



UN-HABITAT

2023 SIXTH MEETING OF BUREAU OF THE EXECUTIVE BOARD

Date: 1 SEPTEMBER 2023

MAIMUNAH MOHD SHARIF
Under-Secretary-General
and Executive Director

1. PROVISIONAL AGENDA

1. Adoption of the provisional Agenda.
2. Review of the conduct of the 2023 second session of the Executive Board.
3. Preparations for the 2023 third session of the Executive Board
 - a. Confirmation of the dates and Provisional Agenda for the session.
 - b. Guidance on format of the session (hybrid or in person).
 - c. Proposed organization of work during the session.
4. Roadmap towards the 2023 third session of the Executive Board including informal consultations on possible outcomes and required briefing by the Executive Director to Member States on status of preparations for the Executive Board.
5. Discussion and guidance on rationalizing pre-session documents towards the third session of the Executive Board for the year 2023.
6. Status of proposed changes in the regional representation of the Group of Latin America and Caribbean States (GRULAC) in the Executive Board.
- 7. Rotation of the offices of Chair and Rapporteur.**
8. Any other matters: (a) Proposed Field Visit of UN-Habitat Projects; (b) Proposed Joint Bureau Meeting in Mexico.

2. REVIEW OF THE CONDUCT OF THE 2023 SECOND SESSION OF THE EXECUTIVE BOARD.



3. PREPARATIONS FOR THE 2023 THIRD SESSION OF THE EXECUTIVE BOARD.



3. PREPARATIONS FOR THE 2023 THIRD SESSION OF THE EXECUTIVE BOARD

a. Confirmation of the dates and duration for the session

- **Proposed dates** for the 2023 third session of the Executive Board are: **28 to 30 November 2023**
- **Proposed duration** of the session is: **3 days**

3. PREPARATIONS FOR THE 2023 THIRD SESSION OF THE EXECUTIVE BOARD

(a). Confirmation of the Provisional Agenda for the session

Proposed provisional agenda for the session is as follows:

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda and the workplan for the third session of 2023;
 - (b) Adoption of the report of the Executive Board on the work of its first session of 2023;
 - (c) Adoption of the report of the Executive Board on the work of its second session of 2023.
3. Reports by the chairs of the ad hoc working groups established by the Executive Board including continuation of the work on the Stakeholder Engagement Policy.
4. Financial, budgetary and administrative matters, including the implementation of the resource mobilization strategy in accordance with the strategic plan for the period 2020–2025; including a report on the fully costed scalability model and action by the United Nations Human Settlements Programme (UN-Habitat) to address geographical and gender imbalances in the composition of its staff.

3. PREPARATIONS FOR THE 2023 THIRD SESSION OF THE EXECUTIVE BOARD

a. Proposed Provisional Agenda for the session (continued)

5. Discussion and possible approval of the draft work programme of UN-Habitat and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2024.
6. Discussion on the Due diligence assessment of the Sustainable Human Settlements Foundation.
7. Report of the Executive Director on analysis of the principal obstacles to the implementation of the New Urban Agenda by Member States.
8. Roadmap towards the preparation of the next Strategic Plan of the United Nations Human Settlements Programme for the Period 2026 to 2029.
9. Draft terms of reference of the urban action funding window towards the need to achieve the implementation of United Nations Habitat Assembly resolutions in a balanced manner.
10. Roadmap towards the preparation of the development of international guidelines on people-centred smart cities as a non-binding framework for developing national and local smart city regulations, plans and strategies.

3. PREPARATIONS FOR THE 2023 THIRD SESSION OF THE EXECUTIVE BOARD

a. Proposed Provisional Agenda for the session (continued)

11. Normative and operational activities of UN-Habitat, including reporting on the programmatic activities of UN-Habitat and the implementation of subprogrammes, flagship programmes and technical cooperation activities and the engagement of UN-Habitat in countries, territories and areas affected by conflict and disaster.
12. Preparations for the twelfth session of the World Urban Forum.
13. Discussion on the implementation of the UN Development System reform in UN-Habitat- Review of the Checklist for UNSDG entities' Governing Bodies
14. Report of the Office of Internal Oversight Services to the Executive Board.
15. Report of the Ethics Office to the Executive Board.
16. Progress on implementation of the recommendations of the 2022 Report of the Joint Inspection Unit on the findings of its review of the management and administration of UN-Habitat.
17. Consideration and adoption of the outcomes of the session, including the provisional agenda for the first session of 2024.
18. Other matters.
19. Closure of the session.

3. PREPARATIONS FOR THE 2023 THIRD SESSION OF THE EXECUTIVE BOARD

(b). Guidance on format of the session (hybrid or in person)

The Bureau may provide guidance on the format of the upcoming session. Specifically, on whether the session should be held as

- (i) a fully **in-person** session or
- (ii) a **hybrid** session.

