



ED'S BRIEFING TO MEMBER STATES ON THE PREPARATIONS FOR THE 1ST SESSION OF THE EXECUTIVE BOARD FOR 2020

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Under-Secretary-General
and Executive Director

KEY TOPICS

1. Overview of the Executive Board
2. Notification of the Executive Director and Documentation
3. Briefing on the Provisional Agenda of the 2020 first Session of the Executive Board
4. Briefing on Logistical Arrangements
5. Financial Implications for the 2nd and 3rd Sessions of The Executive Board in 2020
6. Questions and Answers



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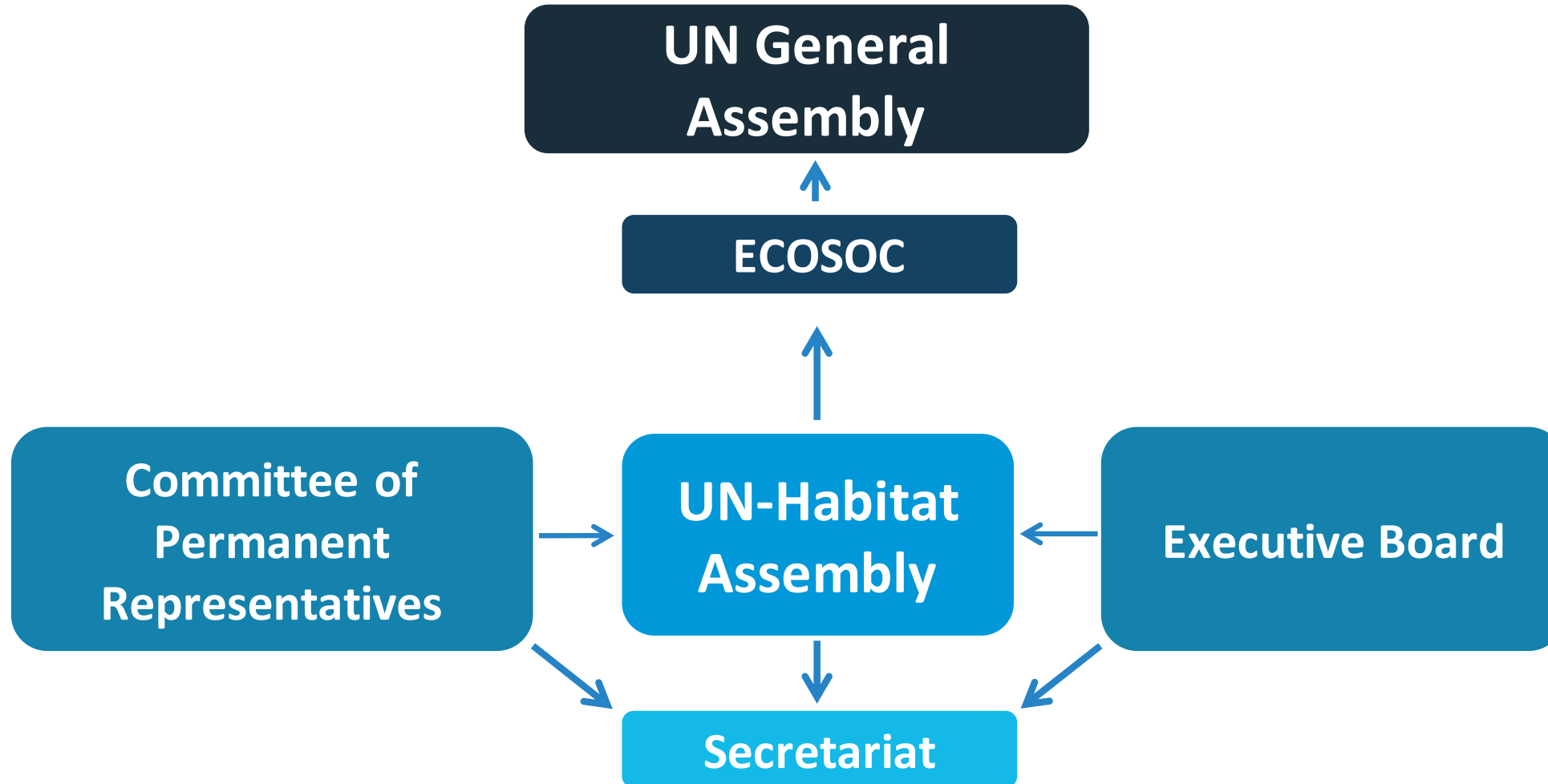
1. OVERVIEW OF THE EXECUTIVE BOARD OF UN-HABITAT

