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Joint Bureaux of the United Nations Environment Assembly  
and the Committee of Permanent Representatives  
20 Dec 2023, 16:00 – 18:00 (GMT+3)  
Online Meeting – Microsoft Teams

### **Chair's Summary**

#### **Agenda item 1: Opening of the meeting and adoption of the agenda.**

1. Her Excellency Ms. Leila Benali, President of the UN Environment Assembly and Minister of Energy Transition and Sustainable Development of Morocco, opened the meeting and welcomed the participants, followed by opening remarks by His Excellency Mr. Firas Khouri, Chair of the Committee of Permanent Representatives, Ambassador of the Hashemite Kingdom of Jordan to Kenya and Permanent Representative to UNEP, and Ms. Inger Andersen, Executive Director of the United Nations Environment Programme (UNEP).
2. The meeting [agenda](#) was adopted.

#### **Agenda item 2: Update on the consultations on the draft ministerial declaration of the sixth session of the United Nations Environment Assembly.**

3. The President of UNEA briefed the members of the two Bureaux on the outcome of the third and fourth informal consultations on the second draft of the ministerial declaration of the sixth session of the United Nations Environment Assembly, followed by an exchange of views with the UNEA and the CPR Bureaux members.
4. The President informed Bureaux members that she is planning to circulate a clean final version of the draft ministerial declaration by the end of December to give more time for delegations to consider the final draft and will invite delegations to consult bilaterally with His Excellency Mr. Abderrazzak Laassel, Permanent Representatives of Morocco to UNEP, in January. The Ambassador will be available to foster consensus and move the process forward. Furthermore, the Presidency will organize additional informal consultations leading up to the Open-ended Committee of Permanent Representatives (OECPR) as needed. As per past practice, the President will convene informal consultations during the OECPR to finalize the text of the draft ministerial declaration to be adopted at UNEA-6.
5. Two Bureau members encouraged the Presidency to keep the commitment to maintaining balance and objectivity in the process, taking careful consideration of all the comments submitted. This will ensure an inclusive and constructive dialogue.

#### **Agenda item 3: Follow up on the 10<sup>th</sup> annual subcommittee meeting of the Committee of Permanent Representatives.**

6. The Chair of the Committee of Permanent Representatives presented the main outcomes of the 10<sup>th</sup> annual subcommittee meeting of the Committee of Permanent Representatives held from 20 to 24 November, related to the preparations for the sixth session of UNEA. The joint Bureaux were invited to consider a [proposal for clustering of the draft resolutions and decisions](#) and the list of co-facilitators to lead informal consultations on the draft resolutions and decisions based on the nominations received from the regional groups.
7. One Bureau member expressed concerns on behalf of some European Union Member States on the substantial workload in some of the clusters, questioning the adequacy of the current roster of 10 co-facilitators and seeking clarity on the secretariat's work structure and format of consultations. Furthermore, the Bureau member requested a more detailed schedule for Q&A sessions to facilitate organizational planning, especially for smaller delegations, and an update on the UNEA-6 budget. The Bureau member took this opportunity to announce that her delegation will provide an additional contribution of 50,000 Euros to the UNEA-6 budget and encouraged the Presidency to guide co-facilitators to organize early meetings with major Groups and stakeholders ahead of UNEA-6.

8. One Bureau member highlighted the importance of carefully selecting co-facilitators for each cluster to avoid potential conflicts of interest, drawing from experiences at the recent Habitat Assembly.
9. One Bureau member expressed concerns about the challenges related to different versions of the draft resolutions, especially for smaller delegations.
10. One Bureau member asked for no more than two parallel negotiations or contact groups at any given time.
11. With regards to Q&A sessions, one Bureau member requested whether these would be equivalent to the first reading of draft resolutions and inquired about the opportunity for delegations to send written comments ahead of the OECPR and the possibility for delegations to have access to the comments provided for each draft resolution. The Bureau member also asked whether the proponents will be able to modify the text of their draft resolutions before the OECPR, and if this is the case, a version control system will be needed to avoid any confusion.
12. The Secretariat acknowledged the comments on the clustering document, explaining that it is an evolving document developed based on past practice and reflects preliminary comments provided at the CPR Bureau meeting held on 29 November, and additional comments from Member States provided at the 4 December subcommittee meeting, adding that the document can be further revised based on feedback from Member States and the status of submission of drafts. The Secretariat clarified that the clustering aims to group similar topic draft resolutions in one cluster to facilitate collaboration and consolidation of proposals. The goal is to limit the clusters to five, as indicated by the CPR Chair. The Secretariat informed that feedback from the African States Group, the Eastern European States Group, and the Latin American and Caribbean States Group on co-facilitators is still pending and the Secretariat hopes to assign two co-facilitators per cluster.
13. Regarding the process, the Secretariat outlined plans for the January subcommittee meetings, where main sponsors would be approached in advance to determine their readiness to introduce their drafts and engage in Q&A sessions. The introduction of drafts would be cluster-by-cluster, with each main sponsor introducing their text and the secretarial focal point introducing the technical note, followed by a Q&A session. Written statements, if provided, would be shared with the main sponsor and uploaded on the meeting portal.
14. The Secretariat emphasized the fluid nature of the subcommittee's work, indicating that the process would be adjusted as it moves forward with the introduction and Q&A sessions. The main sponsors would have the opportunity to revise their texts based on the discussions, and the revised versions would be made available on the Resolutions portal. If the main sponsor desires, additional rounds of Q&A will be arranged.
15. The Secretariat added that following discussions with the main sponsor, the text will be handed over to the co-facilitators to begin informal consultations in February, which will be held through the subcommittee meetings and cluster-by-cluster. The Secretariat clarified that the first reading would start once the co-facilitators take over the consultations on draft resolutions.
16. In conclusion, the Secretariat assured the implementation of a structured approach, drawing from lessons learned, to make comments and revised versions systematically available to Member States.
17. The CPR Chair concluded by asking the Bureau members for the regional groups which have not sent their nominations for co-facilitators to reach out to the Chair of their respective regional groups to ensure that they provide as soon as possible and no later than 4 January 2024 the names of the two Nairobi-based delegates to act as co-facilitators. This will enable the CPR Bureau to review the list of co-facilitators at its Bureau meeting scheduled for early January before consultations on draft resolutions and decisions start on 11 January 2024.

