







ED'S BRIEFING TO MEMBER STATES ON THE PREPARATIONS FOR THE FIRST SESSION OF THE EXECUTIVE BOARD FOR 2021

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KEY TOPICS

- 1. Functions of the Executive Board
- 2. Decisions of the Executive Board at its 2020 second session
- 3. Notification of the Executive Director and Documentation
- 4. Briefing on the Provisional Agenda of the 2021 first Session of the Executive Board
- 5. Proposed Organization of Work during the session and consultations draft decisions
- 6. Briefing on Logistical Arrangements
- 7. Questions and Answers







1. THE FUNCTIONS OF THE EXECUTIVE BOARD



1. FUNCTIONS AND DECISIONS OF THE EXECUTIVE BOARD





a. Functions of the Executive Board — Rule 5 of the Rules of procedure

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







2. DECISIONS OF THE EXECUTIVE BOARD AT ITS 2020 SECOND SESSION



2. DECISIONS OF THE EXECUTIVE BOARD AT ITS 2020 SECOND SESSION





a. Decisions of the Executive Board at its 2020 second session: 27-29 October 2020

- **Decision 2020/3:** Implementation of the strategic plan for the period 2014–2019, the strategic plan for the period 2020–2023, approval of the draft work programme and draft budget for 2021, implementation by the United Nations Human Settlements Programme of the reform of the development system and management of the United Nations, and alignment of the planning cycles of the Programme with the quadrennial comprehensive policy review.
- **Decision 2020/4:** Financial, budgetary and administrative matters of the United Nations Human Settlements Programme.
- **Decision 2020/5:** Implementation of normative and operational activities of the United Nations Human Settlements Programme, including resolutions and decisions of the United Nations Habitat Assembly, and reporting on the programmatic activities of the Programme in 2020 and the implementation of subprogrammes, flagship programmes and technical cooperation activities.
- **Decision 2020/6:** Methods of work of the Executive Board and the workplan of the Executive Board for 2021.

These decisions are contained in document $\frac{HSP/EB/2020/29}{}$



2.DECISIONS OF THE EXECUTIVE BOARD AT ITS 2020 SECOND SESSION





b. Highlights of the <u>Decisions</u> of the Executive Board at its <u>2020 second</u> session

The Executive Board, among others;

- 1. Approved the work programme and budget for the year 2021.
- 2. Approved the supporting documents related to the implementation of the Strategic plan 2020-2023 as follows: i.the results framework; ii. the results-based management policy; iii. the partnership strategy; iv. the impact communication strategy; v. the resource mobilization strategy and vi.the implementation of the framework for organizational and personnel accountability.
- Adopted the capacity-building strategy for the implementation of the Sustainable Development Goals and the New Urban Agenda.
- 4. Recommended that the ad-hoc working group on Stakeholder engagement policy should resume its work once in-person meetings are possible
- 5. Adopted the methods of work of the Executive Board as presented by the ad hoc working group on working methods.
- 6. Recommended that the ad hoc working group on programmatic, budgetary and administrative matters of the Executive Board further consider and discuss the prioritization of scenarios 2 and 3, as set out in the report of the Executive Director, with a view to taking a final decision at the next session of the Executive Board,
- 7. Requested the ad hoc working group on programmatic, budgetary and administrative matters to discuss a draft budget for UN-Habitat for 2022 in line with the recommended budget range for Foundation non-earmarked budget of UN-Habitat for 2022 of between \$10 million and \$12 million.







3. NOTIFICATION OF THE EXECUTIVE DIRECTOR AND DOCUMENTATION.



3. NOTIFICATION OF THE EXECUTIVE DIRECTOR AND DOCUMENTATION





a. Notification of the Executive Director

The Notification of the Executive Director was sent on <u>26 February 2021</u> to all member states informing of the <u>agenda</u> and <u>date of the meeting</u> as required by Rule 3 of the rules of procedure. The Notification is available online in all <u>official languages</u>.

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

- The meeting be held online for two days on 7 and 8 April 2021 given the continued prevailing situation with COVID-19 but with a possibility of hybrid format should the situation permit.
- 2. The provisional agenda recommended by the Board in decision 2020/6 was slightly revised to include an item election of officers of the Bureau and discussion on UN-Habitat's response to COVID -19.