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a. Governance Structure



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1. OVERVIEW OF THE EXECUTIVE BOARD OF UN-HABITAT



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b. Key Highlights on the Executive Board

- ✓ **36 Members**
- ✓ **All members were elected by the UN-Habitat Assembly at its first session**
- ✓ **The current Bureau was elected at first meeting of the Executive Board on 30 May 2019**
- ✓ **Rules of Procedure approved by the Executive Board at first session and endorsed by the UN-Habitat Assembly**
- ✓ **To meet two to three times a year, as appropriate, in Nairobi**
- ✓ **The Executive Board met for its first session in 2019** in Nairobi on 30 May and continued that session on session 19 & 20 November 2019.
- ✓ **In 2019 the Executive Board made important decisions** including approval of the **2020 work programme and budget**, establishment of the ad-hoc working groups and necessary follow-up on the Strategic plan of UN-Habitat
- ✓ **The Executive Board is expected to meet at least two times in 2020.**

1. OVERVIEW OF THE EXECUTIVE BOARD OF UN-HABITAT



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c. Functions of the Executive Board

- ✓ To oversee the implementation of the normative and operational activities of UN-Habitat.
- ✓ To ensure accountability, transparency, efficiency and effectiveness.
- ✓ To approve and oversee the implementation of the annual programme of work and budget and the resource mobilization strategy, in accordance with the strategic plans and political guidelines provided by the UN-Habitat Assembly;
- ✓ To adopt decisions, within the scope of its mandate, on, among other things, programmatic, operational and budgetary issues for the adequate and effective implementation of resolutions and other decisions adopted by the UN-Habitat Assembly;
- ✓ To guide and support efforts to finance the work of UN-Habitat;
- ✓ To oversee the compliance of UN-Habitat with evaluations and support auditing functions;
- ✓ To collaborate with the executive boards of other United Nations agencies, funds and programmes, in accordance with the management reform programme of the Secretary-General.

1. OVERVIEW OF THE EXECUTIVE BOARD OF UN-HABITAT



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c. Participation in the sessions of the Executive Board: Rule 17.1 of the rules of procedure of the Executive Board

Provides that:

“Any State Member of the United Nations that is not a member of the Executive Board and any member of a United Nations specialized agency may attend Board meetings and may participate in its deliberations in the capacity of observer with the right to make proposals, but such proposals may only be voted on at the request of a member of the Board.”



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2. NOTIFICATION OF THE EXECUTIVE DIRECTOR AND DOCUMENTATION

2. NOTIFICATION OF THE EXECUTIVE DIRECTOR AND DOCUMENTATION



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a. Notification of the Executive Director

The Notification of the Executive Director was sent on **18 May 2020** to all member states informing of **the agenda and date of the meeting** as required by Rule 3 of the rules of procedure.

The **Notification** communicated the key elements of the Bureau's recommendations such as:

- ✓ The meeting be **held virtually for one day** on **29 June 2020** given the continued prevailing situation with COVID-19, without the need for travel from Capital.
- ✓ The meeting will be **conducted in English only**.
- ✓ The **revised provisional agenda** of the session is shortened.
- ✓ The **outcomes of the session** be limited to those that are **procedural in nature**.

