

Fifth meeting of the Bureau of the Executive Board for the year 2022

Wednesday, 08 June 2022

10:00 hrs – 13:00 hrs EAT

Hybrid meeting-UN-Habitat OED Boardroom

MEETING SUMMARY

Agenda item 1: Adoption of the provisional Agenda

1. H.E. Mr. Silvio Albuquerque, Chair of the Executive Board of UN-Habitat and Permanent Representative of the Federative Republic of Brazil, opened the meeting at 10:05 am EAT.

The following members of the 2022-2023 Bureau of the Executive Board were present:

H.E. Mr. Silvio Albuquerque, Permanent Representative of the Federative Republic of Brazil.

H.E. Ms. Jean Kimani, Permanent Representative of the Republic of Kenya.

H.E. Mr. Marek Rohr-Garztecki, Permanent Representative of the Republic of Poland.

H.E. Ms. Saqlain Syedah, Permanent Representative of the Islamic Republic of Pakistan.

Mr. Clement Payeur, Deputy Permanent Representative of the Republic of France.

The following members of the 2021-2022 Bureau of the Executive Board were present:

H.E. Ms. Maria Alejandra Guerra, Permanent Representative of the Republic of Chile.

H.E. Mr. Khaled El-Abyad, Permanent Representative of the Arab Republic of Egypt.

H.E. Mr. Marek Rohr-Garztecki, Permanent Representative of the Republic of Poland.

H.E. Ms. Saqlain Syedah, Permanent Representative of the Islamic Republic of Pakistan.

The following UN Habitat Secretariat members were also present:

Ms. Maimunah Mohd Sharif, Executive Director.

Mr. Chris Mensah, Secretary to the Governing Bodies.

Mr. Raf Tuts, Director, Director, Global Solutions Division.

Mr. Stephen Slawsky, Management Advisory and Compliance Service

Ms. Shipra Narang Suri, Chief, Urban Practices Branch, Global Solutions Division

Mr. Atsushi Koresawa, Director, Regional Office for Asia Pacific.

Ms. Katerina Bezgachina, Chief of Communication Unit

Mr. Neil Khor, Chief of Staff.

Mr. Martin Barugahare, Chief of Monitoring and Evaluation Unit

Mr. Sharmaarke Abdullahi, OiC, Donor Relations Unit

2. The Chair welcomed all participants to the meeting. The provisional agenda was adopted without any changes and can be accessed [here](#).

Agenda item 2: Hand-over discussions between the immediate former members of the Bureau and the current members of the Bureau of the Executive Board

3. The Chair expressed his gratitude to the former members of the Bureau for 2021-2022 and called upon the former Chair of the Bureau, H.E. Mr. Marek Rohr-Garztecki, Permanent Representative of the Republic of Poland to UN-Habitat, to share his reflections with the current Bureau.
4. This was subsequently followed by an exchange of views between the immediate former members of the Bureau and the current members of the Bureau.

Agenda item 3: Review of the conduct of the 2022 first session of the Executive Board

5. The Chair invited members of the current Bureau to give their view on the conduct of the 2022 first session of the Executive Board. One Bureau member suggested that the provisional Agenda for the sessions of the Executive Board should be recommended by the Bureau a few weeks prior to the session to allow flexibility and appropriate consultations. That member further recommended that there should not be more than 6 pre-session documents presented to the Executive Board for each session.

Subsequently, the Bureau after exchanging views on the conduct of the 2022 first session of the Executive Board, recommended that the Bureau of the Executive Board should discuss, prior to any session, the dates and provisional Agenda of the subsequent session for recommendation to the session in order to avoid extensive discussions and negotiations on these procedural matters during the session itself. This is because the Bureau felt that the debates during a session should focus mostly on substantive matters.

6. The Bureau also recommended that any future survey to evaluate the effectiveness of the sessions of the Executive Board to further improve the process and outcome of future sessions should be sent to Member States immediately after the closing of a session to allow initial and accurate reactions, ideally on the last day of the session.

Agenda item 4: Preparations for the 2022 second session of the Executive Board including review of the dates and provisional Agenda for that session.

a) Review of proposed provisional Agenda

7. Upon invitation by the Chair, the Executive Director briefed the Bureau on the provisional Agenda for the up-coming second session of the Executive Board for the year 2022 which was adopted by the Executive Board in its [Decision 2022/3](#). The statement by the Executive Director can be accessed [here](#). The presentation was followed by an exchange of views with Bureau members.
8. Subsequently, the Bureau, after reviewing the [proposal by the Executive Director](#), recommended the provisional Agenda for the 2022 second session which can be accessed [here](#).
9. The Bureau further recommended after reviewing the [proposal by the Executive Director](#) that the Secretariat presents two reports under Agenda item 7 of the provisional Agenda of the upcoming session on normative and operational activities of UN-Habitat : (i) a first report of 5000 words on UN-Habitat's contribution, experiences and added value in urban crisis situations (ii) an other progress report on 2022 highlights results achieved by the end of year 2022 in the five flagship programmes.
10. The Bureau also recommended that for the upcoming session of the Executive Board, more time should be allocated to discussions on Agenda item 7 on normative and operational activities of UN-Habitat.

