



**Executive Board
of the United Nations
Human Settlements Programme**

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**Executive Board of the United Nations
Human Settlements Programme
First session of 2020**

Nairobi, 31 March–2 April 2020
Item 2 of the provisional agenda*

Organizational matters: adoption of the agenda

Annotated provisional agenda

Item 1

Opening of the session

1. Pursuant to General Assembly resolution 73/239 of 20 December 2018, the Executive Board of UN-Habitat held its first meeting at the headquarters of the United Nations Human Settlements Programme (UN-Habitat) on the afternoon of Thursday, 30 May 2019. Subsequently, it resumed its first meeting at the headquarters of UN-Habitat on 19 and 20 November 2019. At that meeting, in paragraph 3 of its decision 2019/4, the Executive Board decided to hold its first session of 2020 from Tuesday, 31 March to Thursday, 2 April 2020. The membership of the Executive Board beginning on 31 May 2019 is set out in annex I to the present document, while the geographical distribution of officers elected at the first meeting, in 2019, and to be elected at the first session of 2020, is set out in annex II.

Documentation

Report of the Executive Board of UN-Habitat on the work of its resumed first meeting (HSP/EB/1/12)

Decisions adopted by the Executive Board of UN-Habitat at its resumed first meeting (HSP/EB/1/11)

Item 2

Organizational matters

(a) Adoption of the agenda and the workplan for the first session of 2020

2. Under this sub-item, the Executive Board will consider and adopt its agenda for the first session of 2020 and decide on the organization of its work for the session. The proposed organization of work and the timetable for the session are set out in annex III to the present document. The provisional agenda was approved by the Executive Board at its resumed first meeting, held on 19 and 20 November 2019, in paragraph 7 of its decision 2019/4, and includes the amendments recommended by the Bureau of the Executive Board at its meeting of 14 January 2020.

Action: adoption of the agenda and the workplan for the first session of 2020

Documentation

Provisional agenda (HSP/EB.2020/1) (for decision)

Annotated provisional agenda (HSP/EB.2020/1/Add.1)

List of documents for the first session of 2020 of the Executive Board (HSP/EB.2020/INF/1)

* HSP/EB.2020/1.

(b) Adoption of the report of the Executive Board of the United Nations Human Settlements Programme on the work of its resumed first session

3. Under this sub-item, the Executive Board will be invited to adopt the report on the work of its resumed first meeting held on 19 and 20 November 2019, based on the recommendation of the Rapporteur.

Action: adoption of the report of the Executive Board on the work of its resumed first meeting

Documentation

Report of the Executive Board of UN-Habitat on the work of its resumed first meeting (HSP/EB/1/12) (for adoption)

Decisions adopted by the Executive Board of UN-Habitat at its resumed first meeting (HSP/EB/1/11)

(c) Reports of the ad hoc working groups of the Executive Board

4. In line with the decisions of the Executive Board, in particular with paragraph 7 of decision 2019/2, creating the ad hoc working group on programmatic, budgetary and administrative matters; paragraph 11 of decision 2019/2, creating the ad hoc working group on working methods; and paragraph 5 of decision 2019/3, creating the ad hoc working group on the development of a draft stakeholder engagement policy; and in accordance with the recommendations of the Bureau, under this item, the respective chairs of the ad hoc working groups will provide, as needed, a briefing on the work of each of those groups.

Action: briefing by the chairs of the ad hoc working groups on the work of each group

Item 3

Financial, budgetary and administrative matters

5. Under this item, the secretariat will introduce the report of the Executive Director on the financial status of UN-Habitat as at 31 December 2019 and an overview of options to further rationalize costs, as required by paragraph 4 of decision 2019/2. The secretariat will also provide an update on the restructuring of UN-Habitat, as requested by paragraph 5 of decisions 2019/4, and on the progress achieved in addressing the recommendation in the report of the Board of Auditors to establish a framework and methodology for full cost recovery in accordance with General Assembly resolution 67/226, as required by paragraph 10 of decision 2019/2. The Executive Director will provide a briefing to the Executive Board in preparation for the discussion on the financial, budgetary and administrative situation of UN-Habitat.