2. NOTIFICATION OF THE EXECUTIVE DIRECTOR AND DOCUMENTATION



b. Documentation for the Session

- ✓ **Documents previously prepared for the session that was to be held on 31 March 2020 will be the same ones that would be used for the upcoming session.**
- ✓ There will be an overall update on key activities that have taken place since January 2020 to date as pertains to the specific agenda items under discussion by the Executive Board.
- ✓ Briefing on the **UN-Habitat Covid-19 Response plan and Campaign.**
- ✓ Updated Notification is available online **in all official languages.**
- ✓ **All documents are available at**
<https://unhabitat.org/2020-first-session-of-the-Executive-Board-meeting>

2. NOTIFICATION OF THE EXECUTIVE DIRECTOR AND DOCUMENTATION



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c. List of documents

1. Notification by the Executive Director (revision 2)
2. HSP/EB.2020/1/Rev.2 Revised provisional agenda
3. HSP/EB.2020/1/Rev.2/Add.1: Revised annotated provisional agenda
4. HSP/EB.2020/INF/1: List of documents
5. HSP/EB.1/12: Report of the Executive Board of the United Nations Human Settlements Programme on the work of its resumed first meeting
6. HSP/EB.1/11: Decisions adopted by the Executive Board of the United Nations Human Settlements Programme at its resumed first session
7. HSP/EB.2020/2: Report of the Executive Director entitled “Implementation of the strategic plan for the period 2020–2023: financial status as at 31 December 2019
8. HSP/EB.2020/2/Add.1: Update on the ongoing restructuring of UN-Habitat
9. Staffing of the United Nations Human Settlements Programme as at 31 December 2019
10. HSP/EB.2020/3: Update on the ongoing restructuring of UN-Habitat
11. Staffing of the United Nations Human Settlements Programme as at 31 December 2019
12. HSP/EB.2020/4: Report of the Executive Director on the draft annual work programme of the United Nations Human Settlements Programme and draft budget of the United Nations Habitat and Human Settlements Foundation for 2021
13. HSP/EB.2020/13: Report of the Executive Director on progress in the implementation of the resolutions and decisions adopted by the UN-Habitat Assembly at its first session
14. HSP/EB.2020/13/Add.1: Draft capacity-building strategy for the implementation of the Sustainable Development Goals and the New Urban Agenda
15. HSP/EB.2020/13/Add.2: Concept note on the implementation of a review process for the United Nations system-wide guidelines on safer cities and human settlements
16. HSP/EB.1/HLS.3: Rules of procedure of the Executive Board of UN-Habitat
17. HSP/EB.2020/17: Provisional agenda for the second session of 2020 of the Executive Board



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3. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2020 FIRST SESSION

3. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2020 FIRST SESSION



a. Provisional Agenda originally approved by the Executive Board and recommended by the Bureau on 14 January 2020

1. Opening of the session.

2. Organizational matters:

(a) Adoption of the agenda and the workplan for the first session of 2020; (b) Adoption of the report of the Executive Board on the work of its resumed first session; (c) Reports of the ad hoc working groups of the Executive Board.

3. Financial, budgetary and administrative matters.

4. Status of and discussions on the draft annual work programme of UN-Habitat and draft budget of the United Nations Habitat and Human Settlements Foundation for 2021.

5. Reports on the implementation of UN-Habitat strategic plans:

(a) Receipt of the 2019 annual report on the strategic plan for the period 2014–2019;

(b) Update on the final report on the strategic plan for the period 2014–2019 and on the inception report on the evaluation of the strategic plan;

(c) Implementation of the strategic plan for the period 2020–2023: (i) Accountability framework; (ii) Financial plan; (iii) Results-based management policy; (iv) Results framework; (v) Partnership strategy, including UN-Habitat engagement with the private sector and with non-governmental partners; (vi) Impact communication strategy; (vii) Resource mobilization strategy and review of the investment funds.

3. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2020 FIRST SESSION



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a. Provisional Agenda originally approved by the Executive Board and recommended by the Bureau on 14 January 2020

6. **Status of implementation of the resolutions and decisions** adopted by the UN-Habitat Assembly at its first session.
7. **Normative and operational activities** of UN-Habitat.
8. **Action by UN-Habitat to strengthen protection against sexual exploitation and abuse, and workplace sexual harassment.**
9. **Action by UN-Habitat to address geographical and gender imbalances in the composition of its staff.**
10. **Implementation by UN-Habitat of the reform of the development system and management of the United Nations.**
11. **Election of officers of the Bureau of the Executive Board.**
12. **Provisional agenda for the second session of the Executive Board in 2020.**
13. **Other matters.**
14. **Closure of the session.**

3. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2020 FIRST SESSION



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b. Revised Provisional Agenda recommended by the Bureau on 18 March 2020 and reconfirmed on 11 May 2020

1. Opening of the session.

2. Organizational matters:

(a) Adoption of the agenda and the workplan for the first session of 2020; (b) Adoption of the report of the Executive Board on the work of its resumed first session; (c) Reports of the ad hoc working groups of the Executive Board.

3. Financial, budgetary and administrative matters.

4. **Status of and discussions on the draft annual work programme of the UN-Habitat and draft budget of the United Nations Habitat and Human Settlements Foundation for 2021.**

5. **Status of implementation of the resolutions and decisions adopted by the UN-Habitat Assembly at its first session.**

6. **Election of officers of the Bureau of the Executive Board.**

7. **Provisional agenda for the second session of the Executive Board in 2020.**

8. **Other matters.**

3. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2020 FIRST SESSION



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c. Rule 6.10 of the rules of procedure of the Executive Board

Provides that:

“At least two weeks before each session of the Executive Board, the **Board secretariat shall provide a briefing on the matters** to be covered under each item on the provisional agenda...””

3. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2020 FIRST SESSION



d. Agenda item 1

Opening of the Session

- ✓ **Meeting will open at 9 am EAT on Monday, 29 June 2020**
Members requested to log in by 8.45 am EAT
- ✓ Opening remarks by Chair and the Executive Director

Documents:

- Report of the Executive Board of UN-Habitat on the work of its resumed first meeting (HSP/EB/1/12)
- Decisions adopted by the Executive Board of UN-Habitat at its resumed first meeting (HSP/EB/1/11)
- Revised Annotated Agenda (EB.2020/1/Rev.2/Add.1)

3. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2020 FIRST SESSION



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e. Agenda item 2

Organizational Matters

- Adoption of the agenda and the workplan for the first session of 2020
- Adoption of the report of the Executive Board on the work of its resumed first session
- Reports of the ad hoc working groups of the Executive Board

- ✓ Review and adoption of the **provisional agenda** recommended by the Bureau and contained in document (EB.2020/1/Rev.2)
- ✓ Invitation to adopt the **report on the work of its resumed 1st meeting** held on 19 & 20 November 2019, based on the recommendation of the Rapporteur.
- ✓ Consideration and adoption of a **workplan for the one day of the meeting**. A proposal to this effect is contained in Annex III of the annotated agenda which is document (EB.2020/1/Rev.2/Add.1)
- ✓ Briefing by the Chairs of the Working Groups on the **progress** of each working group

Documents:

- Provisional agenda (HSP/EB.2020/1/Rev.2) (for decision)
- Annotated provisional agenda (HSP/EB.2020/1/Rev.2/Add.1)
- List of documents for the first session of 2020 of the Executive Board (HSP/EB.2020/INF/1)
- Report of the Executive Board of UN-Habitat on the work of its resumed first meeting (HSP/EB/1/12) (for adoption)
- Decisions adopted by the Executive Board of UN-Habitat at its resumed first meeting (HSP/EB/1/11)



f. Agenda item 3

Financial, budgetary and administrative matters

The **Executive Director** will:

1. brief the Board on the **financial status of UN-Habitat** as at 31 December 2019 and on an **overview of options to further rationalize costs**,
2. provide an **update on the restructuring of UN-Habitat**,
3. and, on the **progress achieved in addressing the recommendation** in the report of the Board of Auditors to establish a framework and methodology for full cost recovery.

