

First session of 2023 of the Executive Board of the United Nations Human Settlements Programme (UN-Habitat)

28 and 29 March 2023

Notification by the Executive Director

I. Dates, agenda, venue and participation

1. The Executive Board held its second session of 2022 in a hybrid format from 21 to 23 November 2022. The report of the Executive Board on the work of its second session of 2022 is set out in document HSP/EB.2022/21. The decisions adopted by the Board at that session are set out in document HSP/EB.2022/22.
2. At its second session of 2022, in its decision 2022/7, the Executive Board agreed that its first session of 2023 would be held for a duration of two days on Tuesday, 28 March and Wednesday, 29 March 2023, and also decided that the provisional agenda for the first session of 2023 would be reviewed by the Bureau and made available in due course.
3. The provisional agenda proposed by the Bureau at its meeting of 9 December 2022 is set out in document HSP/EB.2023/1 and can be accessed [here](#).
4. Pursuant to rule 6 of the rules of procedure of the Executive Board, which can be found in document HSP/HA.1/HLS.3, the working documents for the session will be issued in the six official languages of the United Nations by 28 February 2023, four weeks prior to the opening of the session.
5. It is anticipated that the session will take place in a hybrid format, with in-person participation at the headquarters of the United Nations Human Settlements Programme (UN-Habitat) in Nairobi. In-person participation is encouraged with the understanding that the choice and level of representation remain at the discretion of Member States. The coronavirus disease (COVID-19) steering committee of the United Nations Office at Nairobi agreed to lift all COVID-19-related access restrictions at the United Nations complex in Nairobi as of 1 September 2022. There are therefore no limitations with respect to delegates' in-person participation in the sessions of the Executive Board, as was the case during the second session of 2022 of the Executive Board, in November 2022.
6. The first session of 2023 will be opened at 9 a.m. (Nairobi time (UTC + 3)) on Tuesday, 28 March. Participants joining the meeting remotely should be online and logged into the meeting by 8.45 a.m. Any in-person participants should be seated by 8.45 a.m. in conference room 2 at the United Nations Office at Nairobi. Instructions for accessing the online session will be shared with participants on or after 24 March.
7. All [36 members](#) of the Executive Board are expected to participate in the session.
8. In addition, in accordance with rule 17 of the rules of procedure, the sessions of the Executive Board are open to any State Member of the United Nations that is not a member of the Executive Board and any member of a specialized agency. In line with rule 8 of the rules of procedure, each member of the Executive Board and any observers should forward to the secretariat of the Executive Board, as soon as possible but no later than 23 March 2023, the names of their accredited representatives, alternate representatives and advisers, including their email addresses, for the purpose of enabling their access to the online session. Each delegation should consist of an accredited representative and such alternate representatives and advisers as may be required.

II. Key issues to be discussed

9. Among the key issues to be considered by the Executive Board at its first session of 2023 are the following:
 - (a) Financial status of UN-Habitat, including an update on the financial reserve and updated model for the non-earmarked budget of the United Nations Habitat and Human Settlements Foundation;

- (b) Briefing on the second session of the United Nations Habitat Assembly;
- (c) Preparations for the twelfth session of the World Urban Forum;
- (d) Findings of the analysis of the reputational risks related to the Sustainable Human Settlements Foundation and overview of earmarked private sector contribution agreements;
- (e) Normative and operational activities of UN-Habitat, including reporting on the programmatic activities of UN-Habitat in 2022 and the implementation of subprogrammes, flagship programmes and technical cooperation activities;
- (f) Annual report 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.

III. Informal consultations

10. In order to facilitate the work of the Executive Board, arrangements will be made, upon request, for informal consultations within the regional groups on various matters, including any draft outcomes, such as any draft decisions for consideration and possible adoption by the Executive Board. Such requests should be sent by email to chris.mensah@un.org and unhabitat-sgb@un.org.

IV. Proposed organizational arrangements for the first session of 2023

11. The Executive Director proposes the organizational arrangements and timetable set out in the annex to the present notification for consideration by Member States.

A. Bureau

12. In accordance with rule 9 of the rules of procedure, the Bureau of the Executive Board consists of a chair, three vice-chairs and a rapporteur. The members of the Bureau for the period 2022–2023, who were elected by the Executive Board at its first session of 2022 on 31 March 2022, will preside over the conduct of the first session of 2023. As agreed upon by the Executive Board in its decision 2022/7, the members of the Bureau for the period 2023–2024 will be elected during the second session of 2023 of the Executive Board, to be held in the margins of the second session of the United Nations Habitat Assembly of the United Nations Human Settlements Programme in June 2023, following the expected election of 36 Members of the Executive Board by the United Nations -Habitat Assembly.

