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# THE STRATEGIC PLAN

2020-2023

## BRIEFING BY THE EXECUTIVE DIRECTOR TO MEMBER STATES ON THE PREPARATIONS FOR THE FIRST SESSION OF THE EXECUTIVE BOARD FOR 2023

**MAIMUNAH MOHD SHARIF**  
Under-Secretary-General  
and Executive Director

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# KEY TOPICS

1. Dates, Place, and Provisional Agenda for the 2023 first session of the Executive Board.
2. The overall expectations for the upcoming 2023 first session of the Executive Board.
3. Briefing on matters to be covered under each item of the Provisional Agenda of the session.
4. The proposed organization of work during the session.
5. Briefing on logistical arrangements, and
6. Questions and Answers.



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# 1. DATES, PLACE, PROVISIONAL AGENDA AND DOCUMENTATION

# 1. DATES, PLACE, PROVISIONAL AGENDA AND DOCUMENTATION



## 1a. Dates and place of the session as contained in the Notification of the Executive Director.

1. The **Notification of the Executive Director** was sent on 17 February 2023 to all member states informing of the agenda and date of the first session of the Executive Board for the year 2023 as required by Rule 3 of the rules of procedure.
2. The meeting will be held for two days on **28 and 29 March 2023**.
3. The session will be held in a **hybrid format with the physical participation in Conference room 2 at UNON** which hosts the UN-Habitat headquarters.
4. The Notification is available online in all official languages.



# 1. DATES, PLACE, PROVISIONAL AGENDA AND DOCUMENTATION



## 1b. Provisional Agenda recommended by the Bureau in line with decision 2022/7 (HSP/EB.2023/1).

1. Opening of the session.
2. Organizational matters: (a) Adoption of the agenda and the workplan for the first session of 2023; (b) Adoption of the report of the Executive Board on the work of its second session of 2022.
3. Reports by the chairs of the ad hoc working groups established by the Executive Board.
4. Financial status of UN-Habitat, including an update on the financial reserve and the updated scalability model for the non-earmarked budget of the Habitat and Human Settlements Foundation.
5. Briefing on the second session of the United Nations Habitat Assembly.
6. Preparations for the twelfth session of the World Urban Forum.
7. Findings of the analysis of the reputational risks related to the Sustainable Human Settlements Foundation and overview of earmarked private sector contribution agreements.
8. Normative and operational activities of UN-Habitat, including reporting on the programmatic activities of UN-Habitat in 2022 and the implementation of subprogrammes, flagship programmes and technical cooperation activities.
9. Annual report on action by UN-Habitat to strengthen protection against sexual and any other type of exploitation and abuse and against sexual harassment in the workplace.
10. Consideration and adoption of the outcomes of the session, including the provisional agenda for the second session of 2023.
11. Other matters.
12. Closure of the session.

# 1. DATES, PLACE, PROVISIONAL AGENDA AND DOCUMENTATION



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## 1c. Documentation for the Session.

1. Pre-session documents before the 2023 first session of the Executive Board are available online at: <https://unhabitat.org/meetings/first-session-of-2023-of-the-executive-board>.
2. The following two documents to shared by 17 March 2023
  - (i)The Draft UN-Habitat stakeholder engagement policy. The document is still under discussion by the ad hoc working group on the development of stakeholder engagement policy.
  - (ii)The Report of the Executive Director on the analysis of the reputational risks related to the Sustainable Human Settlements Foundation. The work on analysis is still on-going.
3. The list of documents is contained in document HSP/EB.2023/INF.1



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## 2. EXPECTATIONS FOR THE FIRST SESSION OF THE EXECUTIVE BOARD FOR THE YEAR 2023.

## 2.EXPECTATIONS ON THE 2023 FIRST SESSION OF THE EXECUTIVE BOARD

- 1. The financial status of UN-Habitat:** The non-earmarked Foundation is in a historically healthy position and the current operation is based on the \$3 million budget approved by the Board for 2023. UN-Habitat welcomes guidance with respect to its finances, including on the financial reserve and on the principles of the scalability model.
- 2. The findings of the analysis of the reputational risks related to the Sustainable Human Settlements Foundation** as requested by the Executive Board. Our expectation is that the Executive Board may issue further guidance to enable UN-Habitat to enter into a contribution agreement with Sustainable Human Settlements Foundation and receive the donation from the Foundation.
- 3. The agenda item related to the Normative and Operational activities** of UN-Habitat will focus on the need for and the possible benefits of the development of the model of Sustainable Development Goals Cities certification. The the Executive Board, may make related decisions including those that may enable UN-Habitat to rally Governments, United Nations system, the private sector and other actors to jointly further develop the Sustainable Development Goals Cities certification model.
- 4. Following the briefing the upcoming second session of United Nations Habitat Assembly,** the Executive Board may consider and recommend to the Assembly a draft stakeholder engagement policy for further consideration. The Executive Board may also make additional recommendations for the consideration by the Assembly at its second session.





