



## UNAIDS PCB Bureau Meeting

**DATE:** Thursday, 7 May 2020

**TIME:** 14:30-16:30 (Geneva time)

### Participants

**PCB Bureau:** Ms Julia Martin, Ms Deana Jordan Sullivan, and Ms Fatuma Sanneh (United States of America: representing the Chair); Ambassador Penda Andreas Naanda and Ms Xungileni Martha Galukeni Chitundu (Namibia: representing the Vice-chair); Mr Ludo Bok and Mr Andrea Nannipieri (representing the CCO Chair, UNDP) and Mr Jonathan Gunthorp and Mr Andrew Spieldenner (representing the NGO Delegation)

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

**Excused:** Dr. Sadre Alam (India: representing the Rapporteur)

### MEETING DRAFT AGENDA

1. Updates on PCB Agenda Items
2. AOB

### SUMMARY

#### Opening remarks from the PCB Bureau Chair

Ms Julia Martin, Chair of the PCB Bureau, welcomed participants to the meeting of the PCB Bureau to prepare the 46<sup>th</sup> PCB meeting on 23-25 June 2020.

After adoption of the agenda, the Chair passed the floor to the Secretariat to present updates on key agenda items for the 46<sup>th</sup> PCB meeting.

#### 1. Updates on PCB Agenda items

UNAIDS Secretariat provided an update on the preparations of the 45th PCB meeting as follows:

- The revised draft annotated agenda as well as the timewise agenda of the 46th PCB meeting were posted on 28 April 2020 following clearance by the PCB Chair and Bureau
- Invitations have been sent to all constituencies. The logistical note and note verbal will follow shortly.

Additional updates on specific agenda items were provided as follows:

### **(1.2) Report of the 45th PCB meeting**

- The report was cleared by the 2019 PCB Chair, China, and was posted in English on 4 May 2020. The French version will follow shortly.

### **(1.3) Report of the Executive Director**

- The Report of the Executive Director will focus on two areas:
  - The work of the Joint Programme in light of COVID-19
    - 1<sup>st</sup> how the joint programme is using its unique country presence and the model of our Joint Teams on AIDS to support governments and communities to respond to COVID-19 through a coordinated, multi-sectoral response. A response where the health sector remains in the lead, but the full potential of the UN and all governmental and non-governmental sectors, and particularly community groups, are strategically engaged
    - 2<sup>nd</sup> how we have deployed our distinctive capacity to use data, evidence and sense of urgency to guide the response. Not only on where COVID-19 testing and contract tracing need to be expanded, for example in Africa where we are working to support Africa CDC to roll-out the Partnership to Accelerate COVID-19 Testing. But also and critically in the countries and communities that are most-vulnerable to the COVID-19 pandemic. She will also highlight the need for more targeted support and resources to accelerate the recovery and response of communities and countries, including in the urgent, equitable access to essential COVID-19 diagnostics, treatments and a vaccine.
    - 3<sup>rd</sup> in this complex and rapidly changing world, how the UNAIDS Joint Programme is ensuring that the AIDS response across the HIV continuum, from prevention, to testing, treatment, to care and support - remains on-track and moving forward to our common targets. As we prepare for the launch of UNAIDS next Global AIDS Report, she will share with the Board how we have intensified our collaboration with global and local partners to ensure that the rights of PLWH, key populations and communities are protected and access to life saving services are maintained in this new context.
- The Strategy process UNAIDS Strategy beyond 2021: The Executive Director will highlight the results of the upcoming review of the current strategy and its implementation and the results of the multi-stakeholder consultation that will begin in June. Of course, she will also highlight the options, processes and timelines, so the PCB can determine which option will ensure that the next UNAIDS strategy remains ambitious, visionary, and evidence-based in this evolving global environment and how UNAIDS must be best positioned to deliver against that strategy.

The PCB Bureau requested that, in light of the virtual PCB meeting, the outline of the report of the Executive Director be shared as early as possible to permit PCB participants time to review it.

#### **(1.4) Report of the CCO**

- The CCO will be meeting next Friday, 15 May 2020. The role that the Joint Programme can play in responding to the COVID-19 response, the implications for the HIV response, and the post-2021 UNAIDS Strategy.
- The report of the CCO will focus on these three items as well.

The PCB Bureau requested that, in light of the virtual PCB meeting, the outline of the report of the CCO be shared one month in advance as per the standard timeframe for Board papers. Maximum time will be needed in the virtual setting to permit PCB participants time to review it.

