



COVID-19
RESPONSE



IMPLEMENTING
THE NEW
URBAN AGENDA

THE STRATEGIC PLAN

2020-2023

BRIEFING BY THE EXECUTIVE DIRECTOR TO MEMBER STATES ON THE PREPARATIONS FOR THE SECOND SESSION OF THE EXECUTIVE BOARD FOR 2021

MAIMUNAH MOHD SHARIF
Under-Secretary-General
and Executive Director

KEY TOPICS

1. Notification of the Executive Director and Documentation.
2. Briefing on the Provisional Agenda of the 2021 second Session of the Executive Board.
3. Proposed Organization of Work during the session and consultations draft decisions.
4. Briefing on Logistical Arrangements
5. Questions and Answers.



IMPLEMENTING
THE NEW
URBAN AGENDA

1. NOTIFICATION OF THE EXECUTIVE DIRECTOR AND DOCUMENTATION.

1. NOTIFICATION OF THE EXECUTIVE DIRECTOR AND DOCUMENTATION



1a. Notification of the Executive Director.

The Notification of the Executive Director was sent on **1 October 2021** 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 is available online **in all official languages**.

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

1. The meeting be **held for two days on 15 and 16 November 2021**.
2. **That the meeting be held on online** given the continued prevailing situation with COVID-19 but with **a possibility of hybrid format** should the situation permit.
3. The provisional agenda recommended by the Executive Board in decision 2021/4 **was slightly revised to include an item on** “Review of the effectiveness of the oversight functions of the Executive Board pursuant to its working methods, ensuring congruence with the other UN-Habitat Governing Bodies”.

On 19 October 2021 the Bureau recommended that **the session should be held in a hybrid format** and that Permanent and Observer Missions based in Nairobi be represented **in-person in a 1+1 format** at the session at UNON and all other participants should participate in the session online.

1. NOTIFICATION OF THE EXECUTIVE DIRECTOR AND DOCUMENTATION



1b. Documentation for the Session.

1. All pre-session documents before the 2021 second session of the Executive Board are available online at: at <https://unhabitat.org/Second-session-of-2021-of-the-Executive-Board>
2. **All documents** were availed on 18 October 2021 in **in the six UN official languages** in line with Rule 6 of the rules of procedure. One document which was pending at that time in languages, that is “Analysis of linkages between the operational and normative activities of the UN-Habitat” was made fully available on 1 November 2021.
3. The list of documents is contained in document [HSP/EB.2021/INF.3](#) and organized by agenda item.



IMPLEMENTING
THE NEW
URBAN AGENDA

2. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2021 SECOND SESSION OF THE EXECUTIVE BOARD.

2. BRIEFING ON THE PROVISIONAL AGENDA OF THE SECOND FIRST SESSION



2a. Provisional Agenda originally approved by the Executive Board and recommended by the Bureau.

1. Opening of the meeting.
2. Organizational matters:
 - (a) Adoption of the agenda and the workplan for the second session of 2021;
 - (b) Adoption of the report of the Executive Board on the work of its first session of 2021.
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.
5. Discussion and possible approval of the draft work programme of UN-Habitat and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2022.
6. Implementation of the strategic plan for the period 2020–2023: (a) Annual report for 2020 on the strategic plan for the period 2020–2023; (b) Actual annual income and expenditure in support of the draft financial plan.

2. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2021 SECOND SESSION



IMPLEMENTING
THE NEW
URBAN AGENDA

2a. Provisional Agenda continued...

7. Normative and operational activities of UN-Habitat, including reporting on the programmatic activities of the Programme in 2021 and the implementation of subprogrammes, flagship programmes and technical cooperation activities, and an update on the response of the Programme to the coronavirus disease (COVID-19) pandemic.
8. High-level meeting to assess progress in the implementation of the New Urban Agenda.
9. Annual report of the Office of Internal Oversight Services to the Executive Board.
10. Annual report of the Ethics Office to the Executive Board.
11. Review of the effectiveness of the oversight functions of the Executive Board with regard to its working methods, ensuring congruence with the other governing bodies of UN-Habitat.
12. Provisional agenda for the next session of the Executive Board.
13. Other matters.
14. Closure of the session.

2. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2021 SECOND SESSION



IMPLEMENTING
THE NEW
URBAN AGENDA

2b. Rule 6.10 of the rules of procedure of the Executive Board.

Rule 6.10 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...””



2c. Matters to be covered under **Agenda item 1.**

1. Opening of the Session

1. **The session will open at 9am East Africa Time on Wednesday, 15 October 2021** with opening remarks by Chair and the Executive Director.
2. Delegates participating in person will be requested to be present in Conference room 2 at UNON by 8.45am East Africa Time.
3. Delegates participating online will be requested to log in by 8.45 am East Africa Time.

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

Documents:

- Notification of the Executive Director
- Programme for the 2021 second session of the Executive Board

2d. Matters to be covered under **Agenda item 2.**

2. Organizational matters;

(a) Adoption of the agenda and the workplan for the second session of 2021;

(b) Adoption of the report of the Executive Board on the work of its first session of 2021.

The Executive Board will:

1. Review and **adopt the provisional agenda** and workplan for its second session for the year 2021.
2. Consider and **adopt the report of its work at the 2021 first session** held in April 2021.

Actions: The Chair will lead the:

1. Review and adoption of the **provisional agenda** recommended by the Bureau
2. Consideration and adoption of a **workplan for the two days of the session.**
3. Invitation to adopt the **report of the 2021 first session**

Documents:

- Provisional agenda (HSP/EB.2021/12)
- Annotated provisional agenda (HSP/EB.2021/12/Add.1)
- List of documents before the Executive Board at its second session of 2021 (HSP/EB.2021/INF/3)
- Report of the Executive Board of the United Nations Human Settlements Programme on the work of its first session of 2021 (HSP/EB.2021/10)
- Decisions adopted by the Executive Board at its first session of 2021 (HSP/EB.2021/11)

2e. 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 ad hoc Working Group** on Programmatic, Budgetary and Administrative issues on **the progress** made by the Working Group.
2. Briefing by the **Chair of the Executive Board** regarding the Ad-hoc working group on the development of a Stakeholder Engagement Policy.

Actions:

- 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.
- ii. Possible endorsement of the Chair/Co-Chair of the Ad-hoc working group on the development of a Stakeholder Engagement Policy

2f. 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

The **Executive Director** will:

1. Brief the Board on the **financial status of UN-Habitat.**
2. Provide an update on implementation of the **resource mobilization strategy**, the Accountability Framework and cost recovery policies of UN-Habitat.
3. **Structural solutions** to deal with the decrease in non-earmarked funding
4. Brief on the **staffing status** as at 31 July 2021 including actions towards equitable geographical distribution and gender parity.
5. 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 on financial budgetary and administrative matters.

Documents:

Report of the Executive Director on financial, budgetary and administrative matters: financial status of UN-Habitat as at 31 July 2021 (HSP/EB.2021/13); Interim financial status of UN-Habitat as at 31 October 2021 (HSP/EB.2021/CRP.4) Financial report and audited financial statements for the year ended 31 December 2020 and report of the Board of Auditors (A/76/5/Add.9) Report of the Executive Director on implementation of the resource mobilization strategy in accordance with the strategic plan (HSP/EB.2021/13/Add.1); Report of the Executive Director on the staffing as at 31 July 2021 (HSP/EB.2021/13/Add.2); Report of the Executive Director on the ongoing restructuring of (HSP/EB.2021/13/Add.3); Report of the Executive Director on cost-recovery policies and methodologies of the UN-Habitat (HSP/EB.2021/13/Add.4); Note by the secretariat on the structural solution to deal with the decrease in non-earmarked funding, (HSP/EB.2021/13/Add.5) and; Report of the Executive Director on the responsibility and accountability framework of UN-Habitat (HSP/EB.2021/13/Add.6.



2g. Matters to be covered under **Agenda item 5.**

5. Discussion and possible approval of the draft work programme of UN-Habitat and the 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** in line with decision 2020/6 and 2021/1 for discussion by the Executive Board.

Action:

- i. Discussion and possible approval of the draft annual work programme and budget of UN-Habitat for 2022.