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# 3. BRIEFING ON THE MATTERS TO BE COVERED UNDER EACH ITEM OF THE PROVISIONAL AGENDA OF THE 2023 FIRST SESSION OF THE EXECUTIVE BOARD.



## Matters to be covered under Agenda item 1. Opening of the Session

- 1. The session will open at 9am East Africa Time on Tuesday, 28 March 2023** with opening remarks by Chair and the Executive Director.
- 2. The Chair may make any important announcements on the conduct of the session including protocol for the session.**
- 3. We may also have opening remarks from other high-level officials.**

### 3. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2023 FIRST SESSION



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#### Matters to be covered under Agenda item 2. Organizational matters;

- (a) Adoption of the agenda and the workplan for the first session of 2023;
- (b) Adoption of the report of the second session of 2022.

The Executive Board will:

1. Review and **adopt the provisional agenda** and workplan for its first session for the year 2023.
2. Consider and **adopt the report of its work at the 2022 session session** held in November 2022.



### Matters to be covered under Agenda item 3. Reports of the ad hoc working groups established by the Executive Board.

1. Briefing by the **Chair of the ad hoc Working Group** on Programmatic, Budgetary and Administrative issues on **the progress** made by the Working Group.
2. Briefing by the **Chair of** the Ad-hoc working group on the development of a Stakeholder Engagement Policy on the progress made by the working group.
3. Possible recommendations of the Executive Board on the basis of the briefing of the Chairs of the ad hoc working groups of the Executive Board.



## Matters to be covered under Agenda item 4. Financial status of UN-Habitat, including an update on the financial reserve and the updated scalability model for the non-earmarked budget of the Habitat and Human Settlements Foundation

Presentation by the **Executive Director** on the following:

1. Financial status of UN-Habitat as **at 31 December 2022** and latest data on financial status as at the end of February 2023.
2. An update on the financial reserve and
3. The updated scalability model for the non-earmarked budget.

The Executive Board may deliberate on the matters under this item and come up with related recommendations for follow-up action.





## **Matters to be covered under Agenda item 5. Briefing on the second session of the United Nations Habitat Assembly.**

The Executive Director will brief on the preparations for the second session of the United Nations Habitat Assembly to be held from 5 to 9 June 2023 at the headquarters of UN-Habitat in Nairobi.

The Executive Board may wish to take note of the briefing and make any recommendations towards the preparations of that session or to the Assembly itself.

### 3. BRIEFING ON THE PROVISIONAL AGENDA OF THE 2023 FIRST SESSION



## Matters to be covered under Agenda item 6. Preparations for the twelfth session of the World Urban Forum.

- The Executive Director will provide a briefing on the early preparation efforts towards the twelfth session of the World Urban Forum to be held in Egypt in 2024.
- The Executive Board may wish to take note of the briefing and come up with any recommendations for that may help to strengthen the preparatory efforts, among others.



**Matters to be covered under Agenda item 7. Findings of the analysis of the reputational risks related to the Sustainable Human Settlements Foundation and overview of earmarked private sector contribution agreements.**

1. As requested by the Executive Board in decision 2022/5, the Executive Director will brief the Board on the analysis of the reputational risks related to the Sustainable Human Settlements Foundation.
2. The briefing will also highlight the earmarked private sector contribution agreements to the Organization.

The Executive Board may wish to take note of the briefing and formulate further recommendations for follow-up action.

### 3. BRIEFING ON THE PROVISIONAL AGENDA FOR THE 2023 FIRST SESSION



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**Matters to be covered under Agenda item 8 .** Normative and operational activities of the United Nations Human Settlements Programme, including reporting on the programmatic activities of UN-Habitat in 2022 and the implementation of subprogrammes, flagship programmes and technical cooperation activities.

The Executive Director will brief the Executive Board on the need for and the possible benefits of the development of the **model of Sustainable Development Goals Cities certification.**

The Executive Board may wish to take note of the briefing by the Executive Director and formulate further recommendations for follow-up action.

### 3. BRIEFING ON THE PROVISIONAL AGENDA FOR THE 2023 FIRST SESSION



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**Matters to be covered under Agenda item 9. Annual report on action by UN-Habitat to strengthen protection against sexual and any other type of exploitation and abuse and against sexual harassment in the workplace.**

The Executive Director will provide a briefing on action by UN-Habitat to strengthen protection against sexual and any other type of exploitation and abuse and against sexual harassment in the workplace, which includes information on allegations, investigations and action taken by UN-Habitat, and on trends in those categories.

The Executive Board may take note of the briefing by the Executive Director and provide further recommendations for follow-up action.





**Matters to be covered under Agenda item 10. Consideration and adoption of the outcomes of the session, including the provisional agenda for the second session of 2023**

Under the Guidance of the Chair, the **Executive Board:**

- i. May **adopt any draft decisions and outcomes** of its first session session of 2023.
- ii. Will set the **date and provisional Agenda** for its **next session** (2023 second session).

