

UNAIDS PCB Bureau meeting

MEETING SUMMARY

DATE: Wednesday, 5 June 2019

PARTICIPANTS

PCB Bureau: Mr Yang Xiaochen (China: representing the Chair); Ms Tracy Carson and Ms Julia Martin (United States of America: representing the Vice-Chair); Mr Dmitry Nikalayenia (Belarus: representing the Rapporteur); Mr Jonathan Gunthorp (representing the PCB NGO Delegation); and Ms Elisabeth Benomar and Mr David Sunderland (UNFPA: representing UNAIDS Cosponsors).

UNAIDS Secretariat: Mr Morten Ussing, Director, Governance and Multilateral Affairs and Ms Samia Lounnas, Senior Governance Advisor, Governance and Multilateral Affairs.

Excused: Ms Alessandra Nilo (representing the PCB NGO Delegation)

MEETING AGENDA

1. Update, Regular Segment at the 44th PCB meeting (25-27 June)

The Bureau will receive brief updates on key items of the regular segment at the upcoming Board meeting.

2. Update, Thematic Segment at the 44th PCB meeting: Delivering on SDG3: Strengthening and integrating comprehensive HIV responses into sustainable health systems for Universal Health Coverage (UHC)

The Bureau will receive a brief update on the agenda and preparations for the thematic segment at the 44th PCB meeting.

3. Any other business

SUMMARY

Opening remarks from the PCB Bureau Chair

Mr Yang Xiaochen, Chair of the PCB Bureau, welcomed participants to the fifth and last meeting of the PCB Bureau meeting to prepare the 44th PCB meeting on 25-27 June.

After adoption of the agenda, the Chair passed the floor to the Secretariat, the Cosponsors, the Chair of the Working Group to present the preparations of each agenda item of the 44th PCB (25-27 June meeting).

1. Update, Regular Segment at the 44th PCB meeting

UNAIDS Secretariat provided an update on the preparations of the 44th PCB meeting as follows will call the responsible colleagues who would update the Bureau members on their agenda item.

- The draft annotated agenda as well as the timewise agenda of the of the 44th PCB meeting were posted on the 22 May 2019.
- Invitations were sent to all constituencies and the note verbal and information note were posted on the UNAIDS website on....

Additional updates on specific agenda items were provided as follows:

(1.2) Report of the 43rd PCB meeting

The report of the 43rd PCB meeting was sent for clearance to the Chair of the PCB in 2018 (UK). It was posted on the PCB website on 17 May. The PCB is invited to adopt the report.

(1.3) Report of the Special Session of the PCB

The report of the Special session of the PCB was sent for clearance to the Chair of the PCB in 2019 (China). It was posted on the PCB website on 22 May. The PCB is invited to adopt the report.

(1.4) Report of the Executive Director

The report will be provided by Ms Gunilla Carlsson Executive Director a.i.. The outline of this report will be available a week before the PCB meeting.

(1.5) Report of the CCO

Ms Elizabeth Benomar, representing the Chair of the CCO updated the Bureau. She indicated that the outline of the report was posted on 29 May and the full speech of Ms Natalia Kanem, Executive Director of UNFPA will be posted after it was delivered to the PCB.

(1.6) Report by the PCB NGO Delegation: [Postponed]

(2) Leadership in the AIDS response: [Postponed]

(3) Report of the Working Group (WG) of the Programme Coordinating Board (PCB) to strengthen the PCB's monitoring and evaluation role on zero tolerance against harassment, including sexual harassment, bullying and abuse of power at the UNAIDS Secretariat

Ms Laurie Newell, Chair of the WG provided the PCB Bureau with the update as follows:

· Report of the Working

- The paper is currently being finalized. The translation of the pre final version is in process. Ms Newell informed the Bureau that the WG is aware that the posting date as required by the PCB Modus Operandi had passed. She added that the WG is putting a lot of effort to ensure consensus on the final version of the paper however noted that some parts of the paper still require some discussion within the WG members as there are divergent views.
- The report covers all elements of the Terms of Reference assigned to the WG, as well as addressing communication to the Secretary-General, the future of this WG, and observations on governance.
- The Working Group is currently developing draft recommendations for consideration by the PCB Bureau and thereafter, the PCB.