Action: Briefing by the Executive Director on financial, budgetary and administrative matters and discussion

Documentation

Report of the Executive Director on the financial status of UN-Habitat as at 31 December 2019 (HSP/EB.2020/2)

Report of the Executive Director on the staffing of UN-Habitat as at 31 December 2019 (HSP/EB.2020/3)

Item 4

Status and discussions on the draft annual work programme of the United Nations Human Settlements Programme and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2021

6. Pursuant to rule 5 (c) of its rules of procedure, the Executive Board has the mandate to approve and oversee the implementation of the annual programme of work and budget and the resource mobilization strategy, in accordance with the strategic plans and political guidelines provided by the UN-Habitat Assembly. By paragraph 4 (a) of its decision 2019/4, the Executive Board decided that the annual work programme and budget of UN-Habitat was to be included on the provisional agenda of Executive Board sessions for its consideration at its first session each year. Accordingly, under this item, the secretariat will update the Executive Board on the status of the draft annual work programme of UN-Habitat and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2021.

7. As requested by paragraphs 13 and 14 of decision 2019/1, the Executive Director will also present additional information responding to questions and issues raised during the resumed first meeting of the Executive Board in 2019 on the work programme of UN-Habitat and the budget of the United Nations Habitat and Human Settlements Foundation for 2020. The Executive Director will also brief the Board on the follow-up to the recommendations of the Advisory Committee on Administrative and Budgetary Questions on the work programme and budget for 2020.

Action: Update by the Executive Director on the draft annual work programme and budget of UN-Habitat for the year 2021 and discussion

Documentation

Report of the Executive Director on the draft annual work programme of UN-Habitat and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2021 (HSP/EB.2020/4)

Report of the Executive Director on follow-up to the recommendations of the Advisory Committee on Administrative and Budgetary Questions on the work programme and budget for 2020 (HSP/EB.2020/INF/2)

Item 5

Reports on the implementation of UN-Habitat strategic plans

(a) Receipt of the 2019 annual report on the strategic plan for the period 2014–2019

8. The strategic plan for the period 2014–2019 ended on 31 December 2019. Accordingly, and pursuant to paragraph 1 of decision 2019/1, under this sub-item, the Executive Board will be invited to consider the 2019 annual report on the strategic plan for the period 2014–2019.

Action: Consideration of the 2019 annual report on the strategic plan for the period 2014–2019

Documentation

Annual report of 2019 on the implementation of the strategic plan for the period 2014–2019 (HSP/EB.2020/5/Add.1)

(b) Update on the final report on the strategic plan for the period 2014–2019 and on the inception report on the evaluation of the strategic plan

9. In line with paragraph 2 of decision 2019/1, the final report on the full cycle of the strategic plan for the period 2014–2019 will be considered by the Executive Board at its second session in 2020 and will include an evaluation report on the implementation of the plan. Accordingly, under this sub-item, the Executive Director will update the Executive Board on the status of preparation of the final report as well as arrangements for the evaluation of the strategic plan.

Action: Update by the Executive Director on the preparation of the final report of the strategic plan for the period 2014–2019 and discussion

Documentation

Report of the Executive Director on an update on the final report of the full cycle of the 2014–2019 UN-Habitat strategic plan, including on the inception of the evaluation report (HSP/EB.2020/5)

(c) Implementation of the strategic plan for the period 2020–2023

- (i) Accountability framework;
- (ii) Financial plan;
- (iii) Results-based management policy;
- (iv) Results framework;
- (v) Partnership strategy, including UN-Habitat engagement with the private sector and with non-governmental partners;
- (vi) Impact communication strategy;
- (vii) Resource mobilization strategy and review of the investment funds.

10. Under this sub-item the secretariat will update the Executive Board on the progress made in the implementation of the strategic plan for the period 2020–2023, in accordance with paragraphs 4, 5, 7, 8, 9, 10 and 11 of decision 2019/1 and paragraph 7 of decision 2019/4. In particular, the Board will be invited to review and approve the following: the draft results framework, the draft communication strategy, the draft partnerships strategy, the draft resource mobilization strategy and the draft results-based management strategy. The secretariat will also update the Board on the preparation of the draft accountability framework and invite the Board to consider the draft concept note on the proposed format and content of a financial plan. The secretariat will also provide an update on the review of the impact of UN-Habitat engagement with the private sector and with non-governmental partners and on the review of the investment funds.