3(c). PROPOSED ORGANIZATION OF WORK DURING THIRD SESSION OF THE EXECUTIVE BOARD

| | Day 1: 28 November 2023 | Day 2: 29 November 2023 | Day 3: 30 November 2023 |
|--------------------------------------|--|---|---|
| Morning 9.00am to 12 noon | <ol style="list-style-type: none"> 1. Opening of the session. 2. Organizational matters: 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 <p><i>Informal consultations</i></p> | <ol style="list-style-type: none"> 7. Report of the ED on analysis of the principal obstacles to the implementation of the NUA 8. Roadmap towards the preparation of the next Strategic Plan 2026 to 2029. 9. Draft ToRs of the urban action funding window for UNHA resolutions 10. Roadmap towards the development of international guidelines on people-centred smart cities. <p><i>Informal consultations</i></p> | <ol style="list-style-type: none"> 13. Discussion on the implementation of the UN Development System reform in UN-Habitat- Review of the Checklist for UNSDG entities' Governing Bodies 14. Report of the OIOS 15. Report of the Ethics Office 16. Progress on implementation of the recommendations of the 2022 Report of the JIU <p><i>Informal consultations</i></p> |
| Afternoon 2.00pm to 5.00pm | <ol style="list-style-type: none"> 5. Discussion and possible approval of the draft work programme and the draft budget for 2024 6. Discussion on the due diligence assessment of the Sustainable Human Settlements Foundation. <p><i>Informal consultations</i></p> | <ol style="list-style-type: none"> 11. Normative and operational activities of UN-Habitat. 12. Preparations for the twelfth session of the World Urban Forum. <p><i>Informal consultations</i></p> | <ol style="list-style-type: none"> 17. Consideration and adoption of the outcomes of the session, including the provisional agenda for the first session of 2024. 18. Other matters. 19. Closure of the session. |

4. ROADMAP TOWARDS THE 2023 THIRD SESSION OF THE EXECUTIVE BOARD INCLUDING INFORMAL CONSULTATIONS ON POSSIBLE OUTCOMES AND REQUIRED BRIEFING BY THE EXECUTIVE DIRECTOR TO MEMBER STATES ON STATUS OF PREPARATIONS FOR THE EXECUTIVE BOARD.

4. ROADMAP TOWARDS THE 2023 THIRD SESSION OF THE EXECUTIVE BOARD

Some key dates in the roadmap to the session.

- i. **Bureau meetings** : 1 September 2023; 13 October 2023 and 27 November 2023.
- ii. **Briefing by the Executive Director to Members States** on preparations for the session and particularly matters to be covered under each agenda items to be held on 6 November 2023.
- iii. **Informal Consultations on draft outcomes:**
 - a. 11 October 2023 in the afternoon.
 - b. 25 October 2023 the whole day.
 - c. 27 November 2023 in the afternoon.
- iv. Several **meetings of the ad-hoc working group on programmatic budgetary and administrative matters** , for preliminary discussions on the various items before the third session including the draft work programme and budget for the year 2024.
- v. At least **one meeting of the ad-hoc working group on the development of a stakeholder engagement policy** in response to the mandate to the Executive Board by the UN-Habitat Assembly in its decision 2/4.

5.DISCUSSION AND GUIDANCE ON RATIONALIZING PRE-SESSION DOCUMENTS TOWARDS THE THIRD SESSION OF THE EXECUTIVE BOARD FOR THE YEAR 2023.



5. DISCUSSION AND GUIDANCE ON RATIONALIZING PRE-SESSION DOCUMENTS

(a). Communication from the UNON Division of Conference Services

- i. DCS will service **the three-day session comprising of 6 meetings** (two per day), with interpretation and report writing.
- ii. DCS will process **not more than 90 pages** of documents through editing and translation into the six UN official languages. This includes pre-session, in-session and post session documents.
- iii. That the limit of 90pages will not include the 2024 draft work programme and budget which DCS will process as well.
- iv. DCS does **not have the staff capacity** to process any other document beyond the limits they have provided.
- v. If we outsource this function beyond the 90 pages, it will cost about 183 USD per page.

5. DISCUSSION AND GUIDANCE ON RATIONALIZING PRE-SESSION DOCUMENTS

(b). Proposals for consideration by the Bureau

- i. **Prioritizing key pre-session documents** that require approval by the Executive Board as well as **all post session documents for editing and translation.**
- ii. Issuing all other pre-session documents **in English only.**
- iii. Issuing the in-session documents also referred to as conference room papers in English only as provided for in rule 6.9 of the rules of procedure of the Executive Board.

6. STATUS OF PROPOSED CHANGES IN THE REGIONAL REPRESENTATION OF THE GROUP OF LATIN AMERICA AND CARIBBEAN STATES (GRULAC) IN THE EXECUTIVE BOARD.

7. ROTATION OF THE OFFICES OF CHAIR AND RAPPORTEUR.



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Excepted composition of the next **Bureau of the Executive Board**

Chair : African States

Vice-chairs:

1. Eastern European Group
2. Latin American and Caribbean Group
3. Western European and Others Group

Rapporteur:

Asia-Pacific Group

8. ANY OTHER MATTERS



Thank you!

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