On the report of the Working Group, draft recommendations:

- Take note of the report of the PCB Working Group to strengthen the PCB's monitoring and evaluation role on zero tolerance against harassment, including sexual harassment, bullying and abuse of power at the UNAIDS Secretariat;
- Request the UNAIDS Executive Director to ensure that the Secretariat Ethics function conforms to the Standards recommended by the Joint Inspection Unit;
- Take note of the enhanced update on strategic human resources management issues;
- Request the UNAIDS Executive Director to ensure the annual publication of a list of disciplinary cases and actions taking, in conformity with the relevant Joint Inspection Unit recommendation:
- Agree to send a message to the Secretary-General related to the themes of this report, with the process to be managed through the PCB Bureau through intercessional decisionmaking;
- Agree for the PCB Bureau discuss Terms of Reference for a sub-group or other arrangement to establish a dedicated capacity to continue to address the issues under the purview of this Working Group.
- Review relevant the findings of the current Joint Inspection Unit Management Review of UNAIDS, when available. The PCB would then consider the need for a review of UNAIDS governance arrangements with the support of any sub-group established to continue this Working Group's efforts.

On the update on the implementation of the Management Action Plan

Welcome the revised MAP and support the required efforts to implement it fully;

On the evaluation Policy

Approve the UNAIDS Evaluation Policy;

Update on the Management Action Plan

The Secretariat provided the following update:

- The update paper is undergoing final clearance and should be posted the week of June 7th.
- An advanced draft was shared the week fo June 3rd for discussion and feedback from the PCB Working Group to strengthen its monitoring and evaluation role on zero tolerance against harassment, including sexual harassment, bullying an abuse of power at the UNAIDS Secretariat (PCB Working Group).
- This iteration of the Management Action Plan builds on the report that the PCB received at the March 2019 Special Session of the PCB, taking into account the discussions at that meeting and subsequently with the PCB Working Group.
- The report briefly summarizes the ongoing implementation of activities, and reflects work by the Secretariat to:
 - further elaborate key expected outcomes and results of the Action Plan,
 - · refine indicative success measures, and
 - cost proposed activities.
- The MAP also further articulates the key principles and underlying understandings (theory of change) that underpin the Action Plan and its implementation, and this has been addressed in the update paper.
- It is envisaged that the Action Plan will remain a living document and evolve in response to progress, challenges and lessons learned. In the draft decision points, the PCB is invited to:
 - Take note of the revised Management Action Plan;
 - Request the UNAIDS Secretariat to report on implementation of the Management Action
 Plan through its annual update on strategic human resources management issues.
- As part of the overall agenda item on the PCB Working Group, there will be a brief oral presentation of the report, focusing on key elements and next steps by the Secretariat.

• Evaluation Policy Paper

The Secretariat provided the following update:

- The document UNAIDS/PCB (44)/19.7 was posted in English and French on UNAIDS website on 28 May [four weeks before the PCB]. The policy was developed through extensive consultations with Member States, Cosponsors and Civil Society. It was peer reviewed by the Cosponsor evaluation offices and was finalized based on comments and feedback received.
- The policy reflects feedback from PCB members and observers during UNAIDS multistakeholder consultation on evaluation on March 29 as well as comments from the Global Fund, GAVI and International Organization for Cooperation on Evaluation and the PCB Working Group on the IEP report.
- A strong and independent evaluation function has been missing in UNAIDS. A key objective
 of the policy is to formalize the establishment of an independent evaluation function and
 enhance the use of evaluations for evidence-based decision making, learning and

accountability. The policy applies to UNAIDS Secretariat as well as the collective efforts of the Joint Programme—i.e., the HIV-related activities of the 11 Cosponsors and the UNAIDS Secretariat.