On 1 March 2021 the Bureau recommended that the session will be held a hybrid format if possible. However the session will **now be held fully online** given the current situation with COVID-19 pandemic and in line with guidance from UNON and the Host country guidelines.



3. NOTIFICATION OF THE EXECUTIVE DIRECTOR AND DOCUMENTATION





b. <u>Documentation</u> for the Session

- 1. Documents before the 2021 first session of the Executive Board are online at: https://unhabitat.org/First-session-of-the-year-2021-of-the-Executive-Board.
- 2. All documents were availed on 10 March 2021 in English, with a majority in the six UN official languages, while certain documents were still in the translation process at that time.
- 3. The update on **UN-Habitat Covid-19 Response** is part of Executive Director's reports to the Board as a document for information.
- 4. On agenda item 5 on relevant reports of the ACABQ, as at this moment we have not received any ACABQ report since the 2020 second session in October.
- 5. All core documents are now available in the six UN official languages except the draft work programme and budget for 2022 which is still available in English only and is being finalized in languages.
- 6. The list of documents is contained in document HSP/EB.2021/INF.1 and organized by agenda item.





4. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2021 FIRST SESSION OF THE EXECUTIVE BOARD.







a. Provisional Agenda originally approved by the Executive Board and recommended by the Bureau

- 1. Opening of the session.
- 2. Organizational matters:
 - (a) Adoption of the agenda and the workplan for the first session of 2021;
 - (b) Adoption of the report of the Executive Board on the work of its second session of 2020.
- 3. Reports by the chairs of the ad hoc working groups.
- 4. Financial, budgetary and administrative matters, including the implementation of the resource mobilization strategy in accordance with the strategic plan and a proposal on geographical and gender balance.
- 5. Reports of the Advisory Committee on Administrative and Budgetary Questions relevant to the work of UN-Habitat, issued since the last session of the Executive Board.
- 6. Status of and discussion 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 2022.







a. Provisional Agenda continued...

- 7. Implementation of the normative and operational activities of UN-Habitat, including reporting on the programmatic activities of UN-Habitat in 2020 and the implementation of subprogrammes, flagship programmes and technical cooperation activities, and update on the UN-Habitat response to the coronavirus disease pandemic.
- 8. Implementation of the resolutions and decisions adopted by the United Nations Habitat Assembly of the United Nations Human Settlements Programme.
- 9. Progress made by UN-Habitat in the implementation of the United Nations development system reform.
- 10. Annual report on action by UN-Habitat to strengthen protection against sexual and any other type of exploitation and abuse and sexual harassment in the workplace.
- 11. Annual report on action by the Executive Director to update and improve the internal management, policies and procedures of UN-Habitat.
- 12. Election of officers.
- 13. Provisional agenda for the next session of the Executive Board.
- 14. Other matters.
- 15. Closure of the session.







b. 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...""







c. Matters to be covered under Agenda item 1

1.Opening of the Session

Meeting will open at 9 am EAT on Wednesday, 7 April 2021

Members requested to log in by 8.45 am EAT with Opening remarks by Chair and the Executive Director.

Actions: The Chair will call the meeting to order and make any important announcements including protocol for the session.

Documents:

- Notification o the Executive Director
- Programme for the 2021 first session of the Executive Board





d. Matters to be covered under Agenda item 2

2. Organizational matters;

- (a) Adoption of the agenda and the workplan for the first session of 2021
- (b) Adoption of the report of the Executive Board on the work of its second session of 2020.

Meeting will open at 9 am EAT on Tuesday, 27 October 2020

Members requested to log in by 8.45 am EAT with Opening remarks by Chair and the Executive Director.

Actions: The Chair will lead the:

- Review and adoption of the provisional agenda recommended by the Bureau
- 2. <u>Consideration and adoption</u> of a workplan for the two days of the session.
- 3. <u>Invitation to adopt</u> the **report of the 2020 second session**

Documents:

- Provisional agenda (HSP/EB.2021/1)
- Annotated provisional agenda (HSP/EB.2021/1/Add.1)
- List of documents for the second session of 2020 of the Executive Board (HSP/EB.2021/INF/1)
- Report of the Executive Board on the work of its 2020 session of 2020 (HSP/EB.2020/28)
 - Decisions adopted by the Executive Board at that session (HSP/EB.2020/29)







e. Matters to be covered under Agenda item 3

3. Reports by the Chairs of the ad hoc working groups of the Executive Board

1. Briefing by the Chair of the Working Group on the progress made by the ad hoc Working group on Programmatic, Budgetary and Administrative issues

Action:

i. Possible recommendations of the Executive Board on the basis of the briefing of the Chair of the ad hoc Working group on Programmatic, Budgetary and Administrative Matters.







f. Matters to be covered under Agenda item 4

4. Financial, budgetary and administrative matters, including the implementation of the resource mobilization strategy in accordance with the strategic plan and a proposal on geographical and gender balance.