13. The geographical distribution of the membership of the Executive Board, elected by the UN-Habitat Assembly at its first session, in May 2019, for a four-year term, can be accessed [here](#), while the geographical distribution of the Bureau for the period 2022–2023 is as follows:

Chair:	Brazil (Latin American and Caribbean States)
Vice-Chairs:	Kenya (African States)
	Pakistan (Asia-Pacific States)
	Poland (Eastern European States)
Rapporteur:	France (Western European and other States)

B. Meetings during the session

1. Day 1 of the session

14. Following consultations within the Bureau, it is recommended that most of the work of the Executive Board be undertaken in plenary meetings over a period of two days. It is proposed that the first day of the first session of 2023 be devoted to the opening of the session (agenda item 1); organizational matters (agenda item 2); reports by the chairs of the ad hoc working groups established by the Executive Board (agenda item 3); the financial status of UN-Habitat, including an update on the financial reserve and updated scalability model for the non-earmarked Foundation budget (agenda item 4); briefing on the second session of the UN-Habitat Assembly (agenda item 5); preparations for the twelfth session of the World Urban Forum (agenda item 6) and the findings of the analysis of the reputational risks related to the Sustainable Human Settlements Foundation and overview of earmarked private sector contribution agreements (agenda item 7).

2. Day 2 of the session

15. It is proposed that the second day be devoted to the normative and operational activities of UN-Habitat, including reporting on the programmatic activities of UN-Habitat in 2022 and the implementation of subprogrammes, flagship programmes and technical cooperation activities (agenda item 8); the annual report 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, and other misconduct (agenda item 9); the consideration and adoption of the outcomes of the session, including the provisional agenda for the second session of 2023 (agenda item 10); other matters (agenda item 11); and the closure of the session (agenda item 12).

C. Consultations on draft decisions to be considered by the Executive Board

16. It is recommended, in the interest of efficiency, that the draft outcomes, including draft decisions to be considered by the Executive Board at its first session of 2023, should be discussed, prior to the opening of the session, by the ad hoc working group on programmatic, budgetary and administrative matters, which was established by the Executive Board in paragraph 7 of its decision 2019/2. Thereafter, it is anticipated that the Chair of the ad hoc working group will forward the draft outcomes, including draft decisions, based upon those preliminary discussions, to the Executive Board for further consideration and possible adoption.

17. It is also anticipated that part of the session will be dedicated to informal negotiations on the draft decisions with a view to merging, reconciling or clarifying them, as necessary, prior to their consideration by the Executive Board during a plenary meeting at the session.

D. Registration

18. All delegates are encouraged to pre-register online for the first session of 2023 at <https://unhabitat.org/meetings/first-session-of-2023-of-the-executive-board> from Friday, 24 February. All participants should register online before 2 p.m. (Nairobi time (UTC + 3)) on Thursday, 23 March in order to enable the organization to record the attendance of all the participants and provide them with access to the online platform for the session.

19. In accordance with rule 8 of the rules of procedure of the Executive Board, the secretariat of UN-Habitat requests permanent and observer missions to UN-Habitat in Nairobi and to the United Nations in New York, in addition to registering online, to communicate the names of the members of their respective delegations as early as possible, but no later than Thursday, 23 March 2023, to the Secretary to the Governing Bodies of UN-Habitat, Chris Mensah (telephone: +254 732 689199; email: chris.mensah@un.org and unhabitat-sgb@un.org).

20. Additional information will be made available on the session website at <https://unhabitat.org/meetings/first-session-of-2023-of-the-executive-board> and at <https://unhabitat.org/governance/executive-board>. Enquiries regarding the session should be directed to:

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Proposed organization of work and timetable for the first session of 2023 of the Executive Board (28 and 29 March 2023)

<i>Day/date</i>	<i>Time (UTC + 3)</i>	<i>Agenda item</i>
Tuesday, 28 March	9 a.m.	1. Opening of the session.
		2. Organizational matters: <ul style="list-style-type: none"> (a) Adoption of the agenda and the workplan for the first session of 2023; (b) Adoption of the report of the Executive Board on the work of its second session of 2022.
		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 model for the non-earmarked budget of the Habitat and Human Settlements Foundation.
	2 p.m.	5. Briefing on the second session of the UN-Habitat Assembly.
		6. Preparations for the twelfth session of the World Urban Forum.
		7. Findings of the analysis of the reputational risks related to the Sustainable Human Settlements Foundation and overview of earmarked private sector contribution agreements.
<i>Informal consultations on draft outcomes.</i>		
Wednesday, 29 March	9 a.m.	8. Normative and operational activities of UN-Habitat, including reporting on the programmatic activities of UN-Habitat in 2022 and the implementation of subprogrammes, flagship programmes and technical cooperation activities.
	<i>Informal consultations on draft outcomes.</i>	
	2 p.m.	9. Annual report 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.
		10. Consideration and adoption of the outcomes of the session, including the provisional agenda for the second session of 2023.
		11. Other matters.
		12. Closure of the session.