- The policy has been developed based on UN Evaluation Group guidance as well as UN norms and standards for evaluation. It presents the purpose, principles, norms and standards for evaluation and describes different types of evaluations, the planning, prioritisation and quality assurance processes as well as the roles and responsibilities for evaluation. It also presents the resourcing, governance and oversight of the evaluation function.
- Key issues discussed and agreed by the PCB Working Group on the IEP report are captured in the policy. These include the architecture of the evaluation function, the composition of an expert advisory committee, and the annual budget for evaluation representing 1% of organisational expenditures in the range recommended by the UN Joint Inspection Unit [0.5-3%].
- The PCB is requested to adopt the UNAIDS evaluation policy included in the document UNAIDS/PCB (44)/19.7. A short and simple decision point to enable implementation of the policy, which the PCB should be able to agree to given the extensive consultations on the document.
- To ensure implementation of the policy and continued efforts to strengthen evaluation in UNAIDS, the PCB could request a biennial evaluation plan to be presented to the PCB as of the 45th meeting of the PCB in December 2019, and annual reporting on implementation.
- At the June PCB meeting, a 10-minute presentation will be made to introduce the UNAIDS evaluation policy. This will be followed by questions and answers as part of the overall discussion on agenda item 3 and related items.

PCB Bureau members thanked the Chair of the Working Group and the Secretariat for the deliverables in such a short timeline. The Bureau suggested that the three sub items (Evaluation policy, the update on strategic human resources management issues, and the statement of the Secretariat Staff Association) are clearly distinct during the decision-making at the PCB meeting noting that while some have been included as part of the WG's discussions, each sub item stands on its own and will require separate monitoring and update to future Board meetings.

The Bureau also requested that the draft decision point associated with the Evaluation Policy be added to the evaluation policy agenda item.

Some Bureau members discussed the possibility of having the evaluation policy as a separate agenda item.

(4) Update on strategic human resources management issues

The Secretariat provided the following update:

- The paper provides a brief update on human resources management activities undertaken by the Secretariat during the reporting period April 2018 to March 2019.

- It should be read in conjunction with the "A fit for purpose workforce UNAIDS in 2018" report, published in June 2019, which contains a range of data, charts and statistics about the UNAIDS workforce at December 2018, together with trend analysis on the evolution of the workforce over the past few years.
- The paper highlights key activities which are being undertaken to ensure that human resources management in UNAIDS reflects best practice, makes a positive difference to staff members who work for the Secretariat in terms of job satisfaction and career progression, and meets our obligation to ensure that UNAIDS offices are safe and respectful environments, in which staff members can perform to the best of their abilities."
- An unedited version of the paper was posted today.
- As per normal process, the PCB is requested to take note of the update on strategic human resources management issues at UNAIDS Secretariat.
- The paper will be presented by the Director, HRM, UNAIDS Secretariat. The update will follow the presentations under agenda item 3. Report of the WG and will be followed by the statement of the UNAIDS Secretariat Staff Association. This format will allow Board members to have a comprehensive overview on all issues related to HR at UNAIDS Secretariat including harassment issues.

The Bureau thanked the Secretariat for the update and welcomed the enhanced update on strategic human resources management issues.

(5) Statement of the UNAIDS Secretariat Staff Association

Mr Chris Fontaine was introduced as the newly elected Chair of the UNAIDS Secretariat Staff Association (USSA) provided the update to the Bureau as follows:

- He indicated that the report is in the process of writing, including a summary of the results of the most recent staff survey. The report will be ready a week before the PCB.
- An oral statement to the Board will complement the report.
- The focus will be on staff engagement in the efforts led by management since December 2018 to improve our working environment. There will be particular focus on:
 - The views and priorities of staff as expressed in a staff survey conducted in April.
 - Development and implementation of the Management Action Plan
 - Harassment, incivility and abuse of authority
 - Work-life balance
 - Transparency and fairness in recruitment, reclassifications, mobility
 - Staff Health Insurance

He added that the following can be noted:

- There has been strong engagement of the staff association in the development of the Management Action Plan, and many of our inputs have been taken on board.
- The staff association welcomes the commitment that acting Executive Director, Gunilla Carlson, has made to staff for more collective decision-making based on appropriate consultation.
- Staff appear to be cautiously optimistic about the Management Action Plan. We are eager for it to be implemented.

The Bureau thanked the Chair of the USSA for his update and is looking forward to the discussion at the 44th PCB meeting.

(6) Follow-up to the thematic segment of the 43rd PCB Mental Health and HIV/AIDS - promoting human rights, an integrated and person-centred approach to improving ART adherence, well-being and quality of life.

