



**UN HABITAT Executive Board
of the United Nations
Human Settlements Programme**

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**Executive Board of the United Nations
Human Settlements Programme
Second session of 2020**
Online, 27–29 October 2020
Item 1 (b) of the provisional agenda*

**Opening of the session: adoption of the agenda
and the workplan for the second session of 2020**

Annotated provisional agenda

Item 1

Opening of the session

1. The Executive Board began its first session of 2020 online on 29 June 2020 and resumed it on 29 July 2020 to elect the Bureau for the period 2020–2021 and take up any issues arising under any other matters. At its first session of 2020, the Executive Board, in its decision 2020/2, decided that its second session would span three days, from 27 to 29 October 2020, and also decided on the provisional agenda for the session. At its meeting of 10 August 2020, the newly elected Bureau of the Executive Board amended the provisional agenda as reflected in document HSP/EB.2020/19, taking into account an important item for discussion and possible approval at its second session of 2020, namely the work programme and budget for 2021. Because of the coronavirus disease (COVID-19) pandemic, the first session of 2020, originally scheduled to be held on 31 March 2020, was postponed and a number of the items on its agenda were deferred to the second session.

2. Under this item the Chair will declare the second session of 2020 open and outline the protocols for the session.

3. The membership of the Executive Board beginning on 31 May 2019 is set out in annex I to the present document, while the geographical distribution of officers elected to the Bureau at the first session of 2020 is set out in annex II.

Action: Opening of the session by the Chair of the Executive Board.

(a) Organizational matters

4. Under this sub-item, the Chair will inform participants that, at its first session of 2020, the Executive Board authorized the secretariat to use for the second session of 2020 the already prepared documents pertaining to the agenda items deferred until the second session. Those documents have been updated only to the extent absolutely necessary.

5. The Chair will also inform participants that, because of the limited availability – four hours per day – of simultaneous online interpretation in the six United Nations official languages, the Bureau at its meeting of 10 September 2020 made recommendations regarding which agenda items would be discussed with interpretation. The Chair will confirm that the Executive Board will work for approximately six hours per day, two in English only and four with interpretation, exercising flexibility where possible.

Action: Briefing on organizational matters related to documentation and interpretation services.

* HSP/EB.2020/19.

Documentation

Annotated provisional agenda (HSP/EB.2020/19/Add.1)

(b) Adoption of the agenda and the workplan for the second session of 2020

6. Under this 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 are set out in annex III to the present document.

7. The provisional agenda was decided upon by the Executive Board in paragraph 3 of its decision 2020/2, adopted at the first session of 2020, and was revised by the Bureau at its meeting of 10 August 2020 to include an important agenda item for discussion and possible approval, namely the work programme and budget for 2021.

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

Documentation

Provisional agenda (HSP/EB.2020/19)

Annotated provisional agenda (HSP/EB.2020/19/Add.1)

List of documents for the second session of 2020 of the Executive Board (HSP/EB.2020/INF/2)

(c) Adoption of the report of the Executive Board on the work of its first session of 2020

8. Under this sub-item, on the recommendation of the Rapporteur, the Executive Board will be invited to adopt the report of the Executive Board on the work of its first session of 2020, which was convened on 29 June and resumed on 29 July 2020. The decisions adopted by the Executive Board at that session are set out in the annex to the report.

Action: Adoption of the report of the Executive Board on the work of its first session of 2020.

Documentation

Report of the Executive Board on the work of its first session of 2020 (including the decisions adopted by the Executive Board at that session) (HSP/EB.2020/1/18)

Item 2

Reports by the chairs of the ad hoc working groups

9. In line with the decisions of the Executive Board, in particular paragraph 7 of decision 2019/2 creating the ad hoc working group on programmatic, budgetary and administrative matters, paragraph 11 of decision 2019/2 creating the ad hoc working group on working methods, and paragraph 5 of decision 2019/3 creating the ad hoc working group on the development of a draft stakeholder engagement policy, the chairs of the ad hoc working groups will report on the work of the groups.

