



**Executive Board of the United Nations
Human Settlements Programme
First session of 2023**

Nairobi, 28 and 29 March 2023

Item 2 (a) of the provisional agenda*

**Organizational matters: adoption of the agenda and
the workplan for the first session of 2023**

Annotated provisional agenda

Item 1

Opening of the session

1. The Executive Board of the United Nations Human Settlements Programme (UN-Habitat) held its second session of 2022 in a hybrid format from 21 to 23 November 2022. The report of the Executive Board on its work at that session is set out in document HSP/EB.2022/21, while the decisions adopted by the Board at that session are set out in document HSP/EB.2022/22.

2. In decision 2022/7, adopted at the second session of 2022, the Executive Board decided that its first session of 2023 would be held on Tuesday 28 March and Wednesday 29 March 2023, and also decided that the provisional agenda for the first session of 2023 would be considered by the Bureau and made available in due course.

3. The provisional agenda, as considered and recommended by the Bureau at its meeting of 9 December 2022, is set out in document HSP/EB.2023/1.

4. The membership of the Executive Board beginning on 31 May 2019 is available on the UN-Habitat website,¹ while the geographical distribution of Bureau for the period 2022–2023 is as follows:

Chair: Brazil (Latin American and Caribbean States)

Vice-Chairs: Kenya (African States)

Pakistan (Asia-Pacific States)

Poland (Eastern European States)

Rapporteur: France (Western European and other States)

5. Under item 1 of the provisional agenda, the Chair will declare the first session of 2023 of the Executive Board open and outline the procedures for the session.

Action: Opening of the session by the Chair of the Executive Board.

* HSP/EB.2023/1.

¹ https://unhabitat.org/sites/default/files/2021/08/1-membership_of_the_executive_board_un-habitat_assembly.pdf.

Item 2

Organizational matters

(a) Adoption of the agenda and the workplan for the first session of 2023

6. The Chair will inform participants of the Bureau's recommendation that the session be held in a hybrid format with simultaneous interpretation in the six official languages of the United Nations, in the light of the evolution of the coronavirus disease (COVID-19) pandemic.

7. The Chair will suggest that the Executive Board work for approximately six hours per day, from 9 a.m. to 12 noon and from 2 to 5 p.m., with interpretation in the six official languages of the United Nations.

8. Under this sub-item, the Executive Board will consider and adopt its agenda for the session and decide on the organization of its work.

9. The proposed timetable and organization of work are set out in annex I to the present document, while the provisional agenda is set out in document HSP/EB.2023/1.

Action: Briefing on organizational matters, including those related to interpretation services, and adoption of the agenda and the workplan for the first session of 2023.

Documentation

Provisional agenda (HSP/EB.2023/1)

Annotated provisional agenda (HSP/EB.2023/1/Add.1)

List of documents for the first session of 2023 of the Executive Board (HSP/EB.2023/INF/1)

(b) Adoption of the report of the Executive Board on the work of its second session of 2022

10. Under this sub-item, and based on the recommendation of the Rapporteur, the Executive Board will be invited to adopt the report on the work of its second session of 2022, held from 21 to 23 November 2022. The report of that session is set out in document HSP/EB.2022/21 and the decisions adopted at that session are set out in document HSP/EB.2022/22.

Action: Adoption of the report of the Executive Board on the work of its second session of 2022.

Documentation

Report of the Executive Board of the United Nations Human Settlements Programme on the work of its second session of 2022 (HSP/EB.2022/21)

Decisions adopted by the Executive Board at its second session of 2022 (HSP/EB.2022/22)

Item 3

Reports by the chairs of the ad hoc working groups established by the Executive Board

11. In paragraph 5 of United Nations Habitat Assembly decision 1/3, the Assembly decided, on an exceptional basis, to entrust the Executive Board with continuing discussions on, and completing as soon as possible, the development of a UN-Habitat stakeholder engagement policy, as requested by the Governing Council of UN-Habitat in its resolution 26/7, with a view to the provisional implementation of the policy on the basis of consensus, and to submit the draft policy for consideration and possible approval by the UN-Habitat Assembly at its second session. Accordingly, the chair of the ad hoc working group on the development of a draft stakeholder engagement policy, established by the Executive Board in paragraph 5 of decision 2019/3, will update the Board on the progress made in the development of the draft stakeholder engagement policy.

12. In line with paragraph 7 of decision 2019/2 of the Executive Board, which established an ad hoc working group on programmatic, budgetary and administrative matters, the chair of the ad hoc working group will report on the work of that group.

Action: Briefings by the chairs of the ad hoc working groups and recommendations of the Executive Board on the basis of the briefings. Consideration of and possible recommendations on the draft stakeholder engagement policy to the UN-Habitat Assembly. The Executive Board may wish to consider paragraph 7 of draft decision 2023/[A], as well as paragraphs 2, 3 and 4 of draft decision 2023/[C], as set out in annex II to the present document.