The Secretariat provided the following update:

- The summary report was sent for clearance to the PCB Bureau on 23/05. The deadline to submit comments was Friday 31 May. Some comments were received by members of the Bureau.
- The summary report reflects the proceedings from the discussions that have taken place during the Thematic Segment and also includes a summary of the statements that were not delivered at the thematic segment due to the truncated format but received by the Secretariat following the discussion.
- The final proposed decision points include the comments received by the members of the Bureau and are will be posted with the paper after this meeting. They are the outcome of the collaborative effort of UNAIDS and WHO's various departments, are in full alignment with and are drawn from the content and recommendations of the Background note and the summary report the importance of addressing the intersection between mental health and HIV, and substance use and HIV; mental health needs of people living with HIV, key populations and people affected by or at risk of HIV, and also of the need of people with mental health conditions and people using substances in need of access to HIV services.
- The proposed format of the UNAIDS report to the PCB in follow up to the Thematic Segment on Mental Health and HIV is the UNAIDS' brief report to PCB with a slide presentation outlining key conclusions from the Background Note, Thematic Session and proposed actions going forward

The PCB Bureau agreed on the changes in the draft decision points as discussed following proposals from the PCB NGO delegation and requested the Secretariat to finalize the report and to post it on the PCB website.

(7) Unified Budget, Results and Accountability Framework (UBRAF)

The Secretariat provided the following update:

Performance reporting

Recalling the 42nd meeting of the PCB with several decision points made concerning
performance reporting, the 2018 UBRAF results reporting is presented in a new format that
provides a panoramic view of the Joint Programme's work, with a greater focus on the
country results against prioritised country targets, bottlenecks, game changers and
deliverables, and the updates on the institutional change under the refined Joint Programme
operating model integrated.

- The following performance monitoring reporting package focusing on four elements will be presented to the PCB:
 - Introduction which highlights how achieving results for people at country level is central to the operations of the Joint Programme.
 - Regional and country report for each region or country, describes how the Joint Programme has contributed to progress towards Fast-Track targets, highlighting bottlenecks and priority action the Joint Programme will take in 2019 to address them. Joint Programme's expenditure is provided.
 - Strategy Results and indicator report presents the results of the Joint Programme's collective effort towards each of the SRAs. For each SRA provides a global overview including graphics, progress narrative and progress against indicators. Joint Programme's expenditure is provided.
 - Organisational report summarizes achievements and contributions by each of the 11 Cosponsors and by the UNAIDS Secretariat towards the organizational objectives outlined in the UBRAF, taking into account the UNAIDS Joint Programme Division of Labour.
- This package outline has been presented and discussed at the 43rd PCB Missions briefing and at a PCB lunchtime session on Performance reporting held during th 43rd PCB.
- The package will be complemented by information presented on the UNAIDS Transparency portal which will have a stronger data focus than in previous years.
 - 98 country summary reports
 - 6 regional reports
 - 8 Strategy Result Area reports
 - UBRAF indicators scorecard and report
 - Financial information (funding trends & donor profiles)
 - 12 Cosponsor organizational report
 - Secretariat functions report

Session format: the session is planned for maximum of two hours. The first part will focus on a panel presentation which will highlight the key messages of the performance reporting and will cover country, regional and global aspects. The presentation will be made by both Cosponsors and Secretariat colleagues sharing field and global perspectives. Details are being confirmed. The second part of the session will be dedicated to plenary discussion.

The PCB Bureau thanked the Secretariat and the Cosponsors for the good work in improving the Performance Monitoring reports including putting greater emphasis on countries' achievements and challenges in their support to the AIDS response.

Financial reporting

Two financial reports will be presented to the PCB as per established practice:

- A financial report and audited financial statements for 2018. It provides highlights of revenue, expense, net assets/equity, assets and liabilities of the Programme and information on cash flow, liquidity and equity. This is done to provide a complete picture of the financial position of UNAIDS, as at 31 December 2018.