10. The Chair will recall that, at its first session of 2020, the Executive Board decided to take up the final report on the work of the ad hoc working group on working methods at its second session of 2020, during which the term of the ad hoc working group is expected to end.

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

Action: Consideration and possible adoption of the report of the ad hoc working group on working methods on the proposed working methods of the Executive Board of UN-Habitat.

Documentation

Report of the ad hoc working group on working methods on the proposed working methods of the Executive Board of UN-Habitat (HSP/EB.2020/20)

Item 3

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, in accordance with paragraph 4 of decision 2019/2. The secretariat will

also provide an update on the restructuring and financing of UN-Habitat, including the implementation of the resource mobilization strategy, in accordance with the strategic plan, as well as the status of staffing status in the organization. The Executive Director will provide a briefing to the Executive Board in preparation for the discussion on the financial, budgetary and administrative situation of UN-Habitat.

Action: Briefing by the Executive Director on financial, budgetary and administrative matters 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 entitled “Financial budgetary and administrative matters: interim financial status as at 30 June 2020” (HSP/EB.2020/21)

Financial report and audited financial statements for the year ended 31 December 2019 and report of the Board of Auditors (A/75/5/Add.9)

Report of the Executive Director on an update on the ongoing restructuring of UN-Habitat (HSP/EB.2020/21/Add.1)

Report of the Executive Director on staffing as at 30 June 2020 (HSP/EB.2020/21/Add.2)

Item 4

Action by UN-Habitat to address geographical and gender imbalances in the composition of its staff

12. Under this item, the Executive Board will consider, as provided in paragraph 6 of decision 2019/2 and paragraph 4 (f) of decision 2019/4, a report on action by UN-Habitat to address geographical and gender imbalances in the composition of its staff, including progress in the achievement of its gender parity target for all positions.

Action: The Executive Board may wish to take note of the briefing by the Executive Director and of the relevant documentation, including the report on action by UN-Habitat to address geographical and gender imbalances in the composition of its staff, and formulate further recommendations for follow-up action.

Documentation

Report of the Executive Director on staffing as at 30 June 2020 (HSP/EB.2020/21/Add.2)

Report of the Executive Director on recruitment, equitable geographical distribution and gender parity (HSP/EB.2020/3/Add.1)

Item 5

Discussion and possible approval of the draft work programme of the United Nations Human Settlements Programme and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2021

13. Pursuant to rule 5 (c) of its rules of procedure, the Executive Board has the mandate to approve and oversee the implementation of the annual programme of work and budget and the resource mobilization strategy, in accordance with the strategic plans and political guidelines provided by the UN-Habitat Assembly. 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 2021 for further consideration and possible approval by the Executive Board.

14. Under this item, the Executive Director will brief the Executive Board on the response of UN-Habitat to the COVID-19 pandemic.

Action: Consideration and possible approval of the draft annual work programme and budget of UN-Habitat for 2021.

Action: Briefing by the Executive Director on progress in the implementation of the UN-Habitat response to the COVID-19 pandemic. 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 annual work programme of UN-Habitat and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2021 (HSP/EB.2020/22)

Report of the Advisory Committee on Administrative and Budgetary Questions on the work programme and budget for 2021 (HSP/EB.2020/22/Add.1)

Report of the Executive Director on the UN-Habitat response to COVID-19 (summary report) (HSP/EB.2020/INF/3)

Report of the Executive Director on the UN-Habitat response to COVID-19 (full report)

Item 6

Implementation of UN-Habitat strategic plans

(a) Annual report for 2019 on the strategic plan for the period 2014–2019

15. The strategic plan for the period 2014–2019 ended on 31 December 2019. Accordingly, and pursuant to paragraph 1 of decision 2019/1, under this sub-item the Executive Board will be invited to consider the annual report for 2019 on the strategic plan for the period 2014–2019.