Documents:

- Report of the Executive Director on the financial status of UN-Habitat as at 31 December 2019 (HSP/EB.2020/2)
- Report of the Executive Director on the staffing of UN-Habitat as at 31 December 2019 (HSP/EB.2020/3)
- Update on the on-going Restructuring of UN-Habitat (HSP/EB.2020/2/Add.1)



g. Agenda item 4

Status of and discussions on the draft annual work programme draft

of UN-Habitat and draft budget of the United Nations Habitat and Human Settlements Foundation for 2021

The **Secretariat** will:

1. update the Executive Board on the **status of the draft annual work programme and budget for 2021**.
2. present additional information responding to **questions and issues raised during the resumed 1st meeting** of the Executive Board in 2019 on the work programme and the budget 2020.
3. and, brief the Board on the **follow-up to the recommendations** of the Advisory Committee on Administrative and Budgetary Questions on the work programme and budget for 2020.

Documents:

- Report of the Executive Director on the draft annual work programme of UN-Habitat and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2021 (HSP/EB.2020/4)

3. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2020 FIRST SESSION



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h. Agenda item 5

Status of implementation of the resolutions and decisions

adopted by the UN-Habitat Assembly at its 1st session.

The **Executive Director** will provide a **briefing on the status of implementation of the resolutions and decisions** adopted by the UN-Habitat Assembly at its 1st session, namely:

1. resolution 1/2 on **United Nations System-Wide Guidelines on Safer Cities and Human Settlements**;
2. resolution 1/3 on **enhancing capacity-building for the implementation of the New Urban Agenda** and the urban dimension of the 2030 Agenda for Sustainable Development;
3. resolution 1/4 on **achieving gender equality** through the work of UN-Habitat to support inclusive, safe, resilient and sustainable cities and human settlements;
4. resolution 1/5 on **enhancing urban-rural linkages** for sustainable urbanization and human settlements, and
5. decision 1/3 on **arrangements for the transition towards the new governance structure of UN-Habitat**.

Documents:

- Report of the Executive Director on progress in the implementation of the resolutions and decisions adopted by the UN-Habitat Assembly at its first session (HSP/EB.2020/13)
- Draft capacity-building strategy for the implementation of the Sustainable Development Goals and the New Urban Agenda (HSP/EB.2020/13/Add.1)
- Concept note on the implementation of a review process for the United Nations System-Wide Guidelines on Safer Cities and Human Settlements (HSP/EB.2020/13/Add.2)

3. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2020 FIRST SESSION



i. Agenda item 6

Election of the Bureau's officers of the Executive Board.

The Executive Board **will elect from among its members and taking into consideration the need to **ensure equitable geographical representation**, a new Bureau comprising a Chair, three Vice-Chairs and a Rapporteur, to hold office starting at the end of the 1st session of 2020.**

<u>CHAIR</u>	<u>VICE CHAIRS</u>	<u>RAPPORTEUR</u>
Asia-Pacific States	African States Latin American and Caribbean States Western European and other States	Eastern European States



j. Agenda item 7

Provisional agenda

for the 2nd session of the
Executive Board in 2020

Under the Guidance of the Chair, the **Executive Board** set the **date and provisional Agenda** for its **2nd session of 2020**.

The **Executive Board** may also wish to adopt any draft procedural decisions and outcomes of its 1st session of 2020.

Actions:

1. Consideration and possible adoption of the provisional agenda for the second session of 2020 of the Executive Board
2. Adoption of draft decisions and outcomes of the session (procedural action)

Documents:

- Provisional agenda for the second session of 2020 of the Executive Board (HSP/EB.2020/17)

3. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2020 FIRST SESSION



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k. Agenda item 8

Other Matters

Under this item, the **Executive Board** will consider **matters which, although not covered under any particular agenda item, are deemed to warrant its attention.**

3. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2020 FIRST SESSION



1. Expected outcomes of the 1st session of the Executive Board

Procedural outcomes:

1. **Elections of the New Bureau** for the period 2020/2021, and
2. **Dates and agenda for the 2nd session** of the Board in 2020



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4. BRIEFING ON LOGISTICAL ARRANGEMENTS

4. BRIEFING ON LOGISTICAL ARRANGEMENTS

a. Registration



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The **registration for the session is now open** on the website at <https://unhabitat.org/governance/executive-board> since **Wednesday, 27 May 2020**.

