

Summary of discussions and recommendations emanating for the first Bureau Meeting Committee of Permanent Representatives of UN-Habitat

OED Boardroom – Tuesday 1 October 2019 - 09:00 am – 10:30 am

The following Bureau members attended the meeting: Eritrea (Chair); Bangladesh, Serbia, Costa Rica (Vice-chairpersons); Sweden representing WEOG (Office of Rapporteur is vacant)

Agenda item	Discussion	Recommendation from the Bureau
1.	Adoption of the Agenda	
	a) Adoption of the provisional Agenda.	Adopted
2.	Organisation of work and workplan for the Committee of Permanent Representatives and its Bureau meetings:	
a) Frequency and proposed dates of meetings,	<p>a) The CPR is guided by rules of procedure of the UN-Habitat Assembly and that rule 23.2 of the rules of procedure of the UN-Habitat Assembly requires the CPR:</p> <ul style="list-style-type: none"> a) To convene in an open-ended manner twice every four years, once prior to the UN-Habitat Assembly, in preparation for that session. b) and a second meeting in time for a high-level mid-term review. 	Noted
	<p>b) The CPR should hold :</p> <ul style="list-style-type: none"> a) A high- level midterm review meeting in 2021, in line with rule 23.2 of the rules of procedure b) A UN-Habitat Assembly preparatory meeting in 2023, in line with rule 23.2 of the rules of procedure c) At least one subcommittee meeting every year 	Agreed
	<p>c) Between 1 October 2019 and 2023 when the next UN-Habitat Assembly shall be held, there should be:</p> <ul style="list-style-type: none"> a) CPR subcommittee meeting once a year which will be back to back with the annual meeting of the Executive Board, b) Joint Bureaux meetings with the UN-Habitat Assembly and the Executive Board Bureaux at the world urban forum session in 2020 and 2022 	Agreed
	d) The Bureau will need to meet as necessary, when it is needed and when it is needed to provide feedback and guidance to the Secretariat.	Agreed
	e) Engagement with other Bureaux of the Executive Board and the UN-Habitat Assembly is key to enable more coordination and preparations towards achieving the New Urban Agenda.	Agreed
	f) CPR Bureau meetings should be held prior to each meeting of the CPR.	Agreed

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Agenda item 2 (a) continued	g) The high-level midterm review should be held in June 2021 and the preparatory meeting towards the UN-Habitat Assembly in June 2023.	Agreed
	h) Informal briefing by the Executive Director to the CPR could be held as preparatory meeting towards the meetings of the CPR and to be held back to back	Agreed
	i) The Executive Director will send the notification of the CPR meeting to members of the CPR and the proposed Agenda as recommended by the Bureau should be attached to the notification. With respect to the meeting to be held in 2021, because the CPR will not have met by then, the Executive Director will send a convocation letter on behalf of the CPR Bureau, mentioning that the Bureau made a recommendation and proposal for the CPR to meet on such dates. The proposal on informal briefings and consultations could be included also in that notification of the meeting.	Agreed
(b) Frequency of Bureaux meetings, (c) Frequency of Joint Bureaux meetings with the Bureaux of the UN-Habitat Assembly and the Executive Board	a) The tentative schedule of the Bureau of the CPR should comprise of at least two bureau meetings every year, held in January and September every year and in addition, prior to the high-level midterm review and UN-Habitat Assembly preparatory meetings of the CPR.	The Bureau agreed and noted the tentativeness of the schedule.
	b) The tentative schedule of CPR Bureau meetings could include the following: <ul style="list-style-type: none"> a) Bureau meeting in January 2020 b) Joint Bureaux meeting during the WUF in February 2020 c) Bureau meeting prior to the High-Level mid-term review d) Joint Bureaux meeting in 2022 during the WUF e) Schedule for Bureau meetings in 2023 could be then adjusted later 	Agreed
	c) Joint Bureaux meetings with the UN-Habitat Assembly and Executive Board Bureaux should be held once every two years during WUF and UN-Habitat Assembly.	Agreed
(d) Dates of receipt of documentation	The CPR should receive documentation for each of its meetings as follows: <ul style="list-style-type: none"> a) 6 weeks prior to the High- Level midterm review b) 6 weeks prior to the Open –Ended preparatory meeting towards the UN-Habitat Assembly c) two weeks for subcommittee meetings as may be agreed upon d) one week for Bureau meetings 	Agreed
(e) Form of expression of Committee of Permanent Representatives’ formal outcome, i.e resolution, decision	a) The CPR shall pronounce itself mainly through recommendations as follows: <ul style="list-style-type: none"> a) recommendations to the Executive Director b) recommendations to Member States c) recommendations to the UN-Habitat Assembly 	Agreed
	b) Dates and agendas items for the high-level midterm review meetings, open-ended preparatory meetings towards the UN-Habitat Assembly and Bureau meetings should be approved through a decision(s).	Agreed