Action: The Executive Board may wish to take note of the annual report for 2019 on the strategic plan for the period 2014–2019.

Documentation

Annual report for 2019 on the implementation of the strategic plan for the period 2014–2019 (HSP/EB.2020/5/Add.1)

Annual report for 2019 on the implementation of the strategic plan for the period 2014–2019 (full report) (HSP/EB.2020/INF/4)

(b) Update on the final report on the strategic plan for the period 2014–2019 and the ongoing evaluation of the strategic plan for the period 2014–2019

16. In line with paragraph 2 of decision 2019/1, the final report on the full cycle of the strategic plan for the period 2014–2019 will be considered by the Executive Board at its second session in 2020 and will include an evaluation report on the implementation of the plan. Accordingly, under this sub-item, the Executive Director will update the Executive Board on the final report as well as the evaluation of the strategic plan for the period 2014–2019.

Action: Update by the Executive Director on the preparation of the final report on the implementation of the strategic plan for the period 2014–2019 and the final evaluation of the strategic plan for the period 2014–2019, followed by discussion. The Executive Board may wish to take note of the update by the Executive Director and of the relevant documentation and formulate further recommendations for follow-up action.

Documentation

Report of the Executive Director on an update on the final report of the full cycle of the 2014–2019 UN-Habitat strategic plan, including on the inception of the evaluation report (HSP/EB.2020/5)

Full-cycle report on the implementation of the strategic plan of UN-Habitat for the period 2014–2019 (HSP/EB.2020/23)

Final report on the strategic plan for the period 2014–2019 (full report) (HSP/EB.2020/INF/5)

Overview of the final evaluation of the implementation of the UN-Habitat strategic plan for the period 2014–2019 (summary report) (HSP/EB.2020/23/Add.1)

Evaluation of the strategic plan for the period 2014–2019 (full report) (HSP/EB.2020/INF/6)

(c) Implementation of the strategic plan for the period 2020–2023

17. Under this sub-item, the secretariat will update the Executive Board on the progress made in the implementation of the strategic plan for the period 2020–2023, in accordance with paragraphs 5 and 7 of decision 2019/1 and paragraph 3 of decision 2020/2. In particular, the Board will be invited to review and approve the following: the draft accountability framework, the draft financial plan, the

draft results-based management policy, the draft results framework, the draft partnership strategy, the draft impact communication strategy, the draft resource mobilization strategy and review of the investments funds.

Action: Consideration and possible approval of the draft accountability framework, the concept note on the draft financial plan, the draft results-based management policy, the draft results framework, the draft partnership strategy, the draft impact communication strategy and the draft resource mobilization strategy.

Documentation

Organizational and personnel accountability within the United Nations Human Settlements Programme: implementing the Accountability Framework of the United Nations Secretariat (HSP/EB.2020/24)

Report of the Executive Director entitled “Progress in the implementation of the strategic plan for the period 2020–2023: draft financial plan” (HSP/EB.2020/7)

Report of the Executive Director entitled “Progress in the implementation of the strategic plan for the period 2020–2023: draft results-based management policy” (HSP/EB.2020/8)

Report of the Executive Director entitled “Progress in the implementation of the strategic plan for the period 2020–2023: draft results framework” (HSP/EB.2020/9/Rev.1)

Report of the Executive Director entitled “Progress in the implementation of the strategic plan for the period 2020–2023: draft partnership strategy” (HSP/EB.2020/10/Rev.1)

Report of the Executive Director entitled “Progress in the implementation of the strategic plan for the period 2020–2023: draft communication strategy” (HSP/EB.2020/11/Rev.1)

Report of the Executive Director entitled “Progress in the implementation of the strategic plan for the period 2020–2023: draft resource mobilization strategy” (HSP/EB.2020/12/Rev.1)

Item 7

Status of implementation of the resolutions and decisions adopted by the UN-Habitat Assembly at its first session

