



**UNITED
NATIONS**

HSP/EB.2023/10/Add.1



UN-HABITAT

**United Nations
Human Settlements
Programme**

Distr.: General
19 September 2023
Original: English

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

Nairobi, 28–30 November 2023
Item 2 (a) of the provisional agenda

**Organizational matters: adoption of the agenda and
the workplan for the third 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 2023 in a hybrid format on Thursday, 8 June 2023 on the margins of the second session of the United Nations Habitat Assembly (UN-Habitat Assembly). The report of the Executive Board on its work at that session is set out in document HSP/EB.2023/6, while the decisions adopted by the Board at that session are set out in document HSP/EB.2023/7.
2. During the second session of 2023, the Executive Board agreed to entrust the Bureau of the Executive Board with the preparation of the provisional agenda and determining the appropriate dates and duration for the third session of 2023 of the Executive Board, taking into consideration the outcomes of the second session of the UN-Habitat Assembly. The provisional agenda, as proposed by the Bureau, is set out in document HSP/EB.2023/10.
3. Under item 1 of the provisional agenda, the Chair will declare the third 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.

Item 2

Organizational matters

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

4. The Chair will inform participants of the Bureau's recommendation that the Executive Board work fully in-person 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.
5. Under the sub-item, the Executive Board will consider and adopt its agenda for the session and decide on the organization of its work. The proposed timetable and organization of work can be found in the [notification by the Executive Director](#), while the provisional agenda is set out in document HSP/EB.2023/10.

6. The provisional agenda was recommended by the Bureau at its meeting of 1 September 2023.

Action: Adoption of the agenda and the workplan for the third session of 2023.

Documentation

Provisional agenda (HSP/EB.2023/10)

Annotated provisional agenda (HSP/EB.2023/10/Add.1)

List of documents for the third session of 2023 of the Executive Board (HSP/EB.2023/INF/5)

(b) Adoption of the report of the Executive Board on the work of its first session of 2023

7. 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 first session of 2023, held on 28 and 29 March 2023. The report of that session is set out in document HSP/EB.2023/6 and the decisions adopted at that session are set out in document HSP/EB.2023/7.

Action: Adoption of the report of the Executive Board on the work of its first session of 2023.

Documentation

Report of the Executive Board of the United Nations Human Settlements Programme on the work of its first session of 2023 (HSP/EB.2023/6)

Decisions adopted by the Executive Board at its first session of 2023 (HSP/EB.2023/7)

(c) Adoption of the report of the Executive Board on the work of its second session of 2023

8. 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 2023, held on 8 June 2023. The report of that session is set out in document HSP/EB.2023/9.

Action: Adoption of the report of the Executive Board on the work of its second session of 2023.

Documentation

Report of the Executive Board of the United Nations Human Settlements Programme on the work of its second session of 2023 (HSP/EB.2023/9)

Item 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

9. In line with the decisions of the Executive Board, in particular with paragraph 7 of decision 2019/2, in which the Board decided to establish an ad hoc working group on programmatic, budgetary and administrative matters, and paragraph 5 of decision 2019/3, in which it decided to establish an ad hoc working group on the development of a draft stakeholder engagement policy, the chairs of the two ad hoc working groups will report on the work of those groups.

10. In line with decision 2/4 adopted by the UN-Habitat Assembly at its second session, in which it requested the Executive Board, on an exceptional basis, to continue its work to develop a stakeholder engagement policy and to submit the draft policy for consideration and possible approval by the Assembly at its resumed regular second session, the Chair of the ad hoc working group on the development of a draft stakeholder engagement policy will update the Board on the progress made in the development of the draft stakeholder engagement policy.

Action: Briefings by the Chairs of the ad hoc working groups and recommendations of the Executive Board on the basis of the briefings.

Documentation

Draft stakeholder engagement policy (HSP/EB.2023/INF/6)

Item 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; a report on the fully costed scalability model and action by UN-Habitat to address geographical and gender imbalances in the composition of its staff

11. Under this item, the secretariat will introduce the report of the Executive Director on the financial status UN-Habitat as at 30 June 2023, in accordance with paragraph 5 of decision 2019/4 of the Executive Board.
12. In paragraph 1 of decision 2/1, the UN-Habitat Assembly decided to extend the strategic plan for the period 2020–2023 until 2025 to cover the period 2020–2025, in order to align the planning cycle of UN-Habitat with the quadrennial comprehensive policy review of operational activities for the development of the United Nations system. In that regard, the secretariat will provide an update on the implementation of the resource mobilization strategy in accordance with the strategic plan for the period 2020–2025.
13. In line with paragraph 2 of decision 2023/1 of the Executive Board, the secretariat will also deliver a presentation on the fully costed scalability model, including advice from the Advisory Committee on Administrative and Budgetary Questions. In addition, the secretariat will provide information on actions by UN-Habitat to address geographical and gender imbalances in the composition of its staff.
14. The Executive Director will provide a briefing to the Executive Board in preparation for the discussion on the financial, budgetary and administrative matters of UN-Habitat.

