



UN-HABITAT

**Executive Board of the United Nations
Human Settlements Programme
Second session of 2024**
Nairobi, 4–6 December 2024
Item 2 (a) of the provisional agenda

**Organizational matters: adoption of the agenda and the
workplan for the second session of 2024**

Annotated provisional agenda

Item 1

Opening of the session

1. The Executive Board of the United Nations Human Settlements Programme (UN-Habitat) held its first session of 2024 from 6 to 8 May 2024 at the UN-Habitat headquarters in Nairobi. The report of the Executive Board on its work at that session is set out in document HSP/EB.2024/12, while the decisions adopted by the Board at that session are set out in document HSP/EB.2024/13.
2. In decision 2024/4, adopted at its first session of 2024, the Executive Board decided that its second session of 2024 would be held for a duration of three days from 4 to 6 December 2024. The provisional agenda of the second session of 2024, as agreed upon by the Board in its decision 2024/4 and further considered and recommended by the Bureau at its meeting on 2 September 2024, is set out in document HSP/EB.2024/14.
3. Under item 1 of the provisional agenda, the Chair will declare the second session of 2024 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 second session of 2024

4. Under this sub-item, 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 noon and from 2 to 5 p.m., with interpretation in the six official languages of the United Nations.
5. 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.2024/14.

Action: Adoption of the agenda and the workplan for the second session of 2024.

Documentation

Provisional agenda (HSP/EB.2024/14)

Annotated provisional agenda (HSP/EB.2024/14/Add.1)

List of documents for the second session of 2024 of the Executive Board (HSP/EB.2024/INF/10)

(b) Adoption of the report of the Executive Board on the work of its first session of 2024

6. 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 2024, held from 6 to 8 May 2024. The report of that session is set out in document HSP/EB.2024/12 and the decisions adopted at that session are set out in document HSP/EB.2024/13.

Action: Adoption of the report of the Executive Board on the work of its first session of 2024.

Documentation

Report of the Executive Board of the United Nations Human Settlements Programme on the work of its first session of 2024 (HSP/EB.2024/12)

Decisions adopted by the Executive Board at its first session of 2024 (HSP/EB.2024/13)

Item 3

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

7. In accordance 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.

8. Pursuant to paragraph 4 of decision 2024/4, the Chair of the ad hoc working group on the development of a stakeholder engagement policy will present to the Executive Board a 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.2024/INF/11)

Item 4

Financial, budgetary and administrative matters

9. Under this item, the secretariat will introduce the report of the Executive Director on the financial status of UN-Habitat as at 30 June 2024, in accordance with paragraph 5 of decision 2019/4 of the Executive Board.

10. 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 and discussion on financial, budgetary and administrative matters. 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 the United Nations Human Settlements Programme as at 30 June 2024 (HSP/EB.2024/15)

Report of the Executive Director on the financial status of UN-Habitat as at 30 September 2024 (set out in a conference room paper)

Financial report and audited financial statements for the year ended 31 December 2023 and report of the Board of Auditors (A/79/5/Add.9)

Item 5

Consideration 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 2025

11. In paragraph 3 of decision 2024/1, the Executive Board requested the Executive Director to finalize the draft work programme and budget for 2025 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 second session of 2024.

12. Accordingly, under this item, the secretariat will present the draft work programme of UN-Habitat and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2025 for further consideration and possible approval by the Executive Board.

Action: Briefing by the Executive Director and discussion on the draft work programme of UN-Habitat and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2025. The Executive Board may wish to consider and approve the draft annual work programme and the draft budget for 2025.

Documentation

Report of the Executive Director on the draft work programme of UN-Habitat and draft budget of the United Nations Habitat and Human Settlements Foundation for 2025 (HSP/EB.2024/16)

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 2025 (HSP/EB.2024/16/Add.1)

Item 6

Strategic plan

(a) Annual report for 2023 on the strategic plan for the period 2020–2025

13. Pursuant to paragraph 7 of decision 2024/4, under this sub-item, the Executive Board will be invited to consider the annual report for 2023 on the strategic plan of UN-Habitat for the period 2020–2025.

Action: Briefing by the Executive Director and discussion on the annual report for 2023 on the strategic plan for the period 2020–2025. The Executive Board may wish to take note of the briefing and of the relevant documentation and formulate further recommendations for follow-up action.

Documentation

Summary of the annual report for 2023 on the strategic plan for the period 2020–2025 (HSP/EB.2024/17)

Annual report for 2023 on the strategic plan for the period 2020–2025 (HSP/EB.2024/INF/12)

(b) Update on the development of the strategic plan for the period 2026–2029

14. In paragraph 2 of its decision 2/1, the UN-Habitat 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.

15. In addition, in paragraph 9 of its decision 2024/1, the Executive Board took note of the report of the Executive Director on the development of the draft strategic plan for the period 2026–2029 and encouraged its continued development and refinement.

16. Accordingly, under this item, the Executive Director will provide an update on the development of the strategic plan for the period 2026–2029.

Action: Briefing by the Executive Director on the development of the strategic plan for the period 2026–2029. The Executive Board may wish to provide further recommendations on the strategic plan for the period 2026–2029.