Documents:

- Report of the Executive Director on the draft work programme and budget of the United Nations Human Settlements Programme for the year 2022 (HSP/EB.2021/4)
- Report of the Advisory Committee on Administrative and Budgetary Questions on the draft work programme and budget of the United Nations Human Settlements Programme for the year 2022 (HSP/EB.2021/14)

2h. Matters to be covered under **Agenda item 6.**

6. Implementation of the strategic plan for the period 2020–2023: (a) Annual report for 2020 on the strategic plan for the period 2020–2023; (b) Actual annual income and expenditure in support of the draft financial plan.

The Executive Director will present to the Executive Board:

1. **The annual report for 2020** on the implementation of the strategic plan.
2. The **recalibration** of the strategic plan for the period 2020–2023 and the **analysis of linkages** between UN-Habitat's **operational and normative activities** pursuant to recommendation 2021/2 of the Committee of Permanent Representatives (CPR).
3. An explanation of the **actual annual income and expenditures** in support of the draft financial plan pursuant to decision paragraph 11 of decision 2020/3.

Action:

- i. Executive Board may take note of the briefing on implementation of the Strategic Plan and formulate further recommendations for follow-up action.

Documents

- i. summary of the Annual Report 2020 on the implementation of the strategic plan for the period 2020–2023 (HSP/EB.2021/15); and Annual report 2020 (HS/004/21E)
- ii. Report on the recalibration of the strategic plan for the period 2020–2023 (HSP/EB.2021/19) ;
- iii. The analysis of linkages between the operational and normative activities of UN-Habitat to increase the impact of its work across the outcomes of the strategic plan in support of sustainable and inclusive recovery (HSP/EB.2021/19/Add.1)
- iv. Report on the draft financial plan for the period 2020–2023 (HSP/EB.2021/16)



2i. Matters to be covered under **Agenda item 7.**

7. Normative and operational activities of UN-Habitat, including reporting on the programmatic activities of the Programme in 2021 and the implementation of subprogrammes, flagship programmes and technical cooperation activities, and an update on the response of the Programme to the coronavirus disease (COVID-19) pandemic

The Executive Director will provide a briefing on the implementation of **the normative and operational activities of UN-Habitat**, specifically with a focus on:

- i. Engagement in housing policy issues and priorities in Europe;
- ii. Engagement on migration and displacement, and Inclusive cities, with case studies on Burkina Faso and the response to Venezuelan migrants and refugees crisis
- iii. The role of UN-Habitat in supporting voluntary local reviews on the Sustainable Development Goals
- iv. The institutional anchoring of capacity-building as a cross-cutting
- v. The terms of reference of a peer review mechanism for an effective implementation of the United Nations System-wide Guidelines on Safer Cities and Human Settlements
- vi. Cooperation between UN-Habitat and UNEP

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

Documents:

Report on normative and operational activities of UN-Habitat, focusing on the localization of the Sustainable Development Goals, guidance on housing rights and policy, and work on migration and displacement (HSP/EB.2021/18); Report on the terms of reference for the Mechanism for the Review of the Implementation of the United Nations System-wide Guidelines on Safer Cities and Human Settlements (HSP/EB.2021/20); Report on the UN-Habitat capacity-building strategy with priorities for the year 2022 (HSP/EB.2021/17) ; Report on the cooperation between UN-Habitat and (HSP/EB.2021/INF/4)

2j. Matters to be covered under **Agenda item 8**

8 . High-level meeting to assess progress in the implementation of the New Urban Agenda.

The Executive Director will brief the Executive Board on the **status of preparations for the high-level meeting** of the General Assembly on the review of the implementation of the New Urban Agenda, to be held in 2022 during the seventy-sixth session of the General Assembly on 28 April 2022.

Action:

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

Document:

- i. General Assembly resolution 75/224 on the implementation of the outcomes of the United Nations Conferences on Human Settlements and on Housing and Sustainable Urban Development and strengthening of the United Nations Human Settlements Programme (UN-Habitat)



2k. Matters to be covered under **Agenda item 9.**

9. Annual report of the Office of Internal Oversight Services to the Executive Board.

The Executive Director will provide:

- i. A briefing on the **annual report** of the Office of Internal Oversight Services (**OIOS**) in line with paragraph 6 (c) of decision 2019/4.
- ii. A briefing on the **evaluation activities of UN-Habitat** in line with with rule 5 (b) and 5 (f) of the rules of procedure of the Executive Board on the function of the Board.