Action: Briefing by the Executive Director on agenda item 4. The Executive Board may wish to take note of the briefing and of the relevant documentation and, in addition, formulate further recommendations for follow-up action.

Documentation

Report of the Executive Director on the financial status of UN-Habitat as at 30 June 2023 (HSP/EB.2023/11)

Report of the Executive Director on the interim financial status as at 30 September 2023 (set out in a conference room paper)

Report of the Executive Director on the programme budget implications of the scalability model for the non-earmarked Foundation budget of UN-Habitat (HSP/EB.2023/11/Add.1)

Report of the Executive Director on recruitment, equitable geographical distribution and gender parity (HSP/EB.2023/11/Add.2)

Item 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

15. In paragraph 9 of decision 2023/1, the Executive Board requested 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 Budgetary Questions and to present that work programme and budget for further consideration by the Executive Board at its third session of 2023.
16. Accordingly, under this item, the secretariat will present to the Executive Board the draft annual work programme of UN-Habitat and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2024 for further consideration and possible approval by the Executive Board.

Action: Briefing by the Executive Director on the draft annual work programme and budget for 2024. The Executive Board may wish to consider and approve the draft annual work programme and budget of UN-Habitat for 2024.

Documentation

Report of the Executive Director on the draft work programme of UN-Habitat and draft budget of the United Nations Human Settlements Foundation for 2024 (HSP/EB.2023/12)

Report of the Advisory Committee on Administrative and Budgetary Questions on the draft work programme and budget of the United Nations Human Settlements Programme for 2024 (HSP/EB.2023/12/Add.1)

Item 6

Discussion on the due diligence assessment of the Sustainable Human Settlements Foundation

17. In line with paragraph 7 of decision 2023/1 and as requested by the Executive Board at its second session of 2023 (HSP/EB.2023/9), the Executive Director will deliver a presentation on the due diligence assessment of the Sustainable Human Settlements Foundation to enable further discussion of the assessment by the Executive Board.

Action: Briefing by the Executive Director and discussion. The Executive Board may wish to take note of the briefing by the Executive Director and provide further recommendations.

Documentation

Report of the Executive Director on the due diligence assessment of the Sustainable Human Settlements Foundation (HSP/EB.2023/13)

Item 7

Report of the Executive Director on analysis of the principal obstacles to the implementation of the New Urban Agenda by Member States

18. As requested in paragraph 10 of decision 2023/1, under this item the Executive Director will deliver a presentation on the analysis of the principal obstacles to the implementation of the New Urban Agenda by Member States, including consideration of any potential challenges to reporting, capacity-building, advocacy and outreach activities.

Action: Briefing by the Executive Director on agenda item 7. The Executive Board may wish to take note of the briefing and formulate further recommendations.

Documentation

Report of the Executive Director on the principal obstacles to the implementation of the New Urban Agenda by Member States (HSP/EB.2023/14)

Item 8

Road map towards the preparation of the strategic plan of UN-Habitat for the period 2026–2029

19. In paragraph 2 of decision 2/1 of the UN-Habitat Assembly, the Assembly requested the Executive Director, in consultation with the Executive Board, to start preparations for the development of the strategic plan for the period 2026–2029.

20. Accordingly, under this item the Executive Director will provide a briefing on the proposed road map towards the development of the strategic plan for the period 2026–2029.

Action: Briefing by the Executive Director on item 8 and possible guidance by the Executive Board.

Documentation

Report of the Executive Director on the preparations for the development of the strategic plan for the period 2026–2029 (HSP/EB.2023/15)

Item 9

Draft terms of reference of the urban action funding window to support the implementation of United Nations Habitat Assembly resolutions in a balanced manner

21. In paragraph 3 of resolution 2/10, the UN-Habitat Assembly decided to establish an urban action funding window within the United Nations Habitat and Human Settlements Foundation to attract and manage funds from donors to fund the implementation of resolutions adopted by the UN-Habitat Assembly that lacked adequate financing. In paragraph 4 of the same resolution, the UN-Habitat Assembly requested the Executive Director, in consultation with the Executive Board, to develop the terms of reference of the urban action funding window, noting the need to achieve the implementation of UN-Habitat Assembly resolutions in a balanced manner.

22. Accordingly, under this item, the Executive Director will first provide an overview of progress in the implementation of resolutions adopted by the UN-Habitat Assembly and then a briefing on the proposed draft terms of reference of the urban action funding window to support the implementation of UN-Habitat Assembly resolutions in a balanced manner.

Action: Briefing by the Executive Director progress in the implementation of resolutions adopted by the UN-Habitat Assembly and on the proposed draft terms of reference of the urban action funding window followed by discussion. The Executive Board may wish to take note of the briefing by the Executive Director and provide further recommendations.

Documentation

Report of the Executive Director on the proposed draft terms of reference of the urban action funding window to support the implementation of United Nations Habitat Assembly resolutions in a balanced manner (set out in a conference room paper)

Item 10

Road map for preparations for 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

23. In paragraph 3 of resolution 2/1, the UN-Habitat Assembly requested the Executive Director, subject to the availability of funding, to initiate 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, which would ensure that digital urban infrastructure and data contributed to making cities and human settlements sustainable, inclusive and prosperous and respectful of human rights, and to present them for consideration and possible approval by the UN-Habitat Assembly at its resumed second session.