Documentation

Draft stakeholder engagement policy (HSP/EB.2023/INF/2)

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**

13. Under this item, the secretariat will introduce the report of the Executive Director on the financial status of the United Nations Human Settlements Programme as at 31 December 2022, in accordance with paragraph 5 of decision 2019/4. The secretariat will also provide an update on the financial reserve and an updated model for the non-earmarked budget of the Habitat and Human Settlements Foundation.

14. The Executive Director will provide a briefing to the Executive Board in preparation for the discussion on the financial status of UN-Habitat, and an update on the financial reserve and updated model of the non-earmarked Foundation budget.

Action: Briefing by the Executive Director on the financial status of UN-Habitat, the financial reserve and an updated model for the non-earmarked Foundation budget and discussion. The Executive Board may wish to take note of the briefing and of the relevant documentation and formulate further recommendations for follow-up action. The Executive Board may wish to consider paragraphs 1, 2 and 3 of draft decision 2023/[A], as set out in annex II to the present document.

Documentation

Report of the Executive Director on the interim financial status of the United Nations Human Settlements Programme as at 31 December 2022 (HSP/EB.2023/2)

Report of the Executive Director on the scalability model for the non-earmarked Foundation budget (HSP/EB.2023/2/Add.1)

Item 5**Briefing on the second session of the United Nations Habitat Assembly**

15. Under this item, the Executive Director will provide a briefing on the status of preparations for the second session of the UN-Habitat Assembly, to be held from 5 to 9 June 2023 at the headquarters of UN-Habitat in Nairobi, under the theme “A sustainable urban future through inclusive and effective multilateralism: achieving the Sustainable Development Goals in times of global crises”.

Action: Briefing by the Executive Director and discussion. The Executive Board may wish to take note of the briefing by the Executive Director and of the relevant documentation and provide further recommendations for follow-up action. The Executive Board may wish to consider paragraphs 5 and 6 of draft decision 2023/[B], as set out in annex II to the present document.

Documentation

Report of the United Nations Habitat Assembly of the United Nations Human Settlements Programme: first session (Nairobi, 27–31 May 2019) (A/74/8)

Notification by the Executive Director for the second session of the United Nations Habitat Assembly

Item 6**Preparations for the twelfth session of the World Urban Forum**

16. Under this item, the Executive Director will brief the Executive Board on the status of preparations for the twelfth session of the World Urban Forum, which will be held Cairo in 2024.

Action: Briefing by the Executive Director and discussion. The Executive Board may wish to take note of the briefing by the Executive Director and of the relevant documentation and provide further recommendations for follow-up action. The Executive Board may wish to consider paragraph 7 of draft decision 2023/[B], as set out in annex II to the present document.

Documentation

Report of the Executive Director on the status of preparations for the twelfth session of the World Urban Forum (HSP/EB.2023/3)

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

17. In accordance with paragraph 21 of decision 2022/5, under this item the secretariat will introduce the reports of the Executive Director on the analysis of the reputational risks to UN-Habitat related to the Sustainable Human Settlements Foundation and on the overview of earmarked private sector contribution agreements.

18. The Executive Director will provide a briefing to the Executive Board in preparation for the discussion on the analysis of the reputational risks related to the Sustainable Human Settlements Foundation and on the overview of earmarked private sector contribution agreements.

Action: Briefing by the Executive Director on the analysis of the reputational risks related to the Sustainable Human Settlements Foundation and on the overview of earmarked private sector contribution agreements. The Executive Board may wish to take note of the briefing and of the relevant documentation and formulate further recommendations for follow-up action. The Executive Board may wish to consider paragraphs 5 and 6 of draft decision 2023/[A], as set out in annex II to the present document.

Documentation

Report of the Executive Director on the analysis of the reputational risks related to the Sustainable Human Settlements Foundation (HSP/EB.2023/INF/3)

Report of the Executive Director on the overview of earmarked private sector contribution agreements (HSP/EB.2023/INF/4)

Item 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

19. In accordance with paragraph 6 (b) of decision 2019/4 and paragraph 15 of decision 2022/6, under this item the Executive Director will provide a briefing on the need for and the possible benefits of the development of the model of Sustainable Development Goals Cities certification.

Action: Briefing by the Executive Director 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 of the relevant documentation and formulate further recommendations for follow-up action. The Executive Board may wish to consider paragraphs 1, 2, 3 and 4 of draft decision 2023/[B], as set out in annex II to the present document.

