



UN-HABITAT

BRIEFING BY THE EXECUTIVE DIRECTOR



Date: 7 MARCH 2025

ANA CLÁUDIA ROSSBACH
Under-Secretary-General and
Executive Director

FORMAL NOTIFICATION AND AGENDA FOR THE SESSION

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- **Formal notification** and **provisional agenda** for the upcoming session was shared with Member States on **12 February 2025** ahead of the required 42 days prior to the session as provided for in the rules of procedure.
- The core **pre-session documents** for the session were made available online in the **six UN official languages** by 26 February, four weeks prior to the session as expected in rules.
- The provisional agenda for the session was decided upon by the Executive Board in **Decision 2024/8** and further **reviewed** by the Bureau of the Executive Board.

PROVISIONAL AGENDA FOR THE UPCOMING SESSION.

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda and the workplan for the first session of 2025;
 - (b) Adoption of the report of the Executive Board on the work of its second session of 2024.
3. Reports of the chairs of the ad hoc working groups.
4. Financial, budgetary and administrative matters.
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.
6. Update on the preparation of, and possible recommendation of, the draft strategic plan of UN-Habitat for the period 2026-2029.
7. Briefing on the Sustainable Cities and Communities Foundation.
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 its subprogrammes, flagship programmes and technical cooperation activities.
9. Update on the implementation of the resolutions adopted by the United Nations Habitat Assembly.
10. Implementation by UN-Habitat of the reform of the development system and management of the United Nations.
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.
12. Annual report on action by the Executive Director to update and improve the internal management, policies and procedures of UN-Habitat.
13. Consideration and adoption of the outcomes of the session, including the provisional agenda for the second session of the Executive Board of 2025.
14. Other matters.
15. Closure of the session.

BRIEFING ON THE PROVISIONAL AGENDA OF THE 2025 FIRST SESSION

AGENDA ITEM 3. REPORTS OF THE AD HOC WORKING GROUPS ESTABLISHED BY THE EXECUTIVE BOARD

- Matters to be covered under this agenda will include:
 - Briefing by the **Chair of the ad hoc working** group on programmatic, budgetary and administrative matters (PBA) on the progress made by the working group.
 - Briefing by the **Chair of the ad-hoc** working group on the development of a Stakeholder Engagement Policy on the progress made by the working group.
 - Possible recommendations of the Executive Board on the basis of the briefing of the Chairs of the ad hoc working groups of the Executive Board.

AGENDA ITEM 4. FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS.

Year 2024:

- The interim financial status report as at **31 December 2024** is available
- The final financial statements for 2024 will be released by 31 March 2025
- Foundation non-earmarked resources, a total of USD 5.782 million received in voluntary contributions in 2024 against a target of USD 5.944 million .
- Expenditures in 2024 at about \$3.7 million,
- \$1.0 million repaid towards the loan , the balance is now \$1.0 million.

Year 2025:

- Approved budget is 4.7 million US dollars in the non-earmarked Foundation fund.
- USD 73,000 was recorded as at 5 March 2025,
- During the upcoming session Member States will be updated on the latest updated figures as of 28 February 2025.

AGENDA ITEM 5. UPDATE ON THE DRAFT WORK PROGRAMME AND DRAFT BUDGET FOR 2026.

The Annual Work Programme and Budget is **structure** :

- Part A, addresses the Programme of Work itself and will be presented and discussed during the first session of the Executive Board in 2025;
 - Part B, which focuses on the budget, to be developed subsequently as the Programme of Work progresses.
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- On February 3, 2025 the ad hoc working group on PBA discussed the draft work programme.
 - The Committee for Programme and Coordination (CPC) will review the draft work programme in May, 2025.
 - Preparation of the draft 2026 budget is underway.
 - 2026 Regular Budget is to increase from USD 13.0 million in 2024 to USD 15.0 million
 - Foundation non-earmarked budget to increase from USD 4.7 million to USD 5.0 million.

AGENDA ITEM 6. UPDATE ON THE PREPARATION AND POSSIBLE RECOMMENDATION OF, THE DRAFT STRATEGIC PLAN 2026-2029.

- The development of the strategic plan for the period of 2026-2029 is in final phase.
- Guidance of the Member States led to a clear, focused, succinct, and straightforward document that will be easier to implement and monitor.
- Following the guidance of the Member States, we have submitted the draft Division of Conference Services for translating it to all official languages of the United Nations for the resumed second session of the United Nations Habitat Assembly yesterday.
- The strategic plan will be considered by the Executive Board at the upcoming session.

AGENDA ITEM 7. BRIEFING ON THE SUSTAINABLE CITIES AND COMMUNITIES FOUNDATION.

- UN-Habitat entered into an agreement in 2023 with the Sustainable Human Settlements Foundation (SHSF), whose name was changed to the Sustainable Cities and Communities Foundation (SCCF)
- There is intent to conduct an independent due diligence of SCCF in consultation with United Nations Headquarters (UNHQ).

AGENDA ITEM 8. IMPLEMENTATION OF THE NORMATIVE AND OPERATIONAL ACTIVITIES OF UN-HABITAT

This agenda item is comprised of:

- Activities in Ethiopia and Central America, across the different domains of change of the UN-Habitat strategic plan for the period 2020–2025
- The progress made by UN-Habitat in implementing its current capacity-development strategy
- brief updates on the progress in the provision of normative guidance and operational support to countries affected by conflicts and disasters.
- highlights from activities across the whole strategic plan, covering the period from July to December 2024.

AGENDA ITEM 9. UPDATE ON THE IMPLEMENTATION OF THE RESOLUTIONS ADOPTED BY THE UNITED NATIONS HABITAT ASSEMBLY.