24. Accordingly, under this item, the Executive Director will provide a briefing on the road map for preparations for the development of international guidelines on people-centred smart cities.

Action: Briefing by the Executive Director on item. The Executive Board may wish to take note of the briefing by the Executive Director and provide further recommendations.

Documentation

Report of the Executive Director on the proposed road map for preparations for 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 (HSP/EB.2023/16)

Item 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

25. In accordance with paragraph 6 (b) of decision 2019/4, under this item the Executive Director will provide an update on the need for and possible benefits of the Sustainable Development Goals Cities (SDG Cities) certification and the implementation modalities for the certification, as well as an update on the engagement and commitments to Sustainable Urban Resilience for the next Generation

(SURGe) initiative. The secretariat will also provide a general briefing on UN-Habitat activities during the period January–June 2023.

Action: Briefing by the Executive Director on SDG cities, the SURGE initiative and UN-Habitat activities for the period January–June 2023. The Executive Board may wish to take note of the briefing by the Executive Director and formulate further recommendations.

Documentation

Report of the Executive Director on normative and operational activities of UN-Habitat, including an update on SDG Cities, the Sustainable Urban Resilience for the next Generation (SURGe) initiative and activities for the period January–June 2023 (HSP/EB.2023/17)

Report of the Executive Director on UN-Habitat activities for the period January–June 2023 (HSP/EB.2023/INF/7)

Item 12

Preparations for the twelfth session of the World Urban Forum

26. Under this item, the Executive Director will provide a briefing on the status of preparations for the twelfth session of the World Urban Forum, which will be held Cairo from 4 to 8 November 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 provide further recommendations.

Documentation

Report of the Executive Director on the status of preparations for the twelfth session of the World Urban Forum (HSP/EB.2023/18)

Item 13

Discussion on the implementation of the United Nations Development System reform in UN-Habitat: review of the checklist for governing bodies of United Nations Sustainable Development Group entities

27. Under this item, the Executive Director will provide a briefing on the implementation of the United Nations Development System reform in UN-Habitat, including a review of the checklist for the governing bodies of United Nations Sustainable Development Group entities as part of the UN-Habitat contribution to the implementation of General Assembly resolution 72/279.

Action: Briefing by the Executive Director and discussion. The Executive Board may wish to take note of the briefing and formulate further recommendations.

Documentation

Note by the secretariat on the implementation by UN-Habitat of the reform of the United Nations Development System (HSP/EB.2023/19)

Checklist on the implementation of the reform of the United Nations development system (HSP/EB.2023/INF/8)

Item 14

Report of the Office of Internal Oversight Services to the Executive Board

28. In line with paragraph 6 (c) of decision 2019/4, under this item a presentation will be delivered on the report of the Office of Internal Oversight Services.

Action: Briefing by the Executive Director and discussion. The Executive Board may wish to take note of the briefing by the Executive Director and formulate further recommendations.

Documentation

Note by the secretariat on the summaries of the report of the Office of Internal Oversight Services to the Executive Board and the report of the Ethics Office to the Executive Board (HSP/EB.2023/20)

Report on the activities of the Office of Internal Oversight Services for the period 1 July 2022–30 June 2023 (will be provided if available)

Item 15**Report of the Ethics Office to the Executive Board**

29. In line with paragraph 6 (d) of decision 2019/4, under this item a presentation will be delivered on the report of the Ethics Office to the Executive Board.

Action: The Executive Board may wish to take note of the briefing and formulate further recommendations.

Documentation

Note by the secretariat on the summaries of the report of the Office of Internal Oversight Services to the Executive Board and the report of the Ethics Office to the Executive Board (HSP/EB.2023/20)

Report of the Secretary-General on the activities of the Ethics Office (will be provided if available)

Item 16**Progress in the 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**

30. In line with paragraph 6 of decision 2022/5 of the Executive Board, under this item a presentation will be delivered on progress in the 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.

Action: Briefing by the Executive Director on progress in the implementation of the recommendations of the 2022 report of the Joint Inspection Unit. The Executive Board may wish to take note of the briefing and provide further guidance.

Documentation

Report of the Executive Director on progress in the 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 (HSP/EB.2023/21)

Item 17**Consideration and adoption of the outcomes of the session, including the provisional agenda for the first session of 2024**

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

32. The Executive Board will also adopt the provisional agenda for its first session of 2024 and decide on the dates for that session as part of the outcomes of the third session of 2023.

Action: Consideration and possible adoption of the outcomes and decisions of the Executive Board at its third session of 2023.

Documentation

In-session draft decisions to be submitted by the Bureau and Member States. (to be set out in a conference room paper)

Item 18**Other matters**

33. 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 19

Closure of the session

34. It is expected that the Executive Board will conclude the work of its third session of 2023 by 5 p.m. on Thursday, 30 November 2023.