11. The Bureau further recommended that the Executive Director invites beneficiaries such as mayors or governors to give their testimony during the sessions of the Executive Board on UN-Habitat's initiatives and projects under discussions on the agenda item on normative and operational activities of UN-Habitat. The Bureau felt and appreciated that the Executive Board would benefit from concrete examples of the work done on the ground as well as the tangible impact.

b) Dates of the next session of the Executive Board

12. Upon invitation by the Chair, the Executive Director briefed the Bureau on the dates of the next session of the Executive Board. The Executive Director drew to the attention of the Bureau that the date originally adopted by the Executive Board in Decision 2022/3. i.e., 17-19 November 2022 coincide with the 27th session of the Conference of the Parties (COP27) which is scheduled to be held from 6 to 18 November 2022. The Executive Director therefore presented possible options which can be accessed [here](#). The presentation was followed by an exchange of views with Bureau members.
13. The Bureau after reviewing the [proposal by the Executive Director](#), recommended that the 2022 second session of the Executive Board be held from 21 to 23 November 2022 to ensure adequate preparations by the Secretariat and Member States towards the second session of the Executive Board and considering the alternative dates availed by the UNON Division of Conference Services based upon the United Nations global calendar of meetings.
14. The Bureau further recommended that the first session of the Executive Board for the year 2023 be held at the end of April or early May 2023 to balance the time span elapsing between the two sessions each year.

Agenda item 5: Roadmap of the meetings of the Governing Bodies for the year 2022.

15. Upon invitation by the Chair, the Executive Director presented the proposed roadmap of the meetings of the Governing Bodies for the year 2022 which can be accessed [here](#). The statement by the Executive Director can be accessed [here](#).
16. The Bureau after reviewing the [proposal by the Executive Director](#), recommended the roadmap of the Governing Bodies for the year 2022 which can be accessed [here](#).
17. With respect to the briefing by the Executive Director on the status of preparations of the upcoming Executive Board session in line with Rule 6.8 of the rules of procedure, the Bureau recommended the briefing, should be structured in two parts, namely, **a.** substantive, political and interactive to allow the Executive Director to, inter-alia, share her expectations for the upcoming session as we do during the Regional Group consultations; **b.** this then would be followed by the logistical and administrative matters for the session.
18. With respect to the ad hoc working group on programmatic, budgetary, and administrative matters of the Executive Board, one Bureau member suggested that the position of Co-Chair should be filled as it is currently vacant and appealed members of the Bureau to consult with their respective Regional Groups in this respect.

Agenda item 6: Feedback by the Executive Director on the High-Level Meeting of the General Assembly on progress in implementation of the New Urban Agenda

19. Upon invitation by the Chair, the Executive Director briefed the Bureau on the outcomes of the high-level meeting on the implementation of the New Urban (HLM). The statement by the Executive Director can be accessed [here](#).
20. The presentation was followed by an exchange of views with Bureau members.

21. The Bureau welcomed and encouraged the Executive Director to use the 2022 second session of the Executive Board to further the outcomes of the HLM potentially show casing some of the practical work of UN-Habitat. The Bureau also felt that the upcoming 11th session of the World Urban Forum offers governments and other constituencies opportunities to advance the action areas emanating from the HLM.

Agenda item 7: Update on the Mission by Member States and Partners to Katowice to review preparations for the eleventh session of the World urban Forum (WUF 11).

23. Upon invitation by the Chair, one Bureau member briefed the Bureau on the advance mission on preparations of WUF 11 held in Katowice, Poland from 20 to 22 April 2022 upon invitation of Poland as Host Country of WUF 11. The presentation can be accessed [here](#). The Executive Director further provided an update on the status of WUF 11 preparations which can be accessed [here](#).
24. The presentation was followed by an exchange of views among Bureau members.
25. Poland as Host Country of WUF11 encouraged all UN-Habitat staff to travel with a UNLP to exempt them from applying for a Schengen Visa and reduce the overwhelming numbers of visa applications at the Polish Embassy in Nairobi. For any staff member who do not hold a Laissez-Passer, the Secretariat should send a Note Verbale to the Polish Embassy to facilitate issuance of visas.

Agenda item 8: Establishment of the open-ended informal contact group on resource mobilisation matters

26. The Chair referred to his letter dated 26 April 2022 regarding the establishment of an open-ended informal contact group on resource mobilization matters and informed that so far four Member States expressed interest in joining the informal contact group: Belgium, Argentina, Cameroon, and Pakistan.
27. The Chair emphasized the open-ended nature of the contact group and that Member States are welcome to join anytime. In that respect, he invited members of the Bureau to consult with their respective Regional Groups to encourage Member States to join the contact group.
28. The Bureau recommended that a letter from the Chair be sent by the Secretariat to Member States to clarify the open-endedness nature of the contact group.
29. One Bureau Member updated that the Slovak Republic expressed interest in joining the contact group and Kenya expressed its interest to join the informal contact group on resource mobilization matters.

Agenda item 9: Any other matters

There were no other matters under discussion and the fifth meeting of the Bureau of the Executive Board for the year 2022 was adjourned at 13:15 East African Time (EAT).