

Summary of the informal consultation of the Committee of Permanent Representatives to UN-Habitat towards the second session of the United Nations Habitat Assembly

Wednesday, 8 February 2023 – 10:00 – 12:00 East Africa Time – Conference Room 4

Chair: H.E. Ms. Saqlain Syedah

Permanent Representative of the Islamic Republic of Pakistan to UN-Habitat

The meeting was called to order at 10:00 am EAT. The informal consultation adopted the provisional agenda for its first meeting without any change as follows:

1. General information on the second session of the United Nations Habitat Assembly.
2. Expectations on high-level participation.
3. Briefing on substantive reports and resolutions.
4. Briefing on communications, resource mobilization, side-events and exhibitions.
5. Any other matters.

Agenda item 1 – General information on the second session of the United Nations Habitat Assembly

- i. The Chair emphasized on the importance of the informal consultations by the Committee of Permanent Representatives (CPR) to embark with the Secretariat under the guidance of Member States in earnest preparation for the second Open Ended Meeting of the CPR (OECPR) in preparation for the second session of the United Nations Habitat Assembly.
- ii. The Chair noted that the informal consultations will also ensure that Member States will actively be consulted to ensure transparent, inclusive, effective, and timely planning of the OECPR and of the UN-Habitat Assembly in the absence of a CPR subcommittee. It also allows for advance work on the agenda before the CPR, albeit informally. Any agreement emanating from the informal consultations will have to go the OECPR for formal endorsement or further discussions.
- iii. The Chair highlighted that the purpose of the meeting was to hear from the Secretariat on the status of preparations, and for Member States to provide suggestions on how to catalyze meaningful dialogue between Member States and key stakeholders in these preparations.

Upon invitation by the Chair, the Secretariat presented general information on the second session of the United Nations Habitat Assembly.

- iv. The detailed presentation by the Secretariat can be accessed [here](#).
- v. In addition, the Secretariat further updated that the Executive Director established an internal Task Force in preparations for the OECPR towards the UN-Habitat Assembly which functions include the following:
 - a) Identifying expected outcomes and proposing innovative approaches to obtain them.

- b) In-house and external resource mobilization for the organization of the Assembly.
 - c) Recommending high-level political representation at the Assembly.
 - d) Advising on the format of the components of the Assembly, such as the plenary, including dialogue on the theme, the sessional committee, and the opening and closing ceremonies.
 - e) Identifying which substantive documents are required.
 - f) Advising on external and internal communications.
- vi. The Secretariat also noted that three sub-groups reporting to the Task Force were established as follows:
1. Subgroup 1 - High-level participation and protocol
 2. Subgroup 2 - Substantive coordination, including support on dialogue and provision of technical language for draft resolutions
 3. Subgroup 3–Communications, resource mobilization and budget, side-events, exhibitions, and logistics of participation, including registration

Agenda item 2 - Expectations on high-level participation

Upon invitation by the Chair, the Secretariat provided a briefing on expectations on high-level participation at the United Nations Habitat Assembly:

- vii. The detailed statement by the Secretariat on the expectations with respect to high-level participation can be accessed [here](#).

Agenda item 3 - Briefing on substantive reports and resolutions

Upon invitation by the Chair, the Secretariat provided a briefing on substantive reports and resolutions. The briefing highlighted the following:

- viii. The Secretariat referred Member States to the guidance note on resolutions transmitted on 6 December 2022 which can be accessed [here](#).
- ix. The Secretariat noted that it would be available upon request to (i) undertake substantive review of proposed draft resolutions, (ii) conduct background research, (iii) provide substantive advice and (iv) provide technical inputs for the draft resolution and/or draft concept note.
- x. The Secretariat further noted that it would also provide, upon request, inputs on Programme Budget Implications (PBIs) of proposed draft resolutions. The Secretariat encouraged Member States that resolutions be submitted early to allow sufficient time for negotiations and consensus-building.
- xi. Based on formal and informal communications received so far from Member States, the Secretariat provided the following list of emerging possible resolutions, with the understanding that this list is evolving:
- Smart Cities
 - BioDiverCities
 - Urban planning and Sustainable Urban Infrastructure
 - UN-Habitat Early Warning, Rapid Response and Post Conflict and disaster Reconstruction Framework