Documentation

Report of the Executive Director on the need for and possible benefits of the development of the Sustainable Development Goals Cities certification (HSP/EB.2023/4)

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

20. Under this item, pursuant to paragraph 4 (e) of decision 2019/4, the secretariat will introduce the report of the Executive Director 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.

Action: Briefing by the Executive Director and discussion. The Executive Board may wish to take note of the briefing by the Executive Director and of the relevant documentation and provide further recommendations for follow-up action. The Executive Board may wish to consider paragraph 4 of draft decision 2023/[A], as set out in annex II to the present document.

Documentation

Report of the Executive Director on action by UN-Habitat to strengthen protection against sexual and any other type of exploitation and abuse and sexual harassment in the workplace (HSP/EB.2023/5)

Item 10

Consideration and adoption of the outcomes of the session, including the provisional agenda for the second session of 2023

21. Under this item, the Executive Board may wish to adopt any draft decisions and outcomes of its first session of 2023.

22. The Executive Board will also adopt the provisional agenda for its second session of 2023 and decide on the dates for that session as part of the outcomes of the first session of 2023.

Action: Consideration and possible adoption of the outcomes and decisions of the Executive Board at its first session of 2023, including the possible adoption of the dates and provisional agenda for the second session of 2023 of the Executive Board. The Executive Board may wish to consider paragraphs 6 and 7 of draft decision 2023/[C], as set out in annex II to the present document.

Documentation

In-session draft decisions to be recommended by the Bureau and Member States, including on the dates and provisional agenda for the next session of the Executive Board, complementing annex II to the present document (to be set out in a conference room paper)

Item 11

Other matters

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

Item 12

Closure of the session

24. It is expected that the Executive Board will conclude the work of its first session of 2023 by 5 p.m. on Wednesday, 29 March 2023.

Annex I

Proposed organization of work and timetable for the first session of 2023 of the Executive Board, 28 and 29 March 2023

<i>Day/date</i>	<i>Time¹</i>	<i>Agenda item</i>
Tuesday, 28 March 2023	9 a.m.	Opening of the session. Organizational matters: Adoption of the agenda and the workplan for the first session of 2023; Adoption of the report of the Executive Board on the work of its second session of 2022. Reports by the chairs of the ad hoc working groups established by the Executive Board. 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.
	2 p.m.	Briefing on the second session of the UN-Habitat Assembly. Preparations for the twelfth session of the World Urban Forum. Findings of the analysis of the reputational risks related to the Sustainable Human Settlements Foundation and overview of earmarked private sector contribution agreements. Informal consultations on draft outcomes.
Wednesday, 29 March 2023	9 a.m.	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. Informal consultations on draft outcomes.
	2 p.m.	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. Consideration and adoption of the outcomes of the session, including the provisional agenda for the second session of 2023. Other matters. Closure of the session.

¹ All time references are to Nairobi time (UTC + 3).

Annex II

Draft technical inputs from the secretariat for the proposed draft outcomes for consideration by the Executive Board at its first session of 2023

Draft decision 2023/[A]: Financial status of the United Nations Human Settlements Programme, update on the financial reserve, updated scalability model for the non-earmarked budget of the Habitat and Human Settlements Foundation, analysis of the risks related to the Sustainable Human Settlements Foundation and overview of earmarked private sector contribution agreements

(a) Financial status of the United Nations Human Settlements Programme

The Executive Board

1. [Takes note of] the report of the Executive Director on the interim financial status of the United Nations Human Settlements Programme as at 31 December 2022;¹
2. [Takes note of] the report of the Executive Director on the scalability model for the non-earmarked Foundation budget,² subject to various level funding up to \$12 million, [and requests] the Executive Director to report back on the scalability model at the first session of the Executive Board of 2024;
3. [Takes note of] the update by the Executive Director on the financial reserve for the non-earmarked budget of the Habitat and Human Settlements Foundation [and decides to refine the purpose of the financial reserve to include...];
4. [Welcomes] the report of the Executive Director on action by the United Nations Human Settlements Programme to strengthen protection against sexual and any other type of exploitation and abuse and sexual harassment in the workplace;³

(b) Analysis of the risks related to the Sustainable Human Settlements Foundation and overview of earmarked private sector contribution agreements

5. [Recalls] paragraph 21 of decision 2022/5, [takes note of] the analysis of the risk related to the Sustainable Human Settlements Foundation⁴ and the overview of earmarked private sector contribution agreements,⁵ [recommends] that the Executive Director, on behalf of the United Nations Human Settlements Programme, enter into a contribution agreement with the Sustainable Human Settlements Foundation, and [reiterates] its request that the Executive Director present a risk analysis prior to entering into any non-earmarked private sector agreements.
6. [Requests] the Executive Director to monitor the risk mitigation measures recommended following the assessment of the Sustainable Human Settlements Foundation.

