

Seventh Bureau Meeting of the Executive Board of UN-Habitat

Tuesday 3 December 2019

UN-Habitat OED Boardroom 10:00 am – 12:00

Provisional Agenda

1. **Adoption of the Agenda**
2. **Review of the lessons learnt from the recently concluded first meeting of the Executive Board**
3. **Overview of the Ad-hoc working groups established by the resumed meeting of the Executive Board**
 - a. **Ad-hoc working group on working methods;**
 - i. Assistance and advice to the the Executive Board on working methods to complete its work
 - b. **Ad-hoc working group on programmatic, budgetary and administrative matters;**
 - i. Assistance and advice to the Executive Board on programmatic, budgetary and administrative matters
 - ii. Consultation with the Executive Director to elaborate upon innovative programmes within the Strategic Plan to be discussed with the Executive Board taking into account thematic and regional balance
 - iii. Elaboration in consultation with the Executive Director of a prioritization process within normative and within operational activities in line with the Strategic Plan
 - c. **Ad-hoc working group on the development of the stakeholder engagement policy.**
 - i. Development of a UN-Habitat stakeholder engagement policy for presentation to the Executive Board for a consensual agreement and further possible approval by the UN-Habitat Assembly at its second session
4. **Functions of the Ad-hoc working groups established by the resumed meeting of the Executive Board**
 - a. Assistance and advice to the Executive Board on programmatic, budgetary and administrative matters **(Assigned to the Ad-hoc working group on programmatic, budgetary and administrative matters);**
 - b. Assistance and advice to the the Executive Board on working methods to complete its work **(Assigned to the Ad-hoc working group on working methods);**
 - c. Development of a UN-Habitat stakeholder engagement policy for presentation to the Executive Board for a consensual agreement and further possible approval by the UN-Habitat Assembly at its second session **(Assigned to the Ad-hoc working group on the development of the stakeholder engagement policy);**
 - d. Consultation with the Executive Director to elaborate upon innovative programmes within the Strategic Plan to be discussed with the Executive Board taking into account thematic and regional balance **(Assigned to the Ad-hoc working group on programmatic, budgetary and administrative matters);**
 - e. Elaboration in consultation with the Executive Director of a prioritization process within normative and within operational activities in line with the

Strategic Plan **(Assigned to the Ad-hoc working group on programmatic, budgetary and administrative matters);**

- f. Consultation on draft outcomes to be adopted by the Executive Board at its meetings **(not assigned)**;
- g. Consultation with the Executive Director on additional information required by Member States on the work programme and budget of UN-Habitat for 2020 **(not assigned)**;
- h. Consultation with the Executive Director on the on-going restructuring of UN-Habitat **(not assigned)**;
- i. Reports of the work of Ad hoc working groups for consideration by the meetings of the Executive Board **(not assigned)**.

5. Schedule of work of the Ad-hoc working groups

- a. Frequency of the meetings of the Ad-hoc working groups;
- b. Term of the Ad-hoc working groups;
- c. Chairing of the Ad-hoc working groups;
- d. Schedule of meetings of the Ad-hoc working groups;
- e. Reporting on the work of the Ad hoc Working groups.

6. Workplan for the Executive Board for the year 2020, including meetings of the Bureau and of the Ad-hoc working groups

- a. Recommendations on the dates for the second and third sessions of the Executive Board in 2020;
- b. Dates and frequency of Bureau meetings.

7. Induction seminar to new Permanent Representatives to UN-Habitat

- a. Frequency of meetings

8. Other matters