Action: Consideration and possible approval of the results-based management strategy, the results framework, the partnerships strategy, the communication strategy, the resource mobilization strategy and update by the Executive Director on the preparations of the draft accountability framework and on the draft concept note on the proposed content and format of the financial plan, followed by discussion.

Documentation

Report of the Executive Director entitled “Progress in the implementation of the strategic plan for the period 2020–2023: revision of the accountability framework” (HSP/EB.2020/6)

UN-Habitat accountability framework 2015 (HSP/EB.2020/INF/3)

Report of the Executive Director entitled “Progress in the implementation of the strategic plan for the period 2020–2023: draft financial plan” (HSP/EB.2020/7)

Report of the Executive Director entitled “Progress in the implementation of the strategic plan for the period 2020–2023: draft results-based management policy” (HSP/EB.2020/8)

“Progress report of the Executive Director on the implementation of the UN-Habitat Strategic Plan for the period 2020–2023: draft Results Framework” (HSP/EB.2020/9)

Report of the Executive Director entitled “Progress in the implementation of the strategic plan for the period 2020–2023: draft partnership strategy” (HSP/EB.2020/10)

Report of the Executive Director entitled “Progress in the implementation of the strategic plan for the period 2020–2023: draft communication strategy” (HSP/EB.2020/11)

Report of the Executive Director entitled “Progress in the implementation of the strategic plan for the period 2020–2023: draft resource mobilization strategy” (HSP/EB.2020/12)

Item 6

Status of implementation of the resolutions and decisions adopted by the UN-Habitat Assembly at its first session

11. Under this item, the Executive Director will provide a briefing on the status of implementation of the resolutions and decisions adopted by the UN-Habitat Assembly at its first session, namely resolution 1/2 on United Nations System-Wide Guidelines on Safer Cities and Human Settlements; resolution 1/3 on enhancing capacity-building for the implementation of the New Urban Agenda and the urban dimension of the 2030 Agenda for Sustainable Development; resolution 1/4 on achieving gender equality through the work of UN-Habitat to support inclusive, safe, resilient and sustainable cities and human settlements; resolution 1/5 on enhancing urban-rural linkages for sustainable urbanization and human settlements and decision 1/3 on arrangements for the transition towards the new governance structure of UN-Habitat.

12. In addition, and in line with paragraph 2 of decision 2019/3, the secretariat will present, for consideration by the Board, a draft concept note, including financial costing, on the implementation of a review process for the United Nations System-Wide Guidelines on Safer Cities and Human Settlements, in accordance with resolution 1/2. The secretariat will also provide an update to the Board on the draft capacity-building strategy, in accordance with paragraph 3 of decision 2019/3. The secretariat will present, for consideration by the Board, a report on the status of development of tools, thematic guides and a compendium on enhancing awareness, best practices, and mainstreaming of rural-urban linkages pursuant to decision 2019/4.

Action: Briefing by the Executive Director and discussion

Documentation

Report of the Executive Director on progress in the implementation of the resolutions and decisions adopted by the UN-Habitat Assembly at its first session (HSP/EB.2020/13)

Draft capacity-building strategy for the implementation of the Sustainable Development Goals and the New Urban Agenda (HSP/EB.2020/13/Add.1)

Concept note on the implementation of a review process for the United Nations System-Wide Guidelines on Safer Cities and Human Settlements (HSP/EB.2020/13/Add.2)

Item 7**Normative and operational activities of UN-Habitat**

13. Under this item, and in accordance with paragraph 7 of decision 2019/4, the Executive Director will provide a briefing to the Board on the implementation of the normative and operational activities of UN-Habitat, which will include a briefing on activities at the country level.

14. Pursuant to paragraphs 7 and 8 of decision 2019/3, the Executive Director will also provide an update on the consultations held with the ad hoc working group on programmatic, budgetary and administrative matters on the elaboration of innovative programmes under the strategic plan, taking into account thematic and regional balance, and on a prioritization process for normative and operational activities, respectively, in line with the strategic plan.