(c) Preparation of the draft work programme of the United Nations Human Settlements Programme and draft budget of the Habitat and Human Settlements Foundation for 2024

7. [Recalls] paragraph 16 of decision 2022/5, [requests] the ad hoc working group on programmatic, budgetary and administrative matters to continue its discussions on the non-earmarked budget of the Habitat and Human Settlements Foundation for 2024, and [requests] the Executive Director to finalize a draft annual work programme and budget for 2024 based on feedback from the Committee for Programme and Coordination and the Advisory Committee on Administrative and

¹ HSP/EB.2023/2.

² HSP/EB.2023/2/Add.1.

³ HSP/EB.2023/5.

⁴ HSP/EB/2023/INF/3.

⁵ HSP/EB.2023/INF/4.

Budgetary Questions and to present that work programme and budget for further consideration by the Executive Board at its third session of 2023.

Draft decision 2023/[B]: Normative and operational activities of the United Nations Human Settlements Programme, including reporting on the programmatic activities of the Programme in 2022 and the implementation of subprogrammes, flagship programmes and technical cooperation activities

(a) Normative and operational activities of the United Nations Human Settlements Programme

The Executive Board

1. *Welcomes* the report of the Executive Director on the need for and possible benefits of the development of the Sustainable Development Goals Cities certification;⁶

2. *Requests* the Executive Director to reach out to United Nations entities, national and local governments, academia, civil society and the private sector to review and further develop the Sustainable Development Goals Cities certification model and its implementation modalities and to jointly deliver the model;

3. *Also requests* the Executive Director to engage the Local2030 Coalition in the process of further developing the Sustainable Development Goals Cities certification concept and consider the possibility of integrating the certification into the work of the Coalition;

4. *Further requests* the Executive Director to develop the Sustainable Development Goals Cities certification business model and funding strategy and identify funding sources.

(b) Preparations for the second session of the United Nations Habitat Assembly

5. [*Welcomes*] the update by the Executive Director on the preparations for the second session of the United Nations Habitat Assembly, scheduled to be held from 5 to 9 June 2023;

6. [*Takes note of*] and [*concurs with*] the theme for the second session of the UN-Habitat Assembly, “A sustainable urban future through inclusive and effective multilateralism: achieving the Sustainable Development Goals in times of global crises”; as proposed by the Executive Director and endorsed by Member States through informal consultations led by the Chair of the Committee of Permanent Representatives, following a joint recommendation by the bureaux of the governing bodies.

(c) Preparations for the twelfth session of the World Urban Forum

7. [*Welcomes*] the report of the Executive Director on the preparations for the twelfth session of the World Urban Forum⁷ and [*requests*] the Executive Director to keep Member States updated on the preparations for the session.

Draft decision 2023/[C]: Methods of work of the Executive Board and the workplan of the Executive Board for 2023

The Executive Board

(a) Reports of the Executive Board and its working groups

8. [*Adopts*] the report of the Executive Board of the United Nations Human Settlements Programme on the work of its second session of 2022;⁸

9. [*Takes note of*] the briefing by the chair of the ad hoc working group on programmatic, budgetary and administrative matters on the group’s work;

10. [*Takes note of*] the briefing by the chair of the ad hoc working group on the development of a stakeholder engagement policy on the group’s work and of the group’s report on the draft stakeholder engagement policy;⁹

⁶ HSP/EB.2023/4.

⁷ HSP/EB.2023/3.

⁸ HSP/EB.2022/21.

⁹ HSP/EB.2023/INF/2.

11. [Recalls] paragraph 5 of decision 1/3 adopted by the UN-Habitat Assembly and [recommends] that at its second session the UN-Habitat Assembly consider the draft stakeholder engagement policy;¹⁰

(b) Working methods of the Executive Board to improve the efficiency and effectiveness of meetings of the Board

12. [Takes note of] the results of the survey conducted by the secretariat following the second session of the Executive Board of 2022 to evaluate the effectiveness of that session so as to further improve the process and outcome of future sessions;¹¹

(c) Date and agenda for the next session of the Executive Board and its workplan for 2023

13. [Decides] that the second session of the Executive Board for the year 2023 will be held on Thursday, 8 June 2023 on the margins of the second session of the UN-Habitat Assembly in a manner which will not conflict with the plenary meetings of the UN-Habitat Assembly session;

14. [Also decides] that the provisional agenda for the second session of the Executive Board for 2023 shall be as follows:

1. Opening of the session.
2. Election of officers of the Bureau.
3. Consideration of the dates and provisional agenda for the third session of the Executive Board of 2023.
4. Other matters.
5. Closure of the session.

¹⁰ Ibid.

¹¹ HSP/EB.2023/INF/5.