- Provides updates to the Executive Board on all resolutions adopted by the United Nations Habitat Assembly at its first and second sessions in 2019 and 2023, respectively.
- The pre-session report highlights progress made within the September 2024 - January 2025 reporting period.

Some key achievements:

- Development of the Human Rights, Gender and Social Inclusion Handbook for Project Managers, under Resolution 1/4 – This was developed in 2024 and is set for internal launch in the coming weeks.
- Development of the International Guidelines on People-Centred Smart Cities, mandated through Resolution 2/1.
- Celebration of World Cleanup Day (WCD) on 20th September 2024, mandated through Resolution 2/3 .
- Establishment of the Partnership Platform on Localizing the SDGs, under Resolution 2/6:
- Organization of the first session of the Open-ended Expert Working Group on Adequate Housing for All, mandated through Resolution 2/7.

AGENDA ITEM 10. IMPLEMENTATION BY UN-HABITAT OF THE REFORM OF THE DEVELOPMENT SYSTEM AND MANAGEMENT OF THE UNITED NATIONS

- In response GA resolution 76/4 of 2 November 2021 on the “Review of the functioning of the reinvigorated resident coordinator system, including its funding arrangement”,
- Reports demonstrated UN-Habitat’s ability to raise up the profile of the urban agenda by capitalizing on the momentum created by the UNDS reform, also strengthening our commitments to supporting several regional and country level processes.
- A recent step taken is to design of a new policy guidance meant to facilitate the development of the next generation of the UN-Habitat’s country programme documents (HCPDs) aiming to facilitate the inclusion of the urban dimensions of SDGs and New urban agenda into the national priority settings and planning.

AGENDA ITEM 11. ACTION BY TO STRENGTHEN PROTECTION AGAINST SEXUAL OR ANY OTHER TYPE OF EXPLOITATION AND ABUSE AND AGAINST SEXUAL HARASSMENT IN THE WORKPLACE.

- Executive Director's management letter to the Secretary-General, covering the period from 1 January to 31 December 2024, is attached to the report to the Executive Board on this Agenda item.
- UN-Habitat has fully and accurately reported all SEA allegations, ensured mandatory training for staff and affiliated personnel, and strengthened preventive and response measures.
- Key actions taken include victim-centred assistance, strengthened accountability for implementing partners, and continuous awareness-raising initiatives.
- Currently, 83% of staff and personnel have completed SEA training, reinforcing their obligation to report any incidents.
- To further enhance protection measures for the year 2025, UN-Habitat will expand awareness campaigns, provide targeted training for outposted offices, and strengthen participation in inter-agency SEA referral mechanisms.

AGENDA ITEM 12. ANNUAL REPORT ON ACTION BY THE EXECUTIVE DIRECTOR TO UPDATE AND IMPROVE THE INTERNAL MANAGEMENT, POLICIES AND PROCEDURES OF UN-HABITAT

- The report highlights key initiatives undertaken by UN-Habitat to strengthen its internal management policies and procedures during the 2024-2025 biennium.
- Efforts are aimed at improving efficiency, transparency, and accountability across its operations, and are focused on areas such as financial and human resource management, delegation of authority, procurement guidance, digital workflow management, communication procedures, and legal and compliance oversight.
- Achievements include the development of a comprehensive budgeting tool, improvements in recruitment processes, streamlined procurement procedures, and the launch of initiatives to digitize workflows and enhance internal communication.
- The report also outlines efforts to enhance legal and compliance frameworks, including the review and finalization of key documents related to partner engagement and community contract management

AGENDA ITEM 13. CONSIDERATION AND ADOPTION OF THE OUTCOMES OF THE SESSION, INCLUDING THE PROVISIONAL AGENDA FOR THE SECOND SESSION OF 2025.

- The Executive Board is expected to make important decisions and recommendations to secretariat and towards resumed second resumed session of the UN-Habitat Assembly.
- To facilitate these deliberations, and as requested by the Bureau, the secretariat has provided technical inputs as a basis for possible decisions to be considered by the Executive Board at the upcoming session.
- The ad hoc working group on PBA has already met several times to consult on the draft decisions.

QUESTIONS AND ANSWERS

LOGISTICAL ARRANGEMENTS FOR THE EXECUTIVE BOARD SESSION

BRIEFING ON LOGISTIC ARRANGEMENTS

- All the **pre-session documents** for the Executive Board are available on the website.
- Travel of **five LDCs** who are Members of the Executive Board is being organized to participate in the session in person.
- Permanent and Observer Missions, requested to **communicate** the names of the members of their **respective delegations** as early as possible during the online **registration** by uploading a Note Verbale or other form of official communication with the names of representatives.

2C. REGISTRATION FOR THE SESSION

Online registration:

- Wednesday, **5 February 2025 to on Friday, 21 March 2025** at 12:00PM (UTC + 3:00), through UN-Habitat's Global Events Management System website.
- Member States requested to **upload** a Note Verbale or a formal communication reflecting the names of their representatives to the session when registering.

Onsite registration :

- Monday, 24 March 2025 from 08:00 to 16:00, East Africa Time (EAT).
- Tuesday, 25 March 2025 from 08:00 to 16:00, East Africa Time (EAT).

BRIEFING ON LOGISTIC ARRANGEMENTS

- The **proposed organization of work** during the Executive Board session as recommended by the Bureau has been shared in the form of a “**Programme at a glance**” and “**detailed Programme**” which are available on the website indicating timings for plenary and informal consultations.
- An “**information for participants**” document for the Executive Board session has been placed on the dedicated website for the session.
- **Regional groups** who wish to have **meetings rooms** for their consultations during **the sessions**, typically before the start of each morning plenary will have meeting rooms be allocated accordingly.

QUESTIONS AND ANSWERS

Thank you!

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