



Summary of the fifty third meeting of the ad-hoc working group on programmatic, budgetary, and administrative matters of the Executive Board

Wednesday, 11 September 2024 – 14:30– 16:30 East Africa Time

Chair: H.E. Dr. Pedro Leon Cortes Ruiz
Permanent Representative of the Republic of Colombia to UN-Habitat

MEETING SUMMARY

1. Adoption of the Agenda

The fifty-third meeting of the ad hoc working group on programmatic, budgetary, and administrative matters of the Executive Board was called to order at 14:35 EAT. The working group adopted the provisional Agenda for its meeting without any change as follows:

1. Adoption of the provisional Agenda.
2. Update on the preparations for the twelfth session of the World Urban Forum (WUF12)
3. Any other Business.

After the adoption of the agenda, the meeting considered Agenda item 2, namely update on the preparations for the twelfth session of the World Urban Forum (WUF12).

Agenda item 2 –Update on the preparations for the twelfth session of the World Urban Forum (WUF12)

Under this item, the Chair gave the following background:

- i. The Chair noted that the twelfth session of the World Urban Forum (WUF12) would be held in Cairo, Egypt from 4 to 8 November 2024 and that the first session of the Executive Board held in May 2024 welcomed the report of the Executive Director on the status of preparations for WUF12. In that respect, the Chair noted that the working group’s continuous engagement with the Secretariat in the preparatory process was relevant and conformed to expectations of Governing Council Resolution 26/6 on the “World Urban Forum”.
- ii. The Chair recalled that on 5 September 2024, the Secretariat shared with the working group an advance Presentation on the status of preparations for WUF12 as well as the current version of the information note for participants. He noted that the purpose of the meeting was to discuss, seek any important clarifications and provide any guidance to ensure a successful WUF12.

Following the above background information by the Chair, the Secretariat provided a briefing on the progress towards the preparations for WUF12. The full presentation can be accessed [here](#).

The briefing by the Secretariat highlighted the following:

- i. All invitations to Member States have been sent and WUF12 secretariat is supporting any changes to the invited list.
- ii. All Member States have been invited to take part in the Ministerial Round Table taking place on 5 November 2024 from 13:00 to 16:30 and UN-Habitat stands ready to support Member States to make the best out of the session.
- iii. There are more than 6900 registered participants from 161 nationalities as follows: 50% from Africa, 18% from Asia, 18% from Europe, 13% from Americas and 0.52% from Oceania. 93% of the registered participants plan to attend in person.
- iv. All main session concept notes for the 6 Dialogues, 13 Roundtables and 8 Special sessions have been finalized and uploaded on the WUF12 website for Member States information. The programme at glance is also available on the website and can be accessed [here](#).
- v. UN-Habitat has concluded the evaluation of partner-led events and outcomes communicated to organizers. 523 partner events have been confirmed and communicated.
- vi. For the first time, the event slotting exercise begun on the 5 September 2024, on a first-come, first-served basis, and so far, most of the available slots have been selected by organizers.
- vii. The Urban Expo deadline was extended to 16 September 2024 and Member States are encouraged to take advantage of the Expo marketplace to showcase impactful initiatives and innovations from their respective countries in Cairo.
- viii. All logistical planning for the events at the venue which is the Egypt International Exhibition Centre is on course and UN-Habitat Team has been holding missions to work together with the Government of Egypt over the last two months.
- ix. All practical information, including recommended hotels with negotiated rates, has been updated on the website for all participants to utilize. Practical information on recommended hotels can be accessed [here](#).
- x. The Executive Director is in the process of establishing the WUF12 Advisory Group and the information will be disseminated to Member States once available.
- xi. UN-Habitat is working on re-focusing the outcome document (Declared Actions) and adapting an approach that highlights main messages and trends linked to the theme. There will be three outcome documents as follows a) a report giving WUF data, facts and proceedings, b) the key takeaways which will replace the Declared Actions and will put together key messages emanating from the session, and c) the WUF12 Perspectives that will be a detailed substantive overview of all WUF events (including partner-led events). The impact areas from WUF12 include the Strategic Plan (2026-2029), New Urban Agenda (2026), and Partnerships (interest registry, legacy initiatives, and knowledge and insights).
- xii. The WUF12 programme features two key main areas which include a) main sessions that includes the opening and closing ceremonies, assemblies, special sessions, dialogues and roundtables and b) partner-led events which include networking, ONE UN, SDGs in action, Training, Urban cinema, Urban Expo, Urban library, Voices from cities.
- xiii. The presentation by the Secretariat can be accessed [here](#).

Following the presentation by the Secretariat, the discussions highlighted the following:

- i. One Member State thanked the Secretariat for the presentation and for providing the WUF12 background documents on time and noted they were pleased with the immense progress in preparation for WUF12. The Member State noted that the WUF12 website effectively

addressed all logistical questions inquired by their capital and commended the WUF12 team for their efforts.

- ii. The Member State requested the Secretariat to clarify if there would be financial support for Ministers of Housing and also enquired about the process of developing the outcome document for WUF12 and how participants inputs would be gathered and integrated. The Member State emphasized the importance of reflecting regional participation in the event statistics to ensure balanced participation from all regions.
- iii. Two Member States requested the Secretariat to share the updated presentation.

In light of the views expressed by Member States, the Secretariat responded as follows:

- i. The Secretariat noted that financial support to WUF would only be available for Least Developed Countries (LDCs) and communication was sent to the respective Permanent Missions. In addition, the Secretariat noted that if a representative were to be invited to speak or to perform a specific function at WUF12, the particular event could be in a position to sponsor that person.
- ii. The Secretariat noted that the outcome document for WUF12 would be developed by the Advisory Group that would be established and details of the composition of that Group would be shared. The representation of the Advisory Group would consist of Member States, local governments, research, academia and it would collect input from different sessions and conclude Declared Actions. The Advisory Group that is currently in development borrows from previous Advisory Groups of WUF 9, WUF10 and WUF11.
- iii. The Secretariat took note of the suggestion to ensure regional representation and confirmed that it was ensuring to have gender and panel parity in all the main sessions. The Secretariat made a presentation of the representation of the different regions that have registered to attend WUF12.
- iv. The Secretariat confirmed that the updated presentation made by the Secretariat would be shared with Member States.
- v. The Secretariat made a brief introduction of UN-Habitat's new global event management system (GEMS) illustrating how to register and find general information on WUF12. In addition, the Secretariat presented on the WUF12 website specifically on the "Practical Info" page that guides on all information on WUF12 including the venue and programme. The link for registering to WUF12 can be accessed [here](#).
- vi. The Secretariat informed that online registration would close on 30 October 2024 at 6:00 pm Egypt time. The Secretariat noted that onsite registration would open on 1 November 2024 but encouraged Member States to register online and convey their list of delegations to the Secretariat of Governing Bodies to enable the Secretariat to issue appropriate badges.
- vii. The Secretariat informed that the Government of Egypt had provided buses that would transport participants with WUF12 badges around Egypt and to main hotels.

Any other Business:

- i. The Chair noted that the next meeting of the ad hoc working group with WUF12 agenda would be held on 9 October 2024.

The fifty-third meeting of the ad-hoc working group on programmatic, budgetary, and administrative matters of the Executive Board for the year 2024 was adjourned at 15:30 hrs. East African Time (EAT).