Documentation

Report of the Executive Director on the development of the strategic plan for the period 2026–2029 (HSP/EB.2024/18)

Item 7

Implementation of the normative and operational activities of UN-Habitat, including reporting on the programmatic activities of UN-Habitat in 2024 and the implementation of its subprogrammes, flagship programmes and technical cooperation activities, and UN-Habitat engagement in countries, territories and areas affected by conflicts and disasters

17. In accordance with paragraph 6 (b) of decision 2019/4 and with the provisions of decision 2024/2, under this item, the Executive Director will provide a briefing on the implementation of the normative and operational activities of UN-Habitat, including reporting on the programmatic activities of UN-Habitat in 2024 and the implementation of its subprogrammes, flagship programmes and technical cooperation activities, and UN-Habitat engagement in countries, territories and areas affected by conflicts and disasters.

Action: Briefing by the Executive Director and discussion on normative and operational activities. 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 the United Nations Human Settlements Programme, including updates on the Nepal and Jordan country programmes, urban crisis prevention, and response initiatives and activities for the period January–June 2024 (HSP/EB.2024/19)

Report of the Executive Director on the status of the development of the efforts to reconstruct the human settlements in the Gaza Strip (HSP/EB.2024/INF/13)

Report of the Executive Director on UN-Habitat activities for the period January–June 2024 (HSP/EB.2024/INF/14)

Item 8

Outcomes of the twelfth session of the World Urban Forum and of the Africa Urban Forum

18. Under this item, the Executive Director will provide a briefing on the outcomes of the twelfth session of the World Urban Forum, scheduled to take place from 4 to 8 November 2024 in Cairo. The Executive Director will also highlight the outcomes of the first Africa Urban Forum, held from 4 to 6 September 2024 in Addis Ababa.

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 for follow-up action.

Documentation

Note by the secretariat on the summary of the outcomes of the twelfth session of the World Urban Forum (set out in a conference room paper)

Item 9

Briefing by the Executive Director on the implementation of all resolutions adopted by the UN-Habitat Assembly

19. Under this item, and in accordance with the provisions of decision 2024/3 and paragraph 7 of decision 2024/4, the Executive Director will provide a briefing to the Executive Board on the status of the implementation of all the resolutions adopted by the UN-Habitat Assembly at its first session, held in 2019, and its adjourned second session, held in 2023.

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.

Documentation

Report of the Executive Director on the implementation of all resolutions adopted by the United Nations Habitat Assembly (HSP/EB.2024/20)

Report of the Executive Director on the progress in 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.2024/INF/15)

Report of the Executive Director on (i) the links between biodiverse and resilient cities and the implementation of the New Urban Agenda, and (ii) the toolkit on urban development for more biodiverse and resilient cities (HSP/EB.2024/INF/16)

Report of the Executive Director on the preparations for the first open-ended meeting of the Intergovernmental Expert Working Group on Housing (HSP/EB.2024/INF/17)

Item 10**Update by the Executive Director on the preparations for the resumed second session of the UN-Habitat Assembly**

20. Under this item, the Executive Director will provide a briefing on the preparations for the resumed second session of the UN-Habitat Assembly, to be held on 29 and 30 May 2025 at the headquarters of UN-Habitat in Nairobi.

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.

Documentation

Report of the Executive Director on the preparations for the resumed second session of the UN-Habitat Assembly (set out in a conference room paper)

Item 11**Report of the Office of Internal Oversight Services to the Executive Board and results of the assessment of the organizational effectiveness of UN-Habitat by the Multilateral Organization Performance Assessment Network**

21. In accordance 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 to the Executive Board.

22. As considered and agreed by the Bureau at its meetings of 2 September and 18 October 2024, the Multilateral Organization Performance Assessment Network (MOPAN) will present the results of its assessment of the organizational effectiveness of UN-Habitat to the Executive Board.

Action: Briefing on the report of the Office of Internal Oversight Services and discussion.

Action: Briefing by MOPAN on the results of its assessment of the organizational effectiveness of UN-Habitat.

The Executive Board may wish to take note of the briefing and provide further recommendations.

Documentation

Note by the secretariat on the report of the Office of Internal Oversight Services, the report of the Ethics Office and related UN-Habitat activities (HSP/EB.2024/21)

Report by the Multilateral Organisation Performance Assessment Network (MOPAN) on the results of its assessment of the organizational effectiveness of UN-Habitat (HSP/EB.2024/INF/18), if available,

Item 12**Report of the Ethics Office to the Executive Board**

23. In accordance 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 report of the Office of Internal Oversight Services, the report of the Ethics Office and related UN-Habitat activities (HSP/EB.2024/21)

Item 13

Follow-up on implementation of the report of the Joint Inspection Unit on the review of management and administration in UN-Habitat

24. In accordance 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 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.2024/22)

Item 14

Consideration and adoption of the outcomes of the session, including the provisional agenda for the first session of 2025

25. Under this item, the Executive Board may wish to adopt any draft decisions and outcomes of its second session of 2024.

26. The Executive Board will also adopt the provisional agenda for its first session of 2025 and decide on the dates for that session as part of the outcomes of the second session of 2024.

Action: Consideration and possible adoption of the outcomes and decisions of the Executive Board at its second session of 2024, including the possible adoption of the dates and provisional agenda for its first session of 2025.

Documentation

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

Item 15

Other matters

27. 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 16

Closure of the session

28. It is expected that the Executive Board will conclude the work of its second session of 2024 by 5 p.m. on Friday, 6 December 2024.
