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**Executive Board of the United Nations  
Human Settlements Programme  
First session of 2025**  
Nairobi, 25–27 March 2025  
Item 2 (a) of the provisional agenda\*

**Organizational matters: adoption of the agenda and the  
workplan for the first session of 2025**

## **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 2024 from 4 to 6 December 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.2024/23, while the decisions adopted by the Board at the session are set out in document HSP/EB.2024/24.
2. In decision 2024/8, adopted at its second session of 2024, the Executive Board decided that its first session of 2025 would be held for a duration of three days at a date to be decided by the Bureau, in consultation with the respective regional groups. In that decision, the Board also decided on the provisional agenda for the session, subject to review by the Bureau.
3. Subsequently, the Bureau met on 17 December 2024 and recommended that the first session of 2025 be held for a duration of three days from 25 to 27 March 2025. At its meeting on 31 January 2025, the Bureau reviewed and recommended the provisional agenda for the session, which is set out in document HSP/EB.2025/1.
4. The membership of the Executive Board is available on the UN-Habitat website,<sup>1</sup> while the geographical distribution of the Bureau that will preside over the conduct of the first session of 2025 is as follows:  

Chair:	Nigeria (African States)
Vice-Chairs:	Brazil (Latin American and Caribbean States)
	France (Western European and other States)
	Poland (Eastern European States)
Rapporteur:	Pakistan (Asia-Pacific States)
5. The Executive Board may consider the rotation of the offices of Chair and Rapporteur, in accordance with rule 9.3 of the rules of procedure.

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\* HSP/EB.2025/1.

<sup>1</sup> Available at  
[https://unhabitat.org/sites/default/files/2021/08/geographical\\_distribution\\_of\\_officers\\_of\\_the\\_bureau\\_of\\_the\\_executive\\_board.pdf](https://unhabitat.org/sites/default/files/2021/08/geographical_distribution_of_officers_of_the_bureau_of_the_executive_board.pdf).

6. Under item 1 of the provisional agenda, the Chair will declare the first session of 2025 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 first session of 2025**

7. Under this sub-item, the Chair will inform participants of the Bureau's recommendation that the Executive Board session 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.

8. 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.2025/1.

*Action: Adoption of the agenda and the workplan for the first session of 2025.*

#### **Documentation**

Provisional agenda (HSP/EB.2025/1)

Annotated provisional agenda (HSP/EB.2025/1/Add.1)

List of documents for the first session of 2025 of the Executive Board (HSP/EB.2025/INF/1)

#### **(b) Adoption of the report of the Executive Board on the work of its second session of 2024**

9. 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 2024, held from 4 to 6 December 2024. The report of that session is set out in document HSP/EB.2024/23 and the decisions adopted at the session are set out in document HSP/EB.2024/24.

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

#### **Documentation**

Report of the Executive Board of UN-Habitat on the work of its second session of 2024 (HSP/EB.2024/23)

Decisions adopted by the Executive Board at its second session of 2024 (HSP/EB.2024/24)

## **Item 3**

### **Reports of the chairs of the ad hoc working groups**

10. In accordance with the decisions of the Executive Board, and in particular 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 the groups.

*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.2025/INF/2)

## **Item 4**

### **Financial, budgetary and administrative matters**

11. Under this item, the secretariat will introduce the report of the Executive Director on the financial status of UN-Habitat as at 31 December 2024, in accordance with paragraph 5 of decision 2019/4 of the Executive Board.

12. In addition, the secretariat will provide information on actions taken by UN-Habitat to address geographical and gender imbalances in the composition of its staff.

13. 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 the financial status of UN-Habitat and on the actions taken to address geographical and gender imbalances in the composition of its staff. 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**

Report of the Executive Director on the financial status of UN-Habitat as at 31 December 2024 (HSP/EB.2025/2)

Report of the Executive Director on the financial status of UN-Habitat as at 15 March 2025 (set out in a conference room paper)

Report of the Executive Director on the staffing of UN-Habitat as at 31 December 2024 (HSP/EB.2025/INF/3)

Report of the Executive Director on recruitment, equitable geographical distribution and gender parity (HSP/EB.2025/INF/4)

Report of the Executive Director on the status of the implementation of the recommendations of the report of the Board of Auditors (HSP/EB.2025/INF/5)

### **Item 5**

#### **Update on the draft work programme of UN-Habitat and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2026**

14. Pursuant to rule 5 (c) of its rules of procedure, the Executive Board has a mandate to approve and oversee the implementation of the annual programme of work and budget. In paragraph 4 (a) of its decision 2019/4, the Board decided that the annual work programme of UN-Habitat and the budget of the United Nations Habitat and Human Settlements Foundation would be included on the provisional agenda of the Board sessions for consideration at its first session of each year.

15. In accordance with paragraph 6 of decision 2024/5, under this item the Executive Director will update the Executive Board on the status of the draft work programme of UN-Habitat and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2026.

