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NOTE ON PREPARATION OF THE JOINT BOARD MEETING, 21 AND 24 JANUARY 2005

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INTRODUCTION

1. The Joint meeting of the Executive Boards of the United Nations Development Programme (UNDP)/the United Nations Population Fund (UNFPA) and the United Nations Children's Fund (UNICEF) with the participation of WFP, held on 26 and 29 January 2004, concluded that (i) presentations were too long, leaving insufficient time for discussion, (ii) the discussion dynamics were an issue because of the low level of participation of programme countries, (iii) presentations should take into account that members have a certain degree of familiarity with some topics and (iv) detailed agenda and background documentation needed to be circulated early. The Joint Meeting also requested the secretariats to introduce a note on preparation of the Joint Meeting for 2005 for discussion at the annual sessions of the Executive Boards of the agencies concerned.
2. This note therefore recalls the concluding remarks of the Joint Meeting of January 2004 and the comments and agreements reached by the Presidents of the four Executive Boards at a briefing held immediately after the Joint Meeting.
3. There was consensus that HIV/AIDS was a serious threat that called for urgent attention, action and funds. Coordinated action and results monitoring were needed among the United Nations organizations, with the role of each clearly defined; more information would be provided at future Joint Meetings of the Boards. The linkages between HIV/AIDS, poverty, food insecurity and governance were also recalled. It was agreed that presentations and responses at next year's Joint Meeting of the Boards should focus more on coordinated action and mechanisms.
4. The meeting also reaffirmed the importance of simplification and harmonization (S&H) – which meant doing business more effectively and efficiently. It would form part of the forthcoming discussions on the Triennial Comprehensive Policy Review (TCPR). The meeting recognized the need to consider the implications of S&H for specialized agencies working on humanitarian issues, and suggested a broader approach to the subject.

PLANNING OF THE JOINT MEETING OF THE EXECUTIVE BOARDS, 2005

5. A debriefing meeting of the Presidents of the Executive Board of the four agencies held immediately after the Joint Meeting of the Boards agreed that:
 - UNICEF would facilitate coordination of the next Joint Meeting of the Executive Boards in 2005;
 - the Presidents and Bureaux would actively participate in early planning of the Joint Meeting of the Executive Boards for 2005;
 - future presentations at Joint Meetings of the Executive Boards should not exceed **three** presenters and be given rigid time restrictions.



6. There was consensus that HIV/AIDS and S&H should be regarded as **standing items** of future Joint Meetings of the Executive Boards. Following an agreement of the Presidents of the three Boards and consultations with the Bureaux, the following agenda is proposed for the Joint Meeting in 2005:

Tentative Agenda	
Proposed item	Focal point/presenter
1. HIV/AIDS orphans	UNICEF
2. Simplification and harmonization: progress achieved and outcome of the TCPR discussions	UNDP
3. Transition from relief to development, using the report of the undg/echa working group as background and lessons learned from field visits in Mozambique and Guatemala	WFP
4. Gender	UNFPA