#### **(3) UNAIDS Strategy beyond 2021**

- The paper for this agenda item will be split into two parts:
  1. Main PCB Paper: UNAIDS Strategy beyond 2021
    - **Part 1:** Consolidated Report of Strategy Review (highlights findings from Survey, Interviews, Focus Group Discussions, Strategy Progress Report, Multi-Stakeholder Consultation);
    - **Part 2:** Proposed options for the next steps, respective processes and timelines, to ensure that the UNAIDS strategy remains ambitious, visionary, and evidence based beyond 2021
  2. Conference Room Papers: Report of Quantitative Survey
  3. Report of Interviews
  4. Report of Focus Group Discussions
  5. Strategy Progress Report (data analysis by UNAIDS Joint Programme)
  6. Report of Multi-Stakeholder Consultation
- The Secretariat summarized progress since March when the Strategy team was established within the Secretariat.
- Focus group discussions and surveys are expected to be launched next week with an aim to have a maximum of external engagement and diverse input. The Secretariat noted the tight timeline and noted concerns raised regarding the ability of members to participate during this period in light of COVID-19. The Secretariat welcomed advice and guidance from the Bureau to address these concerns.

The PCB Chair requested that the discussion on how to approach the timeline of the strategy be considered later in the meeting given the number of presentations remaining. PCB Bureau members requested clarity on the background that would be provided to focus groups and interviewees in advance of their consultation.

The Secretariat noted that a series of questions geared towards gaining a qualitative understanding (such as identifying priority areas, barriers, and experiences) would be shared in advance of consultations and interviews. The goal of these focus groups and interviews was to share insights and experience.

#### **(5) Update on the task team on community-led responses**

- This update will be a process-oriented paper with a focus on the establishment of the task team. The terms of reference for the task team will be included as an annex to the PCB paper.
- The paper will be laid out as follows:
  1. History leading up to task team formation: commitments in 2016 Political Declaration on community-led service delivery and funding to social enablers; PCB DPs giving UNAIDS mandate to follow-up on this, leading us to most recent DP on multistakeholder task team.
  2. Development of the TOR
    - a. Composition of the task team: defined by PCB 43 DP 10.4.b.
    - b. Work of task team: to standardize the use of definitions for community-led responses, take forward recommendations to MTAG.
  3. Process to convene the task team
    - a. TOR shared with Cosponsors for feedback before being circulated online for expressions of interest.
    - b. Method for outreach, final composition of task team.
  4. Work of the task team: summary of first meeting held by end of May, outcomes and timeline for deliverables for the remainder of 2020 (recommendations to MTAG as well as update to PCB in December).
- The Secretariat noted that there has been significant interest received and the Joint Programme was working to narrow down the list to 24 people, per the TOR. The list is expected to be finalized shortly.
- Once established, it is anticipated that the first meeting will take place in the last week of May.
- The PCB is expected to take note of the progress report.

#### **(4) UBRAF**

- The 2018-2019 Performance Monitoring Report package consists of the following sections:
  - Part I: Executive Summary
  - Part II: Regional and Country Report
  - Part III: Strategy Result Area and Indicator Report
  - Part IV: Organizational Report
- The PMR Package will be complemented by information presented on the UNAIDS Transparency portal.
- The PMR will identify key achievements as well as challenges and bottlenecks to address.
- The Financial reports will include an 8<sup>th</sup> set of financial statements based on the IPSAS Accounting Standards as well as a financial update.
- All recommendations of the external audit conducted in 2019 have been implemented.
- The financial situation has been relatively stable during 2019, but remains tight. US \$184 million raised, which is 76% of resource mobilization target of US \$242 million.