All delegates are encouraged to pre-register online until Saturday, 20 June 2020.

4. BRIEFING ON LOGISTICAL ARRANGEMENTS

b. List of Delegations



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In line with rule 8 of the rules of procedure, **Permanent and Observer Missions must communicate the names of the members of their respective delegations no later than 22 June 2020**, to the **Secretary to the Governing Bodies**.

For purposes of **access to the online session**, we are also requesting that delegations **include their email addresses in the communication**.

4. BRIEFING ON LOGISTICAL ARRANGEMENTS

c. Online Platform and Access to the Session

- ✓ We have so far successfully used **MS Teams platform** for our virtual meetings.
- ✓ We are also looking into **other platforms** such as **Microsoft Teams Live** and **WebEx** for possible use during the upcoming session of the Executive Board.
- ✓ Based on the numbers registered and the technical advantages of each platform, we hope to make a determination on the most appropriate platform for use for the Executive Board session by **20 June 2020**.
- ✓ **All duly accredited delegates and participants** registered for the session **will receive instructions for accessing the online session on or after 22 June 2020**.



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4. BRIEFING ON LOGISTICAL ARRANGEMENTS

d. Participation of Partners

- ✓ **Duly accredited partners have been informed of the upcoming session of the Executive Board.**
- ✓ These are **partners accredited to ECOSOC or to the first session of the UN-Habitat Assembly.**
- ✓ Upon **registering online and verification** of their accreditation, **they will receive access to the online session.**



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4. BRIEFING ON LOGISTICAL ARRANGEMENTS

e. Consultations by Regional Groups prior to the Session



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- ✓ **Consultations by regional groups may still occur virtually prior to the session.**
- ✓ **Any regional group that may require the support of the Secretariat to schedule an online consultation for their group may do so by writing to the Secretariat.**

4. BRIEFING ON LOGISTICAL ARRANGEMENTS

f. Information for Participants



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General information for participants is available on the website including information on registration and access to online session at <https://unhabitat.org/2020-first-session-of-the-Executive-Board-meeting>



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5. DATES AND FINANCIAL IMPLICATION FOR THE 2ND AND 3RD SESSIONS OF THE EXECUTIVE BOARD IN 2020

5. DATES AND FINANCIAL IMPLICATION FOR THE 2ND AND 3RD SESSIONS



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a. Expectation under General Assembly resolution 73/239

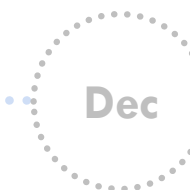
1. Under **GA Resolution 73/239**, the revised **UN-Habitat Governance Structure** did not come with additional funding:
2. The General Assembly decided “that the additional requirements including those to service the new intergovernmental governance processes of UN-Habitat should be met by existing structures and by streamlining operations, and encourages Member States to make voluntary contributions for the sustainability and predictability of financial resources”.

5. DATES AND FINANCIAL IMPLICATION FOR THE 2ND AND 3RD SESSIONS



b. Services by the Division of Conference Services for second and third sessions

1. The UNON Division of Conference Services has informed us that:
 - a. The 2020 second session of the **Executive Board will benefit** from servicing of all its meetings with **interpretation, editing and report writing** be provided. There will, however, be **a limit in terms of documents to be processed towards the meeting which is below our projected requirement for that session**
 - b. For **the third session**, provision will be made for **interpretation and report writing** but not for documentation.
2. The Executive Board may **consider only the 2nd session of the Executive Board in 2020** without the possibility of a third session. **This session may be held in November 2020.**



6. QUESTIONS AND ANSWERS



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