Actions:

The Executive Board may wish to take note of the annual report of the Office of Internal Oversight Services and also the briefing on evaluation activities of UN-Habitat and formulate further recommendations for follow-up action.

Documents:

- i. Activities of the Office of Internal Oversight Services for the period from 1 July 2019 to 30 June 2020 (A/75/301 (Part I))
- ii. Blockchain applications in the United Nations system: towards a state of readiness (JIU/REP/2020/7)
- iii. Mainstreaming environmental sustainability across organizations of the United Nations system (JIU/REP/2020/8)
- iv. Implementation and follow-up of evaluation reports in UN-Habitat (HSP/EB.2021/INF/5)



2I. Matters to be covered under **Agenda item 10.**

10. Annual report of the Ethics Office to the Executive Board.

In line with paragraph 6 (d) of decision 2019/4, the Executive Director will introduce the annual report of the Ethics Office and the Board will be invited to consider the report.

Action: The Executive Board The Executive Board may wish to take note of the annual report of the Ethics Office and formulate further recommendations for follow-up action.

Document:

Report of the Secretary-General on the activities of the Ethics Office (A/76/76)



2m. Matters to be covered under **Agenda item 11.**

11. Review of the effectiveness of the oversight functions of the Executive Board with regard to its working methods, ensuring congruence with the other governing bodies of UN-Habitat.

The Chair will invite the Executive Board to **review the functioning mechanisms of the Board** with a view to achieving greater efficiency in the implementation of its mandate.

Action: The Executive Board may discuss this item and may wish to formulate further recommendations for follow-up action.

Document:

Report of the ad hoc working group on working methods on the proposed working methods of the Executive Board of the United Nations Human Settlements Programme (HSP/EB.2020/20)



2n. Matters to be covered under **Agenda item 12.**

12. 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** (2022 first session).
- ii. May **adopt any draft decisions and outcomes** of its second 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



2p. Matters to be covered under **Agenda item 13.**

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.**



2q. Matters to be covered under **Agenda item 14.**

14. 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 second session of 2021 by 5p.m. on Tuesday, 16 November 2021.



IMPLEMENTING
THE NEW
URBAN AGENDA

3. PROPOSED ORGANIZATION OF WORK DURING THE 2021 SECOND SESSION AND CONSULTATIONS DRAFT DECISIONS.



3. ORGANISATION OF WORK AND INFORMAL CONSULTATIONS

3a. Proposed organization of work during the 2021 second session of the Executive Board.

	Day 1: 15 November 2021	Day 2: 16 November 2021
Morning 9.00am to 12 noon	<ol style="list-style-type: none"> 1. Opening of the session. 2. Organizational matters: 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 	<ol style="list-style-type: none"> 7. Normative and operational activities of UN-Habitat 8. High-level meeting to assess progress in the implementation of the New Urban Agenda <i>Informal consultations on draft decisions (if needed)</i>
Afternoon 2.00pm to 5.00pm	<ol style="list-style-type: none"> 5. Discussion and possible approval of the draft work programme and the draft budget for 2022 6. Implementation of the strategic plan for the period 2020–2023 <i>Informal consultations on draft decisions (without interpretation)</i> 	<ol style="list-style-type: none"> 9. Annual report of the Office of Internal Oversight Services to the Executive Board 10. Annual report of the Ethics Office to the Executive Board 11. Review of the effectiveness of the oversight functions of the Executive Board with regard to its working methods, ensuring congruence with the other governing bodies of UN-Habitat 12. Provisional agenda for the next session of the Executive Board 13. Other matters 14. Closure of the session

3. ORGANISATION OF WORK AND INFORMAL CONSULTATIONS



3b. informal consultations on possible outcomes 2021 second session of the Executive Board.

1. At the Bureau meeting on 19 October 2021 the 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. Informal consultations were held on **3 November 2021** and will **continue on 8 November 2021** led by the Chair of the working group.
3. **During the session**, informal consultations will take place late in the afternoon of **15 November 2021** and during lunch break on **16 November 2021**.