The **Executive Director** will:

- brief the Board on the financial status of UN-Habitat as at 31 December 2020.
- 2. provide an update on **implementation of** the resource mobilization strategy.
- 3. brief on the **staffing status** as at 31 December 2020 including actions towards equitable geographical distribution and gender parity.
- 4. provide an update on the restructuring of UN-Habitat.

Action: The Board may take note of the briefing and formulate recommendations for follow-up action

Documents:

- Report of the Executive Director on the financial status of UN-Habitat as at 31 December 2020 (HSP/EB.2021/2)
- Report of the Executive Director on the staffing of UN-Habitat as at 31 December 2020 (HSP/EB.2021/2/Add.1)
- Report of the Executive Director on implementation of the resource mobilization strategy in accordance with the strategic plan (HSP/EB.2021/2/Add.2)
- Report of the Executive Director on staff update, equitable geographical distribution and gender parity (HSP/EB.2021/2/Add.3)
 - Report of the Executive Director on ongoing restructuring of UN-Habitat (HSP/EB.2021/3)







g. Matters to be covered under Agenda item 5

5. Reports of the **Advisory** Committee on **Administrative** and Budgetary Questions relevant to the work of UN-Habitat, issued since the last session of the **Executive Board**

The Executive Director will brief the Board on report of the Advisory Committee on Administrative and Budgetary Questions relevant to the work of UN-Habitat, issued since the last session of the Executive Board, if available by the commencement of the session.

Action:

The Executive Board may take note of the briefing and any report of the ACABQ and formulate further recommendations for follow-up action.

No Documents:

No ACABQ reports relevant to UN-Habitat are available at this moment since the last session of the Executive Board







h. Matters to be covered under Agenda item 6

6. Status of and discussion 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 2022.

The Executive Director will present to the Executive Board the status of the draft annual work programme and budget for 2022 for in line with decision 2020/6 for discussion by the Executive Board.

Action:

Discussion of the draft annual work programme and budget of UN-Habitat for 2022 and possible recommendations to the Executive Director or the ACABQ.

Document:

i. Report of the Executive Director on the annual work programme of the United Nations Human Settlements Programme and budget of the United Nations Habitat and Human Settlements Foundation for 2022 (HSP/EB.2021/4).







i. Matters to be covered under Agenda item 7

7. Implementation of the normative and operational activities of UN-Habitat, including reporting on the programmatic activities of UN-Habitat in 2020 and the implementation of subprogrammes, flagship programmes and technical cooperation activities, and update on the UN-Habitat response to the coronavirus disease pandemic.

The Executive Director will provide a briefing on the implementation of **the normative** and operational activities of **UN-Habitat**, which will include a briefing on activities at the country level, and on the programmatic activities of UN-Habitat, with a focus on:

- the United Kingdom of Great Britain and Northern Ireland's Prosperity Fund Global Future Cities Programme,
- ii. the project entitled "Building Urban Economic Resilience during and after COVID-19", and
- iii. the **Lebanon** Country Programme, and
- iv. the response of UN-Habitat to the COVID-19 pandemic.

<u>Action:</u> The Board may take note of the briefing and formulate further recommendations for follow-up action.

Documents:

- i. Report of the Executive Director entitled "Normative and operational activities of UN-Habitat: focus on the Prosperity Fund Global Future Cities Programme, the project entitled "Building Urban Economic Resilience during and after COVID-19" and the Lebanon country programme (HSP/EB.2021/5)
- ii. Report of the Executive Director on the UN-Habitat response to COVID-19 (HSP/EB.2021/INF/2)







j. Matters to be covered under Agenda item 8

8.
Implementation of the resolutions and decisions adopted by the UN-Habitat Assembly

The Executive Director will provide a **briefing on the status of implementation** of the resolutions and decisions adopted by the UN-Habitat Assembly:

- 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.