18. Under this item, the Executive Director will provide a briefing on the status of implementation of the resolutions and decisions adopted by the UN-Habitat Assembly at its first session, namely resolution 1/2 on the United Nations System-Wide Guidelines on Safer Cities and Human Settlements; resolution 1/3 on enhancing capacity-building for the implementation of the New Urban Agenda and the urban dimension of the 2030 Agenda for Sustainable Development; resolution 1/4 on achieving gender equality through the work of UN-Habitat to support inclusive, safe, resilient and sustainable cities and human settlements; resolution 1/5 on enhancing urban-rural linkages for sustainable urbanization and human settlements; and decision 1/3 on arrangements for the transition towards the new governance structure of UN-Habitat.

19. In addition, pursuant to paragraph 2 of Executive Board decision 2019/3, the secretariat will present to the Board a draft concept note on the implementation of a review process for the *United Nations System-Wide Guidelines on Safer Cities and Human Settlements*, in accordance with resolution 1/2. The secretariat will further present to the Board a report on the status of development of tools, thematic guides and a compendium on enhancing awareness, best practices, and mainstreaming of rural-urban linkages pursuant to decision 2019/4 of 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 of the relevant documentation and provide further recommendations for follow-up action.

Documentation

Report of the Executive Director on progress in the implementation of the resolutions and decisions adopted by the UN-Habitat Assembly at its first session (HSP/EB.2020/25)

Concept note on the implementation of a review process for the United Nations System-Wide Guidelines on Safer Cities and Human Settlements (HSP/EB.2020/13/Add.2)

Item 8

Development of the capacity-building strategy

20. Under this item, the secretariat will present the draft capacity-building strategy, in accordance with paragraph 3 of decision 2019/3. The Board will be invited to review and possibly approve the draft capacity-building strategy in line with paragraph 3 of decision 2019/3, in which the Executive Director was requested to finalize the strategy in 2020.

Action: Consideration and possible approval of the draft capacity-building strategy for the implementation of the New Urban Agenda and the urban dimension of the 2030 Agenda for Sustainable Development.

Documentation

Draft capacity-building strategy for the implementation of the Sustainable Development Goals and the New Urban Agenda (HSP/EB.2020/13/Add.1)

Item 9

Normative and operational activities of UN-Habitat, including reporting on the programmatic activities of UN-Habitat in 2020 and the implementation of subprogrammes, flagship programmes and technical cooperation activities

21. Under this item, and in accordance with paragraph 7 of decision 2019/3 and paragraph 3 of decision 2020/2, the Executive Director will provide a briefing on the implementation of the normative and operational activities of UN-Habitat, which will include a briefing on activities at the country level, and on the programmatic activities of UN-Habitat, with a focus on the Global Land Tool Network, the Global Water Operators' Partnerships Alliance and the Mozambique country programme. The briefing will also cover flagship programmes

22. In addition, the Executive Director will brief the Executive Board on the outcomes of the tenth session of the World Urban Forum held in Abu Dhabi from 8 to 13 February 2020.

Action: Briefing by the Executive Director on normative and operational activities. The Executive Board may wish to take note of the briefing by the Executive Director and of the relevant documentation and formulate further recommendations for follow-up action.

Documentation

Report of the Executive Director entitled "Normative and operational activities of UN-Habitat: focus on the Global Land Tool Network, the Global Water Operators' Partnerships Alliance and the Mozambique country programme" (HSP/EB.2020/14)

Report of the Executive Director entitled "Normative and operational activities of UN-Habitat: the flagship programmes" (HSP/EB.2020/26)

Report of the Executive Director on the tenth session of the World Urban Forum (HSP/EB.2020/27)

Report of the Executive Director on the tenth session of the World Urban Forum (HSP/EB.2020/INF/7)

Item 10

Action by UN-Habitat to strengthen protection against sexual exploitation and abuse and sexual harassment in the workplace

23. Under this item, pursuant to paragraph 4 (e) of decision 2019/4, the secretariat will introduce the annual report on UN-Habitat action to strengthen protection against sexual exploitation and abuse and sexual harassment in the workplace, which includes action on other types of exploitation or abuse, as part of the UN systemwide efforts on this matter.