IMPLEMENTING
THE NEW
URBAN AGENDA

4. BRIEFING ON LOGISTICAL ARRANGEMENTS.

4. BRIEFING ON LOGISTICAL ARRANGEMENTS



4a. Participation in the sessions of the Executive Board.

Rule 17.1 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.”

4. BRIEFING ON LOGISTICAL ARRANGEMENTS



IMPLEMENTING
THE NEW
URBAN AGENDA

4b. In-person participation at the 2021 second session of the Executive Board.

1. In person participation is open to all the 36 Member Countries of the Executive Board as well as delegations from State Members of the United Nations and United Nations Specialized Agencies that have **Permanent and Observer Missions to UN-Habitat based in Nairobi**
2. The in person representation will be **restricted to a 1+1 format** for the Nairobi based delegations with the venue being Conference Room 2 at UNON.
3. Nairobi based delegations are requested to send the name and contact details of their **two accredited representatives by Friday, 5 November 2021** to chris.mensah@un.org and unhabitat-sgb@un.org.
4. All other Members of such delegations of the Nairobi based permanent and Observer Missions may participate in the session on-line.
5. All other delegations from State Members of the United Nations, any other Member of a United Nations specialized agency, and intergovernmental organizations and non-governmental organizations in consultative status with the Economic and Social Council or accredited to the UN-Habitat Assembly and **not based in Nairobi should follow and contribute to the session on-line.**

4. BRIEFING ON LOGISTICAL ARRANGEMENTS

4c. Registration.



IMPLEMENTING
THE NEW
URBAN AGENDA

The **registration for the session is now open** since **Monday, 4 October 2021** and will close on **Thursday, 11 November 2021 before noon at East Africa time.**

All delegates are encouraged to pre-register online at
<https://unhabitat.org/Second-session-of-2021-of-the-Executive-Board>.

4. BRIEFING ON LOGISTICAL ARRANGEMENTS



IMPLEMENTING
THE NEW
URBAN AGENDA

4d. List of Delegations.

1. 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 **Thursday, 11 November 2021**, to the Secretary to the Governing Bodies.
2. For purposes of **access to the online session**, we are also requesting that delegations **include their email addresses** in the communication.
3. Further, delegation lists from Permanent and Observer Missions based in Nairobi should **indicate the two accredited representatives to participate in-person** at the second session and should be received by **5 November 2021**, if possible.

4. BRIEFING ON LOGISTICAL ARRANGEMENTS



4e. Participation of Partners.

1. **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 participate in the session online.**

4. BRIEFING ON LOGISTICAL ARRANGEMENTS

4f. Online Platform and Access to the Session.

1. The **remote simultaneous interpretation platform** to be used during the upcoming second session of the Executive Board is “**Interactio**”. This is the same platform used during the 2020 second session of the Executive Board and the 2021 first session of the Board.
2. This being a hybrid session, **delegates** who will physically attend the session should **bring their personal laptop for use** during the session to benefit from interpretation through the interpretation platform.
3. All duly **accredited delegates** and participants registered for the session will receive **instructions for accessing the online session on or after 12 November 2021**.
4. **Training** on the use of the “Interactio” platform is scheduled for Tuesday, **9 November 2021** from 15.30hrs. to 16.30hrs. East Africa time and again on Friday, **12 November 2021** from 10.30hrs to 12.00 hrs. East Africa time.

4. BRIEFING ON LOGISTICAL ARRANGEMENTS



4g. Consultations by Regional Groups prior to the Session.

1. Consultations by regional groups may still occur virtually or in-person 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.

4. BRIEFING ON LOGISTICAL ARRANGEMENTS

4h. Information for Participants.

General information for participants is available on the website including information on registration, safety measures for in-person participation and access to online session at <https://unhabitat.org/Second-session-of-2021-of-the-Executive-Board>.



IMPLEMENTING
THE NEW
URBAN AGENDA

5. QUESTIONS AND ANSWERS



IMPLEMENTING
THE NEW
URBAN AGENDA



THANK YOU!

UN  **HABITAT**
FOR A BETTER URBAN FUTURE

www.unhabitat.org

 **COVID-19**

**TAKE ACTION WITH
US IN CITIES AND
COMMUNITIES**

 **UN HABITAT**
FOR A BETTER URBAN FUTURE