- The Financial Statements, Accounting Policies, and notes to the Financial Statements have been prepared in compliance with the International Public Sector Accounting Standards (IPSAS) and in accordance with the Financial Regulations and Rules of the World Health Organization (WHO).
 - This is the seventh year that UNAIDS financial statements have been prepared based on IPSAS, which continues to enhance transparency, increase accountability and improve the financial reporting of UNAIDS.
 - It includes the External Auditors opinion, and the External Audit report for 2018
- A financial management update for 2018-2019 covering the period 1 January 2018 until 31 March 2019. This document presents interim financial management information on the 2018–2019 biennium for the period 1 January 2018 to 31 March 2019. The presentation at the 44th meeting of the Programme Coordinating Board will include financial information up to 31 May 2019. It includes the 2018 Internal Audit report.
- **Session format:** the session is planned for a maximum of one hour. There will be a presentation made by the Secretariat which will focus on key highlights on the financial performance of the Programme and also provide an update on both External and Internal audit recommendations and findings and will be followed by a plenary discussion.

The PCB Bureau thanked the Secretariat for the update and requested that the internal auditors' report is presented with a higher profile at the 44th PCB meeting.

• Workplan and Budget 2020-2021

- The UBRAF 2020-2021 Workplan and budget will be presented for the approval of the PCB. It is the final biennial workplan and budget operationalising the UNAIDS Fast-Track Strategy 2016-2021, approved by the UNAIDS Programme Coordinating Board (PCB) at its 38th meeting in October 2015.
- The document will present priorities, plans, targets and a budget. As the last biennium of the 2016-2021 UBRAF, it provides a stepping stone to the next UNAIDS Strategy and UBRAF.
- The 2020-2021 budget retains the structure of the UNAIDS Strategy 2016-2021 and the UBRAF, with 20 joint outputs, five core functions and a theory of change linking UBRAF outputs to higher-level results in the SDGs. The workplan and budget outlines how the Joint Programme contributes to outcomes and impact, with success ultimately determined by progress against the Fast-Track commitments and targets.
- UNAIDS maintains its target of a fully funded UBRAF at US\$ 242 million annually or US\$ 484 million for the biennium. The 2020-2021 resource allocation model remains the same as in 2018-2019.
- The Cosponsor core allocation in the form of country envelopes is proposed to be increased by US\$ 3 million per year, bringing the annual core allocation up to US\$ 187 million. The additional US\$ 3 million to the Cosponsor's core allocation for

country envelopes is directly in line with the aims of the UN development system reform agenda: creating a more accountable and effective UN system that delivers better on the ground, using a needs-based approach centred on country-contextual responses. In summary, the allocations will be as follows:

- Annual allocation of US\$ 140 million to resource the UNAIDS Secretariat and enable continued support in more than 100 countries.
- Annual allocation of US\$ 2 million to each Cosponsor to offer a degree of predictability in fulfilling respective roles in their engagement with the Joint Programme.
- A further annual allocation of US\$ 25 million to Cosponsors at country level in the form of country envelopes to leverage joint action in 33 Fast-Track countries and in support of populations in greatest need in other countries.
- Additional annual resources in the form of supplemental core funds to address particular epidemic and country contexts projected to total US\$ 55 million (US\$ 40 million for the Cosponsors and US\$ 15 million for the Secretariat)
- **Session format**: the session is planned for a maximum of one hour. There will be a short presentation made by jointly the Secretariat and Cosponsors and which will focus on key highlights and will be followed by a plenary discussion.

The PCB Bureau thanked the Secretariat and the Cosponsors for the update.

(8) Nomination of the next Executive Director of UNAIDS

The Chair of the PCB Bureau provided the following update:

- The deadline for applications was 26 May. The Search Committee is now in the process of creating the shortlist to present to the PCB.
- The Report of the Search Committee is expected to be posted the week prior to the PCB following the completion of the Search Committee's work.
- The report of the Search Committee, with the shortlist for discussion, will be posted as a
 password protected document on the PCB webpage. Members of the PCB will be given the
 password.
- The Chair of the Search Committee, Ambassador Yury Ambrazevich, will present the report to the PCB.

The PCB Bureau noted that the drafting group meetings, if any, should not go beyond 23:00 so that it will be possible to finalize the report in time for decision making.

2. Update, Thematic Segment at 44th PCB meeting:

The Secretariat provided the following update to the Bureau on the preparations for the 44th PCB Thematic Segment both in terms of the Background Note and agenda, speakers and format of the day.

The Thematic Segment has been prepared through a participatory process, guided by a working group comprised of ten PCB member states1, three PCB NGO delegates2 and five UNAIDS Cosponsors3. The working group has met for three times between March and May 2019. The group have been very active and provided input into the development of the background note and the agenda. The status of the paper(s)

- PCB Background Note is finalized and posted on UNAIDS PCB Webpage on 04 June (TBC). The paper is being translated into French
- The agenda for the Thematic Segment will be posted as soon as all the speakers have confirmed their participation.