Action: Briefing by the Executive Director and discussion

Documentation

Report of the Executive Director entitled “Normative and operational activities of UN-Habitat: focus on the Global Land Tool Network, the Global Water Operators’ Partnerships Alliance and the Mozambique country programme” (HSP/EB.2020/14)

Item 8**Action by UN-Habitat to strengthen protection against sexual exploitation and abuse and workplace sexual harassment**

15. Under this item and in line with paragraph 4 (e) of its decision 2019/4, the secretariat will introduce the annual report on UN-Habitat action to strengthen protection against sexual exploitation and abuse and workplace sexual harassment, which includes action on other types of exploitation or abuse.

Action: Consideration of the report on UN-Habitat action to strengthen protection against sexual exploitation and abuse and workplace sexual harassment

Documentation

Report on UN-Habitat action to strengthen protection against sexual exploitation and abuse and against workplace sexual harassment (HSP/EB.2020/15)

Item 9**Action by UN-Habitat to address geographical and gender imbalances in the composition of its staff**

16. Under this item, the Executive Board will consider, as provided in paragraph 6 of decision 2019/2, a report on UN-Habitat actions to address geographical and gender imbalances in the composition of its staff, with a particular focus on equitable geographical representation and gender balance, including progress in the achievement of its gender parity target for positions financed by all sources of funding.

Action: Consideration of the report on UN-Habitat action to address geographical and gender imbalances in the composition of its staff

Documentation

Addendum to the report of the Executive Director on the staffing of UN-Habitat as at 31 December 2019, on recruitment, equitable geographical distribution and gender parity (HSP/EB.2020/3/Add.1)

Item 10**Implementation by UN-Habitat of the reform of the development system and management of the United Nations**

17. Under this item, the secretariat will provide an update to the Board on the implementation by UN-Habitat of the development system and management reform of the United Nations. The Executive Director will also provide a briefing to the Board on the alignment of the planning cycles of UN-Habitat with the quadrennial comprehensive policy review process, as is referred to in paragraph 15 of the decision 2019/1.

Action: Consideration of the report on implementation by UN-Habitat of the reform of the development system and management of the United Nations

Documentation

Report of the Executive Director on the implementation by UN-Habitat of the reform of the development system and management of the United Nations (HSP/EB.2020/16)

Item 11**Elections of officers of the Bureau of the Executive Board**

18. Under this item, in accordance with rule 9 of the rules of procedure, the Executive Board will elect, on the last day of the first session of 2020, from among its members and taking into consideration the need to ensure equitable geographical representation, a new Bureau comprising a Chair, three Vice-Chairs and a Rapporteur, to hold office starting at the end of the first session of the year 2020. In line with rule 9, the current offices of Chair and Rapporteur are to rotate to a different regional group. The expected composition of the Bureau of the Executive Board for the period 2020–2021 is set out in annex II to the present document.

Action: Election of officers of the Bureau

Documentation

Notification by the Executive Director on the first session of 2020 of the Executive Board of UN-Habitat

Rules of procedure of the Executive Board of UN-Habitat (HSP/EB.1/HLS.3)

Item 12**Provisional agenda for the second session of the Executive Board in 2020**

19. Under this item, the Executive Board will adopt the provisional agenda for its second session in 2020 and decide on the dates for that meeting. The provisional agenda was agreed upon by the Executive Board at its first resumed session in 2019, as set out in paragraph 8 of its decision 2019/4. The Board may wish to review the provisional agenda for its second session of 2020 in the light of its work at its first session of 2020.

The Executive Board may also wish to adopt any draft decisions and outcomes of its first session of 2020.

Action: Consideration and possible adoption of the provisional agenda for the second session of 2020 of the Executive Board

Action: Adoption of draft decisions and outcomes of the session.

Documentation

Provisional agenda for the second session of 2020 of the Executive Board (HSP/EB.2020/17)

Item 13**Other matters**

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

Item 14

Closure of the meeting

21. It is expected that the Executive Board at its first session of 2020 will conclude its work by 6 p.m. on Thursday, 2 April 2020.