Action:

The Executive Board may take note of the briefing and provide further recommendations for followup action.

Documents:

i. Report of the Executive Director on the status of implementation of the resolutions and decisions adopted by the United Nations Habitat Assembly of the United Nations Human Settlements Programme at its first session (HSP/EB.2021/6







k. Matters to be covered under Agenda item 9

9. Progress made by UN-Habitat in the implementation of the United Nations development system reform.

The **Executive Director** will provide

- i. an update on the **implementation by UN-Habitat** of the **development system** and management reform of the United Nations.
- ii. a briefing on the **proposals for alignment of the planning cycles** of UN-Habitat with the **quadrennial comprehensive policy review process,** in line with paragraph 16 of decision 2020/3.

Actions:

- i. The Board may to take note of the report on implementation by UN-Habitat of the UN reform of the development system and UN management and formulate further recommendations for follow-up action.
- ii. The Board may take note of the proposals for the alignment of the planning cycles of UN-Habitat with the QCPR and formulate further recommendations for follow-up action.

Documents:

- i. Report of the Executive Director on the implementation by UN-Habitat of the reform of the development system and management of the United Nations (HSP/EB.2021/7)
- ii. Report on the alignment of the quadrennial comprehensive policy review with the UN-Habitat planning cycles (HSP/EB.2020/16/Add.1)







I. Matters to be covered under Agenda item 10

10. Annual report on action by UN-Habitat to strengthen protection against sexual and any other type of exploitation and abuse and sexual harassment in the workplace.

The Executive Director will introduce the **annual report** on UN-Habitat **action to strengthen protection** against **sexual exploitation** and abuse and **sexual harassment** in the workplace, as part of the UN systemwide efforts on this matter,

<u>Action:</u> The Executive Board may take note of the report on UN-Habitat action to strengthen protection against sexual exploitation and abuse and sexual harassment in the workplace and formulate further recommendations for follow-up action.

Document:

Report of the Executive Director on action by UN-Habitat to strengthen protection against sexual and any other type of exploitation and abuse and sexual harassment in the workplace (HSP/EB.2021/8)





m. Matters to be covered under Agenda item 11

11. Annual report on action by the **Executive Director** to update and improve the internal management, policies and procedures of **UN-Habitat.**

The Executive Director will introduce the report on actions to update and improve the internal management, policies and procedures of UN-Habitat.

<u>Action:</u> The Executive Board may take note of the report and formulate further recommendations for follow-up action.

Document:

Report of the Executive Director on actions to update and improve the internal management, policies and procedures of UN-Habitat (HSP/EB.2021/9)







n. ELECTION OF OFFICERS OF THE BUREAU

2019-2020 (First)

2020-2021 (Current)

2021-2022 (to be elected)

Chair: Eastern European Group

Chair: United States of

America

Chair: Iran (Islamic Republic

of)

Vice Chair:

Russia

Vice Chair:

Vice Chair:

Africa

Vice Chair:

China

Vice Chair:

Egypt

Chile

Vice Chair:

Asia-Pacific

Vice Chair:

Argentina

Vice Chair:

France

Vice Chair:

WEOG

Rapporteur:

Malawi

Rapporteur: Ser

Serbia

Rapporteur: GRULAC

 $\textbf{Action:} \ \ \textbf{Under the leadership of the Chair, the Board will elect the next Bureau of the Executive Board for the period 2021/2022.$

Documents: Rules of procedure of the Executive Board (HSP/HA.1/HLS.3) and Notification of the Executive Director.





p. Matters to be covered under Agenda item 13

13. Provisional agenda for the next session of the Executive Board.

Under the Guidance of the Chair, the Executive Board

- i. will set the date and provisional Agenda for its next session (2021 second session).
- ii. may adopt any draft decisions and outcomes of its first session of 2021.

Actions:

- 1. Consideration and possible adoption of the provisional agenda for the next session of the Executive Board.
- 2. Adoption of draft decisions and outcomes of the session.