A very short overview of the content of the paper;

The key messages of the paper:

- UHC is a critical enabler to ending AIDS
- Efforts to expand health coverage and to create people-centred health systems need to heed the lessons of the HIV response
- The HIV community need to engage with and become key players and contributors in processes to expand health coverage.
- Packages of essential health benefits must include services needed to address HIV
 prevention (primary and secondary), treatment, care and support. Affordability of
 services and commodities and close monitoring are important elements, among others
- UHC cannot be achieved over night and there is no one-size fits all. Countries need to assess their own context and identify the best way in achieving targets 3.3 and 3.8 of the health SDG.

A review of proposed key actions;

- A number of proposed key actions emerge from the thematic segment preparations for the Joint Programme, member states, civil society and private sector. They largely cover the following aspects:
 - Advocacy and leaderships to identify and utilize win-win opportunities in the AIDS and UHC agenda;
 - Alignment of relevant AIDS investments, policies, programming, and innovations alongside those of the UHC agenda, similarly ensuring inclusion of the essential HIV health related services within UHC packages to sustain the AIDS response;

¹ Brazil, Congo, France, Iran, Liberia, Mexico, Namibia, Sweden, The United Kingdom, and The United States of America

² PCB NGO delegates for Africa, Europe and North America

³ United Nations Development Programme, United Nations Population Fund, the World Bank, World Food Programme, and World Health Organization

- Inclusion of a rights-based approach for planning and implementing programmes to address the needs of all people, including those who are vulnerable and marginalized; Key stakeholders, including civil society, and community representatives need to be meaningfully involved in health programme planning, implementation and monitoring; and
- Strengthening UHC by bringing to bear the experiences of the HIV response and ensuring the lessons that have been learnt support UHC efforts to build the inclusive systems needed to deliver on the vision of sustainable health for all.

Format of the session (including type of presentation (s), case studies, guest speakers, panel, facilitator etc.)

- Two keynote speakers (one from government and one from civil society)
- Short session for clarifying what is UHC
- Three Davos style panel discussions, moderator Dr. Catherine Sozi, Director ESA RST
 - Panel 1 Service delivery issues
 - 1-A Experiences of HIV services integrating or including broader health services to meet the needs of people
 - 1-B Experiences of public facilities open for HIV services, particularly for Key Populations.
 - Panel 2 Health financing and governance issues
- Way forward and conclusion

The PCB Bureau thanked the Secretariat for the update. Some Bureau members suggested some changes in the sequencing of some speakers in particular for the looking forward session.

3. Any other business:

ECOSOC resolution on the Joint programme: The Secretariat provided the following update:

- Reminded the Bureau about the upcoming biannual report by the Executive Director of UNAIDS to the ECOSOC and the resolution to be adopted.
- Informed that the report has been submitted to the ECOSOC Secretariat and we expect the
 report to be published shortly. The report highlights the crucial role of the UNAIDS Joint
 Programme to achieving results for people in the AIDS response, demonstrates the value
 added of the Joint Programme to the achievement of the broader SDGs, and shows how the
 UNAIDS Joint Programme is aligning with and contributing to UN reform.
- Further informed that the report will be considered under the management segment 23-24
 July which will be overseen by the ECOSOC Vice-President, the Ambassador Mona Juul of
 Norway.
- Explained that as per past practice, it is expected that the Chair and Vice-Chair of the PCB
 will facilitate the negotiations for the ECOSOC resolution in Geneva. We suggest organizing
 the negotiations during the first week of July after the PCB.
- It is expected that the PCB Chair and Vice-Chair will convey the text of the draft Resolution to the President of ECOSOC. We hope that the draft resolution will then be introduced to the Council as President's text
- Mention that we will organise a meeting with the PCB Chair and Vice-Chair as soon as the ECOSOC report has been published to discuss the content for the Resolution.

The PCB Bureau thanked the Secretariat for the update and agreed to hold the informal discussions on the draft ECOSOSC resolution on the Joint Programme on the first week of July (1 and 3 July 2019).

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