Annex I

Membership of the Executive Board of the United Nations Human Settlements Programme as from 31 May 2019 (36 members)

African States Angola (2019) Cameroon (2019) Democratic Republic of the Congo (2019) Egypt (2019) Ethiopia (2019) Kenya (2019) Malawi (2019) Morocco (2019) Nigeria (2019) Senegal (2019)	Western European and other States Canada (2019) France (2019) Germany (2019) Portugal (2019) Spain (2019) Sweden (2019) Turkey (2019) United States of America (2019)
Latin American and Caribbean States Argentina (2019) Brazil (2019) Chile (2019) Costa Rica (2019) Mexico (2019) Uruguay (2019)	Asia-Pacific States China (2019) India (2019) Indonesia (2019) Iran (Islamic Republic of) (2019) Japan (2019) Pakistan (2019) Republic of Korea (2019) Sri Lanka (2019)
Eastern European States Poland (2019) Romania (2019) Russian Federation (2019) Serbia (2019)	

Annex II

Geographical distribution

Geographical distribution of officers elected at the first meeting of the Executive Board, in 2019

<i>Year</i>	<i>Session of the Executive Board</i>	<i>Chair</i>	<i>Vice-Chairs</i>	<i>Rapporteur</i>
2019	First	Western European and other States (United States of America)	Latin American and Caribbean States (Argentina) Asia-Pacific States (China) Eastern European States (Russian Federation)	African States (Malawi)

Geographical distribution of officers of the Bureau to be elected at the first session of 2020 of the Executive Board

<i>Year</i>	<i>Session of the Executive Board</i>	<i>Chair</i>	<i>Vice-Chairs</i>	<i>Rapporteur</i>
2020	First	Asia-Pacific States	African States Latin American and Caribbean States	Eastern European States

Annex III

Proposed organization of work and timetable for the first session of 2020 of the Executive Board, 31 March–2 April 2020

<i>Day/date</i>	<i>Time</i>	<i>Agenda item</i>	<i>Subject</i>
Tuesday, 31 March 2020	a.m.	1 2	Opening of the session. Organizational matters: (a) Adoption of the agenda and the workplan for the first session of 2020; (b) Adoption of the report of the Executive Board on the work of its resumed first session; (c) Reports of the ad hoc working groups of the Executive Board.
		3	Financial, budgetary and administrative matters.
	p.m.	5	Status of and discussions on the draft annual work programme of the United Nations Human Settlements Programme and draft budget of the United Nations Habitat and Human Settlements Foundation for 2021. Reports on the implementation of UN-Habitat strategic plans: (a) Receipt of the 2019 annual report on the strategic plan for the period 2014–2019; (b) Update on the final report on the strategic plan for the period 2014–2019 and on the inception report on the evaluation of the strategic plan; (c) Implementation of the strategic plan for the period 2020–2023: (i) Accountability framework; (ii) Financial plan; (iii) Results-based management policy; (iv) Results framework; (v) Partnership strategy, including UN-Habitat engagement with the private sector and with non-governmental partners; (vi) Impact communication strategy; (vii) Resource mobilization strategy and review of the investment funds.
Wednesday 1 April 2020	a.m.		Informal consultations on draft decisions to be adopted by the Executive Board at its first session of 2020.
	p.m.		Informal consultations on draft decisions to be adopted by the Executive Board at its first session of 2020.
Thursday, 2 April 2020	a.m.	6	Status of implementation of the resolutions and decisions adopted by the UN-Habitat Assembly at its first session.
		7	Normative and operational activities of UN-Habitat.

<i>Day/date</i>	<i>Time</i>	<i>Agenda item</i>	<i>Subject</i>
	p.m.	8	Action by UN-Habitat to strengthen protection against sexual exploitation and abuse and workplace sexual harassment.
		9	Action by UN-Habitat to address geographical and gender imbalances in the composition of its staff.
		10	Implementation by UN-Habitat of the reform of the development system and management of the United Nations.
		11	Election of officers of the Bureau of the Executive Board.
		12	Provisional agenda for the second session of the Executive Board in 2020.
		13	Other matters.
		14	Closure of the session.