*Action: Update by the Executive Director on the draft annual work programme and the draft budget for 2026 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.*

#### **Documentation**

Report of the Executive Director on the draft work programme of UN-Habitat and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2026 (HSP/EB.2025/3)

Draft work programme of UN-Habitat and draft budget of the United Nations Habitat and Human Settlements Foundation for 2026 (HSP/EB.2025/INF/6)

### **Item 6**

#### **Update on the preparation of, and possible recommendation of, the draft strategic plan of UN-Habitat for the period 2026–2029**

16. In paragraph 2 of decision 2/1, the United Nations 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.

17. In addition, in paragraph 10 of decision 2024/5, the Executive Board requested the Executive Director to finalize the draft strategic plan, taking into account the input of Member States during the Board's second session of 2024 and the input of the ad hoc working group on programmatic, budgetary and administrative matters, for consideration by the Executive Board at its first session of 2025, mindful of complementarity with the work of other entities within the United Nations development system.

18. Accordingly, under this item, the Executive Director will present to the Executive Board the draft strategic plan for the period 2026–2029.

*Action: Presentation by the Executive Director of the draft strategic plan of UN-Habitat for the period 2026–2029. The Executive Board may wish to consider the draft strategic plan for the period 2026–2029 and recommend it to the United Nations Habitat Assembly for its consideration.*

**Documentation**

Report of the Executive Director on the development of the strategic plan of UN-Habitat for the period 2026–2029 (HSP/EB.2025/4)

Draft strategic plan of UN-Habitat for the period 2026–2029 (HSP/EB.2025/INF/7)

**Item 7**

**Briefing on the Sustainable Cities and Communities Foundation**

19. In paragraph 10 of decision 2023/4, the Executive Board authorized the Executive Director to enter into a contribution agreement with the Sustainable Human Settlements Foundation for an initial duration of 10 years, subject to an annual review by the Executive Board and with the guidance of the Risk Oversight and Advisory Committee. In accordance with paragraph 11 of that decision, the Sustainable Human Settlements Foundation was renamed the Sustainable Cities and Communities Foundation.

20. Under this item, the Executive Director will provide a briefing on the Sustainable Cities and Communities Foundation.

*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 Sustainable Cities and Communities Foundations (HSP/EB.2025/5)

**Item 8**

**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 UN-Habitat subprogrammes, flagship programmes and technical cooperation activities**

21. In accordance with paragraph 6 (b) of decision 2019/4, and the provisions of decision 2024/6, under this item, the Executive Director will provide a briefing on the implementation of the normative and operational activities of UN-Habitat with a focus on updates on the Ethiopia and Central America programmes, capacity development initiatives, urban crises prevention and response, and activities for the period July–December 2024.

*Action: Briefing by the Executive Director. 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 updates on the Ethiopia and Central America programmes, capacity development initiatives, urban crises prevention and response, and activities for the period July–December 2024 (HSP/EB.2025/6)

Report of the Executive Director on the implementation plan of the UN-Habitat capacity-building strategy for 2025 (HSP/EB.2025/INF/8)

Report of the Executive Director on UN-Habitat activities for the period July–December 2024 (HSP/EB.2025/INF/9)

**Item 9**

**Update on the implementation of the resolutions adopted by the United Nations Habitat Assembly**

22. Under this item, and in accordance with the provisions of decision 2024/7, the Executive Director will provide a briefing to the Executive Board on the status of the implementation of all resolutions adopted by the United Nations 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 resolutions adopted by the United Nations Habitat Assembly (HSP/EB.2025/7)

Draft smart cities guidelines (HSP/EB.2025/INF/10)

**Item 10**

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

23. 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 of the relevant documentation and formulate further recommendations for follow-up action.*

**Documentation**

Note by the secretariat on the implementation of the United Nations development system reform in UN-Habitat (HSP/EB.2025/8)

Checklist on the implementation of the reform of the United Nations development system by UN-Habitat (HSP/EB.2025/INF/11)

**Item 11**

**Action by UN-Habitat to strengthen protection against sexual or any other type of exploitation and abuse and against sexual harassment in the workplace**

24. 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 the number of allegations reported, investigations carried out 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 and of the relevant documentation and provide further recommendations for follow-up action.*

**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 against sexual harassment in the workplace (HSP/EB.2025/9)

**Item 12**

**Annual report on action by the Executive Director to update and improve the internal management, policies and procedures of UN-Habitat**

25. Under this item and in accordance with paragraph 4 (d) of decision 2019/4, the secretariat will introduce the report of the Executive Director on actions to update and improve the internal management, policies and procedures of UN-Habitat.

*Action: Briefing by the Executive Director 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.*

**Documentation**

Report of the Executive Director on actions to update and improve the internal management, policies and procedures of UN-Habitat (HSP/EB.2025/10)

### **Item 13**

#### **Consideration and adoption of the outcomes of the session, including the provisional agenda for the second session of 2025**

26. Under this item, the Executive Board may wish to adopt any draft decisions and outcomes of its first session of 2025.

27. The Executive Board will also adopt the provisional agenda for its second and third sessions of 2025 and decide on the dates for those sessions as part of the outcomes of the first session of 2025.

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

#### **Documentation**

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

### **Item 14**

#### **Other matters**

28. 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 15**

#### **Closure of the session**

29. It is expected that the Executive Board will conclude the work of its first session of 2025 by 5 p.m. on Thursday, 27 March 2025.

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