- Resolution's financing and monitoring mechanism
- Global action plan for slum prevention
- SDG localization
- SDG Cities Certification; Housing; Urban crisis; Financing sustainable urbanization.

xii. The Secretariat recalled the theme of the second session of the UN-Habitat Assembly which is “A sustainable urban future through inclusive and effective multilateralism: achieving the Sustainable Development Goals in times of global crises”. It further noted that the theme will structure the dialogues to be held during the UN-Habitat Assembly. The Secretariat indicated that it would update Member States at the next meeting of the informal consultation on the proposed structure of the dialogues. It noted that the Report of the Executive Director on the special theme of the second session of the UN- Habitat Assembly theme was under finalization.

Agenda item 4 - Briefing on communications, resource mobilization, side-events, and exhibitions.

Upon invitation by the Chair, the Secretariat provided a briefing on communications, resource mobilization, side-events, and exhibitions. The briefing highlighted the following:

- xiii. The Secretariat on behalf of the Executive Director conveyed its gratitude to the Government of Kenya, as Host Country for its support in the preparations for a successful UN-Habitat Assembly.
- xiv. Member States were informed that the Host Country established a National Habitat Committee on the preparations for the second session of the UN-Habitat Assembly.
- xv. A draft budget for the second session of the UN-Habitat Assembly has been prepared and which has been shared with the Government of Kenya. One of the key features of the budget is the travel and participation of delegates from the Least Developed Countries (LDCs) to the UN-Habitat Assembly. The Secretariat conveyed its gratitude to the Government of China, Germany, and Kenya for their support in this respect during the first session of the UN-Habitat Assembly. The Secretariat updated that the UN-Habitat Assembly trust fund for participation of LDCs was already in existence and, encouraged new contributions to this trust fund in order to ensure participation of LDCs.
- xvi. The Secretariat has prepared guidelines for the branding and advertising of the second session of the UN-Habitat Assembly. It updated that the Government of Kenya is exploring the provision of banners at the airport and street billboards to ensure the visibility of the UN-Habitat Assembly.
- xvii. Side events, exhibitions and all non-legislative activities would be aligned with the theme of the session.
- xviii. The Secretariat has also prepared guidelines for strategic communication and content development including social media which will be shared with Member States.

- xix. With respect to corporate exhibitions, the focus will be on key data and illustrative and impactful stories on the work of UN-Habitat.
- xx. Resource mobilization efforts for the second session of the UN-Habitat Assembly will be aligned with (i) the topics of emerging resolutions to be considered by the second session of the UN-Habitat Assembly and with (ii) the 2020-2023 Strategic Plan, which is expected to be extended by the UN-Habitat Assembly for 2 more years.
- xxi. The Secretariat highlighted that subgroup 3 of the Task Force on resource mobilization would be working closely with subgroup 2 of the Task Force on high-level participation to ensure strong and consistent engagement with Member States. The Secretariat expressed its gratitude to the Government of Kenya for offering to host a dinner reception during the upcoming session of the UN-Habitat Assembly and to the Government of Egypt for hosting a reception related to the twelfth session of the World Urban Forum (WUF 12). In addition, UN-Habitat and the Government of Egypt will prepare an exhibition on WUF 12.
- xxii. The Secretariat indicated it was working closely with stakeholders towards the global stakeholders meeting which will be held a few days before the second session of the UN-Habitat Assembly.

