



Executive Board of the United Nations
Human Settlements Programme
Third session of 2023
28-30 November 2023
Item 2 (a) of the provisional agenda
Organizational matters

Update on the work of the 2023 Bureau of the Executive Board towards preparations of the session

1. The second session of the Executive Board for the year 2023 was held on 8 June 2023 on the margins of the second session of the United Nations Habitat Assembly. At that session, the Executive Board decided to entrust the Bureau with determining the appropriate dates and duration within the fourth quarter of 2023 for the third session of 2023 of the Executive Board.

2. Subsequently, the Bureau of the Executive Board met three times, on 1 September 2023, 13 October 2023 and 27 November 2023, to review the preparations for the third session of the year 2023. During these meetings, the Bureau made the following recommendations.

- a. The Bureau recommended that the third session of the Executive Board for the year 2023 be held for a duration of three days from 28 to 30 November 2023 fully in-person at the UN-Habitat Headquarters in Nairobi, Kenya, in light of the lifting of the COVID restrictions at the United Nations Office at Nairobi (UNON) Complex, Gigiri.
- b. The provisional Agenda for the third session of the Executive Board for the year 2023 as recommended by the Bureau can be accessed [here](#).
- c. The proposed organization of work for the third session of the Executive Board for the year 2023 as recommended by the Bureau can be accessed [here](#).
- d. The Bureau approved the roadmap for meetings until December 2023.
- e. With regard to rationalizing of pre-session documents towards the third session of the Executive Board for the year 2023 the Bureau recommended that :
 - i. no limits be placed on the translation of key pre-session documents and emphasized the importance of translating all pre-session documents into the six official languages of the UN.
 - ii. the Chair of the Executive Board would write to the Director General of UNON and to the Under-Secretary-General (USG) of Department for General Assembly and Conference Management (DGACM) regarding the need for adequate support to the

Governing Bodies of UN-Habitat in terms of regular budget resources and staff capacity at the UNON Division of Conference Services to support the work of the Governing Bodies.

- iii. one document would not be availed within the period established by rule 6.8 of the rules of procedure of the Executive Board due to time constraints. The document pertains to Agenda item 9 of the upcoming session of the Executive Board which is on “Draft terms of reference of the urban action funding window to support the implementation of United Nations Habitat Assembly resolutions in a balanced manner”. The Bureau recommended that the draft document be discussed by the ad hoc working on programmatic, budgetary, and administrative matters on 1 November 2023 and to avail it in English only as a conference room paper in accordance with rule 6.9 of the rules of procedure.
 - iv. the report of the 2023 second session of the Executive Board be re-issued to include the fact that the term of the current Bureau was extended until 2025.
- f. With respect to the leadership of the ad hoc working groups of the Executive Board, the Bureau recommended that that a Note Verbale be circulated calling for expression of interest for the leadership of the ad hoc working group on programmatic, budgetary and administrative matters and ad hoc working group on the development of a Stakeholder Engagement Policy.
- g. With respect to the rotation of the offices of the Chair and Rapporteur,
- i. the Bureau noted that that rotation should proceed as required by the rules of procedure of the Executive Board and accordingly, Bureau Members agreed to inform their respective Regional Groups on the expected composition of the next Bureau of the Executive Board.
 - ii. The Bureau further agreed that the provisional Agenda may be amended from the floor on the first day of the session in order to allow for the rotation of the Chair and Rapporteur of the Executive Board and to elect the Chairs and co-Chairs of the ad hoc working groups of the Executive Board
 - iii. That upon nomination of the new Chair of the Executive Board by the regional group of African States group and subsequent endorsement by the Executive Board, the current Chair would hand over to the successor.
- h. The Bureau welcomed the proposed joint meeting of Bureaux of the Governing Bodies to be held in Mexico and advised that an appropriate date be identified to allow Bureau members participate.
- i. With respect to the draft decisions to be possibly adopted during the third session of the Executive Board in 2023:
- i. The Bureau accepted the technical inputs provided towards the draft outcomes for the upcoming session.
 - ii. The Bureau requested the ad hoc working on programmatic, budgetary, and administrative matters lead the discussions on the draft decisions.
- j. The Bureau also discussed and considered the substantive and procedural issues that could arise during the session.
3. The detailed summaries of discussions emanating from the meetings of the Bureau of the Executive Board can be accessed on the following link <https://unhabitat.org/governance/executive-board> under “Bureau” > “Bureau meetings of the Executive Board”.