Action: The Executive Board may wish to take note of the report on UN-Habitat action to strengthen protection against sexual exploitation and abuse and sexual harassment in the workplace and formulate further recommendations for follow-up action.

Documentation

Report on UN-Habitat action to strengthen protection against sexual exploitation and abuse and against workplace sexual harassment, as requested by the General Assembly (HSP/EB.2020/15)

Item 11

Implementation by UN-Habitat of the reform of the development system and management of the United Nations and alignment of the planning cycles of UN-Habitat with the quadrennial comprehensive policy review process

24. Under this item, the secretariat will provide an update on the implementation by UN-Habitat of the development system and management reform of the United Nations. The Executive Director will also provide a briefing on the alignment of the planning cycles of UN-Habitat with the quadrennial comprehensive policy review process, as is referred to in paragraph 15 of decision 2019/1.

Action: The Executive Board may wish to take note of the report on implementation by UN-Habitat of the reform of the development system and management of the United Nations, and formulate further recommendations for follow-up action.

Action: The Executive Board may wish to take note of the report on the alignment of the planning cycles of UN-Habitat with the quadrennial comprehensive policy review process, and formulate further recommendations for follow-up action.

Documentation

Report of the Executive Director on the implementation by UN-Habitat of the reform of the development system and management of the United Nations (HSP/EB.2020/16)

Report of the Executive Director on the alignment of the quadrennial comprehensive policy review process with UN-Habitat planning cycles (HSP/EB.2020/16/Add.1)

Item 12

Annual report of the Office of Internal Oversight Services to the Executive Board

25. Under this item and in line with paragraph 6 (c) of decision 2019/4, the Executive Board will be invited to consider the annual 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 annual report of the Office of Internal Oversight Services and formulate further recommendations for follow-up action.

Documentation

Report of the Office of Internal Oversight Services: Activities of the Office of Internal Oversight Services for the period from 1 July 2018 to 30 June 2019 (A/74/305, part I)

Item 13

Annual report of the Ethics Office to the Executive Board

26. Under this item and in line with paragraph 6 (d) of decision 2019/4, the Executive Board will be invited to consider the annual report of the Ethics Office.

Action: Briefing by the Executive Director and discussion. The Executive Board may wish to take note of the annual report of the Ethics Office to the Executive Board and formulate further recommendations for follow-up action.

Documentation

Annual report of the Ethics Office to the Executive Board (A/75/82)

Item 14

Provisional agenda for the next session of the Executive Board

27. Under this item, the Executive Board will adopt the provisional agenda for and decide on the dates of its next session. The provisional agenda is to be agreed upon by the Bureau for consideration by the Executive Board.

28. The Executive Board may wish to adopt the outcomes of its second session of 2020, including a possible workplan for the Executive Board for 2021.

Action: Consideration and possible adoption of the provisional agenda for the next session of the Executive Board.

Action: Adoption of draft decisions and outcomes of the session.

Documentation

In-session draft decisions to be recommended by the Bureau and Member States, including on the provisional agenda for the next session of the Executive Board

Item 15

Other matters

29. Under this item, the Executive Board will consider any matters that, although not falling under any particular agenda item, are thought to warrant its attention.

Item 16

Closure of the session

30. It is expected that the Executive Board will conclude the work of its second session of 2020 by 6 p.m. on Thursday, 29 October 2020.