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## Matters to be covered under Agenda item 11. Other Matters

Under this item, the **Executive Board** will consider **matters** which, although not covered under any particular agenda item, **are deemed to warrant its attention.**



### Matters to be covered under Agenda item 12. Closure of the session

Under this item, the Chair of the **Executive Board** will formally **close the session** after due consideration that Board has concluded the work of its first session of 2023 by 5p.m. on Wednesday, 29 March 2023.



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# 4. PROPOSED ORGANIZATION OF WORK DURING THE 2023 FIRST SESSION OF THE EXECUTIVE BOARD.

*CHRIS MENSAH*



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# 4. ORGANIZATION OF WORK DURING THE 2023 FIRST SESSION OF THE EXECUTIVE BOARD.

	Day 1: 28 March 2023	Day 2: 29 March 2023
Morning 9.00am to 12 noon	<ol style="list-style-type: none"> <li>1. Opening of the session.</li> <li>2. Organizational matters:</li> <li>3. Reports by the chairs of the ad hoc working groups established by the Executive Board.</li> <li>4. Financial status of UN-Habitat, including an update on the financial reserve and the updated scalability model</li> </ol>	<ol style="list-style-type: none"> <li>8. Normative and operational activities of UN-Habitat: engagement of UN-Habitat in countries, territories and areas affected by conflict and disaster and, implementation of flagship programmes.</li> </ol> <p><i>Informal consultations on draft outcomes</i></p>
Afternoon 2.00pm to 5.00pm	<ol style="list-style-type: none"> <li>5. Briefing on the second session of the UN-Habitat Assembly.</li> <li>6. Preparations for the twelfth session of the World Urban Forum.</li> <li>7. Findings of the analysis of the reputational risks related to the Sustainable Human Settlements Foundation and overview of earmarked private sector contribution agreements.</li> </ol> <p><i>Informal consultations on draft decisions</i></p>	<ol style="list-style-type: none"> <li>9. Annual report on action by UN-Habitat to strengthen protection against sexual and any other type of exploitation and abuse and against sexual harassment in the workplace.</li> <li>10. Consideration and adoption of the outcomes of the session, including the provisional agenda for the second session of 2023.</li> <li>11. Other matters.</li> <li>12. Closure of the session</li> </ol>





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# 5. BRIEFING ON LOGISTICAL ARRANGEMENTS.

## *CHRIS MENSAH*

## 5. BRIEFING ON LOGISTICAL ARRANGEMENTS

### 5a. Participation at the 2023 first session of the Executive Board.

1. In person participation is open to all the 36 Member Countries of the Executive Board as well as delegations from State Members of the United Nations and United Nations Specialized Agencies
2. In person participation will be at Conference Room 2 at UNON.
3. In line with rule 8 of the rules of procedure, **Permanent and Observer Missions must communicate the names of the members of their respective delegations** no later than **Thursday, 24 March 2023**, to the Secretary to the Governing Bodies.
4. For purposes of **access to the online session**, we are also requesting that delegations **include their email addresses** in the communication.
5. Delegates participating in person will be requested to be present in Conference room 2 at UNON by 8.45am East Africa Time.
6. Delegates participating online will be requested to log in by 8.45 am East Africa Time.

## 5. BRIEFING ON LOGISTICAL ARRANGEMENTS

### 5b. Registration.

1. The **registration** for the session is now open since **Monday, 24 February 2023** and this will **close on Friday, Thursday, 23 March 2023 before 2pm East Africa time.**
2. **All delegates are encouraged to pre-register online** at <https://unhabitat.org/meetings/first-session-of-2023-of-the-executive-board>.
3. **On-site registration** will open at UNON on **Monday, 27 March 2023** and will continue on **Tuesday, 28 March 2023** at the Security Pavilion. Pre-registered Delegates without UN ground passes may pick their access passes at the registration desk.
4. **Onsite registration timings:**
  - **Monday, 27 March 2023** from 07:30 to 16:00, East Africa Time (EAT) and
  - **Tuesday, 28 March 2023** from 07:30 to 16:00, East Africa Time (EAT).

## 5. BRIEFING ON LOGISTICAL ARRANGEMENTS



### 5c. Consultations by Regional Groups prior to the Session.

1. Consultations by regional groups may still occur virtually or in-person prior to the session.
2. Any regional group that may require the support of the Secretariat to schedule an online consultation for their group may do so by writing to the Secretariat.

## 5. BRIEFING ON LOGISTICAL ARRANGEMENTS



### 5d. Participation of Partners.

1. **Duly accredited partners have been informed of the upcoming session of the Executive Board.**
2. **These are partners accredited to ECOSOC or to the first session of the UN-Habitat Assembly.**
3. **Upon registering online and verification of their accreditation, they will receive access to participate in the session online.**

# 6. QUESTIONS AND ANSWERS



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