**Key messages from the PMR are as follows:**

- The 2018-2019 biennium is unique in three respects: (i) the integrated SDG agenda and the UN reform created new opportunities and placed new demands on what and how the UNAIDS Joint Programme delivers; (ii) there was a significant change in the discourse of the HIV response, from a very optimistic tone to a stark wake-up call that the pace of progress is not matching global ambition; (iii) it was a period of trials and renewal for the Joint Programme – a time of internal reflection, transformation and change of leadership; a time of proving relevance and delivering results for people with the refined UNAIDS operating model, despite continuing resources constraint.
- Amidst these realities, the Joint Programme remained the core catalytic power within the HIV response, maintaining HIV on the political agenda and leveraging global leadership, strong field presence, strategic partnerships [GF; PEPFAR; AU; CSO and communities], data, knowledge and specialized expertise across its 11 Cosponsors and the Secretariat.
- Fulfilling the Fast Track commitments set forth by the 2016 Political Declaration remained central to the Joint Programme's work. Globally, many Fast-Track targets are yet out of reach; progress at country level varies. Areas of slow progress are known; effort continues to turn the tide, with greater attention to social and structural determinants, wider range of innovation, and better integration of HIV across the SDGs.
- Agile and incredibly flexible, the Joint Programme's work continued to range from global diplomacy to implementation support in emergency settings and span across the sustainable development goals. In all contexts, across all levels, achieving results for people and leaving no one behind remained the ultimate purpose of the Joint Programme's engagement.
- The multi-sectoral nature of the Joint Programme makes it particularly relevant in the context of the 2030 Agenda for Sustainable Development: with the diverse expertise at their disposal, Cosponsors and the Secretariat are able to operate across the SDGs, leveraging the different expertise and mandates of different agencies to integrate HIV across development priorities, and building on the lessons of the AIDS response to advance goals and targets beyond SDG3.
- Although the financial resources for the Joint Programme have reduced quite dramatically compared with the original 2016-2021 budget, the Cosponsors and the Secretariat have maintained their commitment to the results and accountability framework as set forth in the 2016-2021 UBRAF. Through stronger partnerships, innovation, creative solutions and direct engagement with donors the Joint Programme has been able to maintain and, in some areas, even expand its work. Fully funded UBRAF would enable the Joint Programme to scale up its support to countries towards greater, more equitable, more sustainable impact on people's lives.

PCB Bureau members requested clarification on whether there was advancement in disaggregating the data and in reducing the length of the UBRAF further.

The Secretariat reiterated their commitment to further disaggregating the data and to simplifying the presentation. An Executive Summary will anchor the Performance Monitoring package and the package itself has been reduced by half since the previous report.

## **(7) Update on the Management Action Plan**

- The EXD is committed to creating a healthy, safe and inclusive workplace where all UNAIDS staff can find joy in their work – maximizing the positive difference we make individually and collectively for the health, dignity and security of people around the world.
- The Management Action Plan is being deepened through a gender-action learning programme, enlisting the support of external expertise and drawing upon experience in other mandate-driven organizations. It will use feminist tools and methodologies to assess UNAIDS as an institution, and engage staff in dialogue and examination of how we work, and in particular how power is shared and used in the workplace.
- The Secretariat has strengthened care for staff. A new Staff Counsellor for Mental Health and Wellbeing has started; she has set up a confidential counselling service and is meeting with individuals and teams, including virtual sessions with field-based staff.
- The Secretariat has strengthened internal communications and collaboration – especially important in the context of Covid-19 and business continuity, supporting colleagues to take up teleworking arrangements and continue our work space while responding to new realities and country/community needs

## **(8) Update on strategic human resources management**

- The PCB Paper will focus on the following key messages and will be accompanied by three conference room papers:
  - a) The Secretariat has continued to move forward with its ambitious agenda across the four pillars of the 2016-2021 HRM Strategy, notwithstanding the major impact that the COVID-19 pandemic has had, and continues to have, on the way that UNAIDS staff members interact, perform their work and contribute to the critical work of the Secretariat. This has created challenges which we are collectively working to address but also opportunities, to re-think, streamline and simplify the ways in which we work.
  - b) UNAIDS is a diverse organization, both in terms of gender and geographic representation. 123 nationalities were represented amongst the UNAIDS workforce at December 2019, and 101 nationalities amongst the Organization's 330 international professional staff members. The overall percentage of female staff members now stands at 55% although women remain under-represented at the more senior managerial levels of P5 – D2 at 45%. Initiatives have been implemented to address this.
  - c) Significant progress was made in the reporting period in resolving formal administration of justice cases. In 2019, a total of 15 Requests for Administrative Review were received (compared to 16 in 2018), resulting in nine final administrative decisions being issued. In the same period, UNAIDS concluded five disciplinary proceedings which led to the imposition of disciplinary measures.
  - d) In 2019, new learning curriculums were launched, aligned with UNAIDS's corporate priorities and based on a blended learning approach to support staff development. These included a coaching programme, career management workshops, a revised orientation programme and the roll out of a learning package focusing on UN reform. Efforts continue to enable staff members to participate in short term development assignments in other offices to increase their skills.

- e) Many of the commitments of the Management Action Plan for a healthy, equitable and enabling workplace have already been translated into standard human resource management practice and the remaining commitments are being operationalized. Solid foundations are now guiding HRM practices, supported by comprehensive policies that are respected and followed. The next step is to bring about transformational organizational culture change. In 2020, the UNAIDS Secretariat will be partnering with Gender at Work to implement an 18-month Gender Action Learning process which will help the UNAIDS Secretariat create space for critical reflection and build a learning culture rooted in feminist principles of equality, justice and non-violence.
- f) The Ethics Office is in the process of being established as an independent function. Once completed, the report will be included in the Organizational Oversight Report agenda item. The report of the Ethics Office will be included in the Update on Human Resources Management as is practice for the June 2020 meeting.