Document:

The document for this item will be an in-session document containing possible draft decisions







q. Matters to be covered under Agenda item 14

14. 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.







r. Matters to be covered under Agenda item 15

15.Closure of the session

Under this item, the Chair of the **Executive Board** will formally close the session after due consideration that Board has concluded the work of its first session of 2021 by 5p.m. on Thursday, 8 April 2021.







5. PROPOSED ORGANIZATION OF WORK DURING THE SESSION AND CONSULTATIONS DRAFT DECISIONS.



5. ORGANISATION OF WORK AND INFORMAL CONSULATIONS





5a. Proposed organization of work during the 2021 first session of the EB;

	Day 1- 7 April 2021	Day 2- 8 April 2021
Morning 9.00am to 12 noon	 Opening of the session. Organizational matters: Reports by the chairs of the ad hoc working groups. Financial, budgetary and administrative matters including the implementation of the resource mobilization strategy and geographical and gender balance 	 8.Implementation of the resolutions and decisions adopted by the UN-Habitat Assembly. 9.Progress made by UN-Habitat in the implementation of the United Nations development system reform. 10. Annual report on action by UN-Habitat to strengthen protection against sexual and any other type of exploitation and abuse and sexual harassment in the workplace. Informal consultations on draft decisions (if needed)
Afternoon 2.00pm to 5.00pm	 5.Reports of the ACABQ relevant to the work of UN-Habitat, issued since the last session of the Executive Board. 6.Status of and discussion on the draft annual work programme and budget for 2022. 	 11. Annual report on action by the Executive Director to update and improve the internal management, policies and procedures of UN-Habitat. 12. Election of officers. 13. Provisional agenda for the next session of the
	7.Implementation of the normative and operational activities of UN-Habitat Informal consultations on draft decisions	14.Other matters.15. Closure of the session.

5. ORGANISATION OF WORK AND INFORMAL CONSULATIONS





b. informal consultations on possible outcomes 2021 first session of the Executive Board including elections;

- 1. At the Bureau meeting on 11 January 2021the Bureau agreed that the Ad-Hoc working group on programmatic, budgetary and administrative matters will consider any draft decisions before they are formally discussed and adopted by the Board at its first session.
- 2. Such informal consultations were held on 17 March and will continue on 29 March 2021 led by the Chair of the working group.
- 3. An additional date available for informal consultations is Tuesday, 6 April 2021.
- **4. During the session,** informal consultations will take place late in the afternoon of 7 April and during lunch break on 8 April 2021.



5. ORGANISATION OF WORK AND INFORMAL CONSULATIONS





c. The Possible outcomes from the informal consultations already in the draft outcomes

under discussion

- 1. Recommendation on the draft work programme and budget for the year 2021 to the ACABQ and/or the Executive Director.
- 2. Recommendation on Financial, budgetary and administrative matters including the implementation of the resource mobilization strategy and geographical and gender balance.
- 3. Recommendation on normative and operational activities of UN-Habitat.
- 4. Recommendation on the alignments of the QCPR with the planning cycles of UN-Habitat.
- 5. Decision on Elections of New Bureau for the period 2021/2022.
- 6. Decision on the dates and provisional agenda for the 2021 second session of the Executive Board.













a. Participation in the sessions 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."







b. Registration

The registration for the session is now open on the website at https://unhabitat.org/First-session-of-the-year-2021-of-the-Executive-Board since Wednesday, 24 February 2021.

All delegates are encouraged to pre-register online until Thursday, 1 April 2021.







c. List of Delegations

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 4 April 2021, 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.







d. Online Platform and Access to the Session

- The remote simultaneous interpretation platform to be used during the upcoming first session of the Executive Board is "Interactio". This is the same platform used during the 2020 second session of the Executive Board.
- 2. All duly accredited delegates and participants registered for the session will receive instructions for accessing the online session on or after 1 April 2021.
- 3. Refresher **training** for Member States and all participants on the use of the "Interactio" platform are scheduled on 31 March 2021 and 6 April 2021.





e. Participation of Partners

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







f. Consultations by Regional Groups prior to the Session

- 1. Consultations by regional groups may still occur virtually prior to the session.
- 2. 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.





g. Information for Participants

General information for participants is available on the website including information on registration and access to online session at https://unhabitat.org/First-session-of-the-year-2021-of-the-Executive-Board.



5. QUESTIONS AND ANSWERS







THANK YOU!



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US IN CITIES AND COMMUNITIES