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Agenda item 2 (e) continued	c)The CPR will not adopt any actions to infringe upon the mandate of the Executive Board. The CPR will adopt decision only when it meets and on the agenda items for each of its meetings, including the Bureau meetings.	Agreed
(f) Participation of partners and stakeholders to the meetings of the Committee of Permanent Representatives	Partners and stakeholders should be invited to participate in midterm review meetings and the preparatory meetings for the UN-Habitat Assembly, noting that a UN-Habitat draft stakeholder engagement policy will be further discussed and that this will also provide some guidance in the future.	Agreed
(g) Proposal on the establishment and frequency of joint informal briefings by the Committee of Permanent Representatives and the Executive Board	Once every year prior to the proposed subcommittee meeting of the CPR and prior to the expected annual meeting of the Executive Board, a joint briefing of the CPR and the Executive Board should take place at least once a year should be envisaged. This briefing could be aligned with the annual meeting of the Executive Board and with the once year subcommittee meeting of the CPR.	Agreed
(h) Proposal on the establishment of a subcommittee to prepare the high-level mid-term review and the next session of the UN-Habitat Assembly	a)The establishment of subcommittee and meetings of the subcommittee will be of utmost importance as subcommittees are needed to review mechanism of the CPR itself. The subcommittee could for instance meet once a year to prepare for the high-level midterm review and to prepare for the meeting towards the UN-Habitat Assembly.	Agreed
	b)The establishment of the subcommittee would be a recommendation from the Bureau to the CPR as the Bureau itself cannot establish such subcommittee. The CPR can establish a subcommittee during its High-Level midterm review in April 2021. Such subcommittee could then work between 2021 and 2023 to prepare for the second UN-Habitat Assembly.	Agreed
(i) Proposal on the organization and frequency of visits to UN-Habitat's field projects	a) The organisation of field visits to visit UN-habitat's project is at the discretion and suggestion of the Executive Director..	Agreed
	b) Some members of the Bureau highlighted that UN-Habitat and UNEP should implement more impactful work in Kibera and Mathare, noting for instance the clean-up campaign performed by UN-Habitat was never followed up. As global headquarters of UNEP and UN Habitat, the Bureau emphasized on the need for a follow up on this project and initiatives.	Agreed
3. Regular agenda items for consideration by the Committee of Permanent Representatives		
a) Regular agenda items for consideration during the high level mid-term review meeting Agenda item 3 (a) continued	a) The following regular agenda items should be considered by the CPR during the high level mid-term review meeting: a) mid-term review of the implementation of UN-Habitat strategic plan,	

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	<ul style="list-style-type: none"> b) mid-term review of the quadrennial report of the Secretary-General on progress on the implementation of the New Urban Agenda, c) mid-term review on the implementation of the ministerial declaration as adopted during the first session of the UN-Habitat Assembly, d) Briefing by the Executive Director on the implementation of the outcomes of the first session of the UN-Habitat Assembly and on preparations of the upcoming session of the UN-Habitat Assembly. 	Agreed
(b) Regular agenda items for consideration during the meeting prior to the UN-Habitat Assembly	<p>a) The following regular agenda items Regular agenda items should be considered by the CPR during the meeting prior to the UN-Habitat Assembly:</p> <ul style="list-style-type: none"> a) Review of the implementation of UN-Habitat strategic plan, b) review of the quadrennial report of the secretary-general on progress on the implementation of the New Urban Agenda, c) review of the implementation of the ministerial declaration adopted during the first session of the UN-Habitat Assembly, d) review of the status of preparations for the upcoming session of the UN-Habitat Assembly, e) review of draft resolutions, declarations, recommendations and decisions to be discussed during the upcoming session of the UN-Habitat assembly, f) briefing by the Executive Director on preparations of the upcoming session of the UN-Habitat assembly 	Agreed
	<p>(b) The Bureau noted the following :</p> <ul style="list-style-type: none"> i. Strategic Plan: implementation of the strategic plan is part of the annual Work Programme and Budget and the next one will begin in 2021. ii. New Urban Agenda: The Secretary General is preparing a quadrennial report, the next one is in 2022. By the time of first CPR midterm review, the CPR should be in process to analyse inputs from Member States which will be included in the SG report. SG report would be then issued at the beginning of 2022 iii. Ministerial Declaration: Executive Director is requested to follow up on the progress of the Ministerial Declaration. Follow up and tracking the progress on the Ministerial Declaration will be incorporated in the report on the implementation of the Strategic Plan and in the report on implementation of the New Urban Agenda. 	Noted

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4. Any other matters		
(a) Funding of governing bodies	<p>The Secretariat raised the following:</p> <ul style="list-style-type: none"> i. Recalled that a discussion is needed on the funding as budget was elaborated for the previous CPR format but now there is a new governance structure in place. The Secretariat sought guidance from members of the Bureau on how to improve the finance of the Governing Bodies. ii. Conference Services informed that if subcommittee meetings do not require interpretation and documentation and are held during working hours of UNON, there will be no additional cost. 	The Bureau took note of the briefing by the Secretariat.
(b) Vacancy of the office of Rapporteur	<p>The office of rapporteur is still vacant . The Chair of WEOG mentioned that WEOG group was hoping to find a member to fill the vacancy and indicated that a briefing from the Secretariat on the expected workload for the office of Rapporteur would be appreciated as it will help to find a member to fill the vacancy. The Bureau recalled that anyhow the Bureau members need to be fully committed and that the CPR will be meet only every two years, which will not be a heavy workload.</p>	Noted