After the presentations by the Secretariat, the discussions highlighted the following:

- xxiii. Several Member States offered their deep condolences to the Republic of Turkiye and to the Syrian Arab Republic following the earthquake on Monday, 6 February 2023.
- xxiv. The Secretariat was requested to re-circulate the guidance note on resolutions which was transmitted on 6 December 2022 and can be accessed [here](#).
- xxv. Several Member States enquired on the status of invitation letters to Line Ministries for the second session of the UN-Habitat Assembly.
- xxvi. One Member State enquired when invitation letters and notification for the OECPR would be sent by the Secretariat.
- xxvii. Several Member States suggested that the Bureau should issue guidance for submission of resolutions, including a clear timeline for such submission, to be subsequently distributed to all Member States.
- xxviii. Several Member States suggested that the Secretariat should provide upon request technical inputs towards draft resolutions.
- xxix. One Member States emphasized that draft resolutions should be in line with the mandate of UN-Habitat.
- xxx. Another Member State suggested that Member States should agree to consider only resolutions submitted within the timeline provided by the Bureau. The full statement of the Member State can be accessed [here](#)
- xxxi. Several Member States suggested that each draft resolution should be

accompanied by a Programme Budget Implication, in case draft resolutions cannot be implemented within the existing activities of the Programme.

- xxxii. One Member State requested clarification on the process and legal framework of discussions on draft resolutions during the OECPR and during the second session of the UN-Habitat Assembly in line with the rules of procedure of the UN-Habitat Assembly. The Member State expressed concerns with respect to the short time frame available prior to the OECPR for line-by-line discussions on draft resolutions.
- xxxiii. One Member State enquired whether the discussions on the draft Ministerial Declaration to be adopted by the second session of the UN-Habitat Assembly would take place under the leadership of the Bureau.
- xxxiv. Several Member States suggested that parallel discussions should be avoided to allow all delegations to be fully engaged in the discussions on draft resolutions.
- xxxv. One Member State suggested that the informal consultations of the CPR in preparations for the OECPR and for the second session of the UN-Habitat Assembly should be scheduled to be held morning and afternoon (full day) to allow ample time for discussions and preparations.
- xxxvi. One Member State requested the Secretariat to circulate the Concept Note on the theme of the second session of the UN-Habitat Assembly.
- xxxvii. Another Member State highlighted that the second session of the UN-Habitat Assembly should present an opportunity to showcase the work of UN-Habitat in selected thematic areas and projects.
- xxxviii. One Member State requested the Secretariat to provide a draft structure of the programme in the form of a preliminary skeletal framework for consideration by the informal consultation at its next meeting, including the expected structure of the Dialogue to attract high-level participation.
- xxxix. Another Member State suggested that the programme of the second session of the UN-Habitat Assembly should not be too packed to allow full engagement of delegates in the session.
 - xl. One Member State requested the Secretariat and the Government of Kenya to share well in advance with Member States, protocol arrangements that would be provided for high-level dignitaries so that Member States can organize in due time.
 - xli. Another Member State enquired on the deadline for submission of side-events and exhibitions.
 - xlii. One Member State highlighted the need for the UN-Habitat Assembly website to be user friendly and regularly updated with useful resources, including key dates in preparations for the OECPR and the second session of the UN-Habitat Assembly.
 - xliii. Two Member States announced that they will be submitting a draft resolution on Biodiversities. Their full statement can be accessed [here](#).

In light of the views expressed by Member States, the Secretariat responded as follows:

- xliv. The Secretariat welcomed and took note of the suggestions made by Member States.
- xlv. The Secretariat noted that the Bureau would provide further guidance with respect to the deadline for submitting draft resolutions. In the guidance note on resolutions transmitted on 6 December 2022 and which can be accessed [here](#) the Secretariat had suggested mid-April 2023. The Secretariat updated that the list of emerging draft resolutions is still evolving and thus cannot be formally presented at this stage.
- xlvi. The Secretariat noted that the Bureau of the CPR, when it met in December 2022, recommended that each draft resolution should be accompanied by a Programme Budget Implication, in case draft resolutions cannot be implemented within the existing activities of the Programme.
- xlvii. The Executive Director's report on the special theme of the second session of the UN-Habitat Assembly will be available in an edited and non-translated version by the end of March 2023. It is anticipated that this report will provide inspiration on possible resolutions and provide inputs into the Ministerial Declaration.
- xlviii. The Secretariat welcomed the suggestion that informal consultations by the CPR in preparation for the OECPR and the second session of the UN-Habitat Assembly be scheduled to be held morning and afternoon. The Secretariat also welcomed the suggestion to schedule additional consultations closer to the date of the OECPR as may be necessary.
- xlix. The concept note on the special theme was circulated in December 2022 and remains the official concept note until the Executive Director's report on the Special Theme which will be issued in an advance version at the end of March 2023.
 - 1. During the first session of the UN-Habitat Assembly, the President of the Assembly with the support of the Bureau took the lead on discussions on the Ministerial Declaration. The Secretariat suggested that a similar approach could be followed for the upcoming session noting that the Secretariat will be available to provide technical inputs.
 - li. The Secretariat noted that as per applicable protocol, the invitation letters to Ministries of Foreign Affairs for the second session of the UN-Habitat Assembly were transmitted first and that the invitation letters to the Line Ministries would be circulated the week of 13 February 2023.
 - lii. The President or the Vice President of the UN- Habitat Assembly will chair a dialogue with experts on topics highlighted in the Executive Director's report on the Special Theme where high-level participants, partners and stakeholders are also invited to intervene to enable robust discussions. The outcome of the dialogue usually feeds into the Ministerial Declaration.
 - liii. The Secretariat noted that should agreements on resolutions not be reached within the available time frame during the session, the President of the UN-

Habitat Assembly may request a contact group to negotiate the resolutions in parallel to the plenaries. The Secretariat highlighted, however, that the OECPR to be held the week prior to the UN-Habitat Assembly should be instrumental in advancing on a clean version of the draft resolutions.

- liv. The Secretariat indicated it was preparing videos highlighting the impact of UN-Habitat's work to be displayed during the UN-Habitat Assembly. A corporate exhibition highlighting the impact of UN-Habitat's work is also being prepared. The UN-Habitat Assembly will also present an opportunity to hear testimonies from stakeholders, partners, and recipient organizations.
- lv. The Secretariat confirmed that all pre-session documents supporting the provisional Agenda of the OECPR and of the second session of the UN-Habitat Assembly will be translated to all the six UN official languages.
- lvi. A briefing co-organized by UN-Habitat and the Government of Kenya will take place prior to the second session of the UN-Habitat Assembly to brief Member States on protocol arrangements.
- lvii. The Secretariat confirmed that invitations to Heads of State will come from the Head of State of Kenya. In that respect the Secretariat has suggested a few Heads of States for the Government of Kenya's consideration, taking into account geographical balance. The Secretariat highlighted that the previous session of the UN-Habitat Assembly was attended by four Heads of State.
- lviii. Guidelines for hosting of side events and exhibitions will be shared by end of February 2023.
- lix. The Convocation Note for the OECPR was transmitted to Member States in January 2023 and confirmed that an invitation and the notification by the Executive Director will be sent out. The Secretariat further noted that the determination of the level of participation to the OECPR remained the prerogative of Member States.
- lx. The Secretariat noted that the CPR had not established a sub-committee and thus the Joint-Bureaux of the Governing Bodies of UN-Habitat when it met in October 2022 recommended the establishment of informal consultations by the CPR to prepare for the OECPR and for the second session of the UN-Habitat Assembly.

Agenda item 6 - Any other matters

The Chair noted that the next informal consultation by the CPR was scheduled for 6 March 2023 at 10:00 am EAT.

There were no other matters considered and the Chair adjourned the meeting at 12:10hrs East Africa Time