

Version 2 - 24 March 2023

**Technical note by the Secretariat
Decision 2022/6, para. 17 (formerly decision 2022/B, para. 16)**

This technical note has been prepared by the UN-Habitat Secretariat to facilitate discussion of the Executive Board on the financial implications of decision 2022/6, para. 17, as adopted at its second session of 2022 ([HSP/EB.2022/22](#)), and as input to consultations on the proposed supplementary budget for 2023. The note may be adjusted and updated, as needed and relevant, based on additional information that may become available during consultations.

Adopted decision language

17. Requests the Executive Director to provide an update on programmes and initiatives on the implementation of the New Urban Agenda including updates on submission of national reports at each session of the Executive Board;

Relation to work programme

Currently, UN-Habitat is mandated by the General Assembly to prepare on a quadrennial basis the Report of the Secretary-General on Progress in the implementation of the New Urban Agenda. The latest version of this report is available as [A/76/639](#), of 7 March 2022. The decision language augments the existing mandate and would augment the work that is done on a quadrennial basis into work that is done on a continuous basis such that it can be reported to the Executive Board at each session. The work includes continuous monitoring, outreach and advocacy on the implementation of the New Urban Agenda (NUA) and is additional to the work to produce the more comprehensive quadrennial report.

Programme budget implication

The continuous monitoring of the implementation of the NUA requires predictable funding. UN-Habitat is mandated to oversee the implementation of the NUA. The commitments within the NUA pertain to urbanization at all levels of government.

To provide the requested continuous monitoring and reporting to the Executive Board, the following resources would be required:

Option 1 - From version 1 of this Note

updated using 2023 salary scale and post adjustments

1. One staff member at the P-3 level to undertake the following activities:
 - o Continuous screening of incoming national reports for extraction of relevant information for input into the Urban Agenda Platform
 - o Analysis of incoming reports for emerging trends
 - o Drafting a biannual report, listing new initiatives and programmes on reporting, advocacy and capacity building, distinguished by country, region, city, and by global programmes of UN entities, and other relevant input by stakeholders complementing national reporting; updates on new national reports submitted; and updates to the Urban Agenda Platform

2. One staff member at the P-2 level to undertake the following activities:
 - o Advocacy, outreach, and initiatives on building national report-writing capacity in five countries per year
 - o Updates to guidelines and templates, as needed, for Member States to facilitate reporting

3. One staff member at the G-7 level to undertake the following activity:
 - o Technical maintenance and improvements on the Urban Agenda Platform to facilitate the reporting process and analysis

4. One staff member at the G-6 level to undertake the following activity:
 - o Communications and updates on the Urban Agenda Platform and Urban Best Practices

In addition, funding would be required for the preparation of the biannual report of up to 5,000 words, including editing and translation to all official languages of the United Nations.

The summary of estimated costs in USD is as follows:

Subprogramme	Budget category	Grade/Desc.	Count	Location	Duration (years)	Total annual resources	Existing resources	Net annual total	Prorated for 2023	
SP1, SP2, SP3 and SP4 (25% to each subprogramme)	Staff costs	P-3	1	Nairobi	1	185,300	-	185,300	92,650	
		P-2	1	Nairobi	1	154,900	-	154,900	77,450	
		G-7	1	Nairobi	1	39,800	-	39,800	19,900	
		G-6	1	Nairobi	1	39,800	-	39,800	19,900	
	Sub-total						419,800	-	419,800	209,900
	Non-staff costs	Document production					150,000	-	150,000	75,000
		Other operating costs					37,400	-	37,400	18,700
	Sub-total						187,400	-	187,400	93,700
	Grand Total						607,200	-	607,200	303,600

Option 2 – Alternative lighter version proposed by the Secretariat

with two Professional staff, one General Service staff, and one shorter annual report

1. One staff member at the P-3 level to undertake the following activities:
 - Continuous screening of incoming national reports for extraction of relevant information for input into the Urban Agenda Platform
 - Analysis of incoming reports for emerging trends
 - Drafting annual report, listing new initiatives and programmes on reporting, advocacy and capacity building, distinguished by country, region, city, and by global programmes of UN entities, and other relevant input by stakeholders complementing national reporting; updates on new national reports submitted; and updates to the Urban Agenda Platform
 - Initiatives on building national report-writing capacity in three countries per year

2. One staff member at the P-2 level to undertake the following activities:
 - Management of National Reporting Helpdesk for Member States on Urban Agenda Platform
 - Updates to guidelines and templates, as needed, for Member States to facilitate reporting
 - Communications and advocacy related tasks

3. One staff member at the G-7 level to undertake the following activity:
 - Technical maintenance and improvements on the Urban Agenda Platform to facilitate the reporting process and analysis

In addition, funding would be required for the preparation of the one report per year of up to 2,500 words, including editing and translation to all official languages of the United Nations.

The summary of estimated costs in USD is as follows:

Subprogramme	Budget category	Grade/Desc.	Count	Location	Duration (years)	Total annual resources	Existing resources	Net annual total	Prorated for 2023	
SP1, SP2, SP3 and SP4 (25% to each subprogramme)	Staff costs	P-3	1	Nairobi	1	185,300	-	185,300	92,650	
		P-2	1	Nairobi	1	154,900	-	154,900	77,450	
		G-7	1	Nairobi	1	39,800	-	39,800	19,900	
	Sub-total						340,200	-	340,200	190,000
	Non-staff costs	Document production					37,500	-	37,500	37,500
		Other operating costs					28,300	-	28,300	14,150
	Sub-total						65,800	-	65,800	51,650
	Grand Total						406,000	-	406,000	241,650

Option 3 – Proposed by France

with one Professional staff, one General Service staff and one annual summary report

1. One staff member at the P-3 level to undertake the following activities:
 - Continuous screening of incoming national reports for extraction of relevant information for input into the Urban Agenda Platform
 - Drafting summary report in all official languages, including updates on new national reports submitted and linked to the reporting dashboard (in English only) on the Urban Agenda Platform for more details.
 - Initiatives on building national report-writing capacity in three countries per year
 - Management of a light version of National Reporting Helpdesk for Member States on Urban Agenda Platform

2. One staff member at the G-7 level to undertake the following activity:
 - Technical maintenance and improvements on the Urban Agenda Platform to facilitate the reporting process and analysis.

In addition, funding would be required for the preparation of the one summary report per year of up to 1,500 words, including editing and translation to all official languages of the United Nations. The summary report in all official languages links to the reporting dashboard (in English only) on the Urban Agenda Platform for more details.

The summary of estimated costs in USD is as follows:

Subprogramme	Budget category	Grade/Desc.	Count	Location	Duration (years)	Total annual resources	Existing resources	Net annual total	Prorated for 2023	
SP1, SP2, SP3 and SP4 (25% to each subprogramme)	Staff costs	P-3	1	Nairobi	1	185,300	-	185,300	92,650	
		G-7	1	Nairobi	1	39,800	-	39,800	19,900	
	Sub-total						225,100	-	225,100	112,550
	Non-staff costs	Document production					22,500	-	22,500	22,500
		Other operating costs					18,700	-	18,700	9,350
	Sub-total						41,200	-	41,200	31,850
Grand Total						266,300	-	266,300	144,400	