- The PCB is anticipated to take note of the report.

PCB Bureau members thanked the Secretariat and noted an interest in engaging with the Director of HR on certain key posts, including the intellectual property post.

The Secretariat welcomed continued conversation on this point.

#### **(9) Organizational Oversight Reports**

- This will be the first time that the independent reports are presented as a standalone item. Previously, the reports of the auditors were included as annexes to the financial reporting.
- The reports of the auditor will be published shortly.

#### **(10) Statement by the USSA**

- The statement will rely on data from the most recent staff survey, which has just been completed.
- The response rate for the survey was around 60%, which is in line with previous surveys.
- The data is still being analyzed.
- The Chair of the Staff Association will speak to key trends.

#### **(6) Update on PCB Working Group on the JIU Recommendations**

- The Working Group held its first meeting on Thursday, 30 April 2020. All members were present.
- The Working Group discussed ways of working and reviewed the relevant recommendations. The group determined that it produce its update as soon as possible for publication.
- The paper will largely be procedural, focusing on the establishment of the WG and its first meeting.
- The second meeting of the WG will take place in early June and will be included in the verbal presentation of the update to the PCB. This meeting will focus on the third recommendation of the JIU regarding changing the Modus Operandi to expand upon the PCB's oversight and accountability role.
- As the PCB Paper will be published shortly, it will be a procedural paper, focusing on the establishment of the Working Group and the first meeting.

Bureau members thanked the Secretariat and the Chair for the updates on the agenda items.

## 2. AOB

The PCB Chair noted that there were two items to discuss under AOB.

### Procedures for virtual meeting

Following the last meeting, the PCB Bureau sought legal counsel to clarify procedural questions for the virtual meeting, including statement collection, presentations, and pre-meeting consultations. Members of the Bureau had received the opinion in advance of the meeting.

The PCB Chair proposed that she should put forward a proposal for consideration and discussion by the PCB Bureau next week.

The Secretariat noted that the options to verify this proposal were two-fold: (1) Present the operational procedures at the opening of the meeting in June or (2) Submit these procedures to the PCB through the intersessional process in advance of the meeting.

Members of the PCB Bureau noted their support for the Chair drafting a proposal with options on operational procedures that would be further submitted to the Bureau and once consensus reached, to the broader PCB through the intersessional process. In light of the exceptional circumstances, members requested the Chair to consider technical limitations of participation in developing the proposal, including volume of participants as well as ensuring that statements, questions and issues can be raised by members in advance to best facilitate the virtual meeting.

### UNAIDS Strategy beyond 2021:

A PCB Bureau member outlined the following concerns with the rest of the Bureau for discussion:

- Recognizing the importance of the review process and the exceptional circumstances as a result of COVID-19
- Concern that the timeline to complete the review was too short to complete a thorough review and the necessary wide-spread consultation
- Concern that COVID-19 had highlighted technological disparities that may limit the participation in these consultations
- Importance of the UNAIDS Strategy responding to the impact of COVID-19, which is still difficult to assess
- Multistakeholder consultation should take place when review is fully finalized in September

Bureau members raised several issues on the process and timeline for consideration of a UNAIDS Strategy beyond 2021.

- It stressed the importance of an in-depth review as the starting point for the strategy discussions
- Agreed that the current timeline was significantly compressed with potential limitations for external partners in light of COVID-19.
- Questioned the necessity to complete the strategy review and decision making for the future strategy by the December 2020 PCB.



Through discussion there was agreement of the Bureau members present of the following:

- Support was expressed for the majority of the steps in the current strategy review process and the multistakeholder consultation to be completed in September to allow for optimal time for input. The multistakeholder consultation scheduled for May would be cancelled.
- That the desk review of the results of the current strategy should be completed and 'spoken to' at the June meeting. This is a starting point for the review but the first step in the process.
- Flexibility, particularly to take into account the impact of COVID-19 on the AIDS response, was encouraged; but members stressed the importance of ensuring that a Strategy is in place in advance of a High-Level Meeting in 2021.
- Bureau members discussed potential options for the presentation on the Strategy at the June meeting, including the preliminary results of the desk review and a procedural update with an anticipated timeline.
- That the ED should proceed with discussions with the SG on the timing of a HLM in June September 2021 as per the PCB December 2019 Decision Point.,
- Members requested the PCB Chair to consult on the way forward for the Strategy agenda item with the PCB legal counsel, and to revert back on the way forward.