Annex I**Membership of the Executive Board of the United Nations Human Settlements Programme as from 31 May 2019 (36 members)**

African States Angola (2019) Cameroon (2019) Democratic Republic of the Congo (2019) Egypt (2019) Ethiopia (2019) Kenya (2019) Malawi (2019) Morocco (2019) Nigeria (2019) Senegal (2019)	Western European and other States Canada (2019) France (2019) Germany (2019) Portugal (2019) Spain (2019) Sweden (2019) Turkey (2019) United States of America (2019)
Latin American and Caribbean States Argentina (2019) Brazil (2019) Chile (2019) Costa Rica (2019) Mexico (2019) Uruguay (2019)	Asia-Pacific States China (2019) India (2019) Indonesia (2019) Iran (Islamic Republic of) (2019) Japan (2019) Pakistan (2019) Republic of Korea (2019) Sri Lanka (2019)
Eastern European States Poland (2019) Romania (2019) Russian Federation (2019) Serbia (2019)	

Annex II

Geographical distribution

Geographical distribution of officers elected at the first session of the Executive Board, in 2019, for the period 2019–2020

<i>Year</i>	<i>Session of the Executive Board</i>	<i>Chair</i>	<i>Vice Chairs</i>	<i>Rapporteur</i>
2019	First	Western European and other States (United States of America)	Latin American and Caribbean States (Argentina) Asia-Pacific States (China) Eastern European States (Russian Federation)	African States (Malawi)

Geographical distribution of officers elected at the first session of 2020 of the Executive Board for the period 2020–2021

<i>Year</i>	<i>Session of the Executive Board</i>	<i>Chair</i>	<i>Vice-Chairs</i>	<i>Rapporteur</i>
2020	First	Asia-Pacific States (Iran (Islamic Republic of))	African States (Egypt) Latin American and Caribbean States (Chile) Western European and other States (France)	Eastern European States (Serbia)

Annex III

Proposed organization of work and timetable for the second session of 2020 of the Executive Board, 27–29 October 2020

<i>Day/date</i>	<i>Time</i>	<i>Agenda item</i>	<i>Subject</i>
Tuesday, 27 October 2020	a.m.	1	Opening of the session (a) Organizational matters (b) Adoption of the agenda and the workplan for the second session of 2020 (c) Adoption of the report of the Executive Board on the work of its first session of 2020
		2	Reports of the ad hoc working groups
		3	Financial, budgetary and administrative matters
		4	Action by UN-Habitat to address geographical and gender imbalances in the composition of its staff
	p.m.	5	Discussion and possible approval of the draft annual work programme of the United Nations Human Settlements Programme and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2021
Wednesday, 28 October 2020	a.m.	6	Implementation of UN-Habitat strategic plans (a) Annual report for 2019 on the strategic plan for the period 2014–2019 (b) Update on the final report on the strategic plan for the period 2014–2019 and the ongoing evaluation of the strategic plan for the period 2014–2019 (c) Implementation of the strategic plan for the period 2020–2023: (i) Accountability framework; (ii) Financial plan; (iii) Results-based management policy; (iv) Results framework; (v) Partnership strategy, including UN-Habitat engagement with the private sector and with non-governmental partners; (vi) Impact communication strategy; (vii) Resource mobilization strategy and review of the investment funds
	p.m.	7	Status of implementation of the resolutions and decisions adopted by the UN-Habitat Assembly at its first session
		8	Development of the capacity-building strategy
		9	Normative and operational activities of UN-Habitat, including reporting on the programmatic activities of UN-Habitat in 2020 and the implementation of the subprogrammes, flagship programmes and technical cooperation activities

<i>Day/date</i>	<i>Time</i>	<i>Agenda item</i>	<i>Subject</i>
Thursday, 29 October 2020	a.m	10	Action by UN-Habitat to strengthen protection against sexual exploitation and abuse and sexual harassment in the workplace
		11	Implementation by UN-Habitat of the reform of the development system and management of the United Nations and alignment of the planning cycles of UN-Habitat with the quadrennial comprehensive policy review process
		12	Annual report of the Office of Internal Oversight Services to the Executive Board
		13	Annual report of the Ethics Office to the Executive Board
	p.m	14	Provisional agenda for the next session of the Executive Board Adoption of the outcomes of the session
		15	Other matters
		16	Closure of the session