**Agenda item 4: Selection of official side events for the sixth session of the United Nations Environment Assembly.**

18. The Secretariat presented a [proposed list of official side events to be organized during the sixth session of the United Nations Environment Assembly](#), followed by a [list of side events and exhibitions related to multilateral environmental agreements to be held during the sixth session of the United Nations Environment Assembly](#) for consideration and endorsement by the members of the UNEA and the CPR Bureaux.
19. One Bureau member thanked the Secretariat for the clear and open process in managing a significant number of proposals and highlighted that the proposed list of side events clearly focuses on the UNEA-6 theme.

20. The President thanked the Secretariat for working with the MEAs to come up with the list of side events and exhibitions.
21. The Bureaux endorsed the proposed list of official side events and the President requested the secretariat to make available the lists of the official side events, the MEAs related side events and exhibitions on the UNEA-6 website and advance preparations as much as possible.

**Agenda item 5: Concept notes for the high-level dialogues of the sixth session of the United Nations Environment Assembly.**

22. The Secretariat presented the [draft concept notes](#) of the two high-level dialogues to be held under the supplementary agenda titled “Cooperation with the Multilateral Agreements” on 28 February 2024; the three leadership dialogues to be held during the high-level segment on 29 February and 1 March 2024; and the multistakeholder dialogue to be held during the high-level segment on 29 February 2024, for consideration and endorsement by the members of the UNEA and the CPR Bureaux.
23. One Bureau member thanked the Secretariat for the informative overview of the upcoming high-level dialogues and looked forward to receiving more details on the speakers and panelists in early January.
24. One Bureau member asked whether the dialogues should be extended to a wider public.
25. The Executive Director explained that the dialogues will be live streamed on UN WebTV for the general public.
26. The Bureaux members endorsed the concept notes on the understanding that they will be further revised, including the addition of guiding questions. The President asked the secretariat to upload the documents on the UNEA-6 website and looked forward to further updates on the preparations, including the confirmation of the moderators, keynote speakers and panelists.

**Agenda item 6: Other matters.**

27. One Bureau member shared an update from the European regional consultation meeting held in Bratislava at the end of November. Participants welcomed the UNEA-6 theme and were mindful that the outcome of UNEA-6 will contribute to the Summit of the Future to be held in 2024.
28. The Secretary provided an update on [associate events, including the Science Policy Business Forum](#).
29. The Executive Director thanked the delegation of Portugal for the additional contribution and reminded that the UNEA-6 budget still has a gap of 700,000 USD.
30. The CPR Chair informed that funding support will be provided to the UNEA Bureau members for their travel to Nairobi for UNEA-6, and that the Secretariat will provide additional information on the subject to the Bureau members.
31. The CPR Chair also requested the Bureaux members to work with the Chairs of the Regional Groups on the nomination for the Bureau of UNEA-7.

**Agenda item 7: Closing of the meeting.**

32. The meeting closed at 18:00 (GMT+3).

## **Annex: List of Participants**

### **The United Nations Environment Assembly Bureau Members:**

1. H. E. Ms. Leila Benali, President of UNEA and Minister of Energy Transition and Sustainable Development of Morocco.
2. H. E. Mr. Silvio Jose Albuquerque e Silva, Vice President, Permanent Representative to UNEP and Ambassador of Brazil to Kenya, represented by Mr. Vitor Puech Bahia Diniz, Head of the Division on Environmental Policy of the Ministry of Foreign Affairs, Brazil.
3. H. E. Ms. Susana Muhamad, Vice President and Minister of Environment of Colombia, represented by Ms. Maria Teresa Becerra, Head of the office of Foreign Affairs of the Ministry of Environment of Colombia.
4. H. E. Ms. Sherry Rehman, Vice President, Minister for Climate Change, represented by H. E. Mr. Ibrar Hussain Khan, High Commissioner and Permanent Representative of Pakistan to UNEP.
5. H. E. Mr. Jose Duarte Piteira Silvestre Cordeiro, Vice President and Minister for the Environment and Climate Action of Portugal, represented by H. E. Ms. Ana Filomena Rocha, Ambassador of Portugal to Kenya and Permanent Representative to UNEP.
6. H. E. Mr. Norbert Kurilla, Vice President of UNEA and Advisor to the President of the Slovak Republic.
7. H. E. Ms. Trudy Harrison, Vice President and Minister for International Environment of the United Kingdom, represented by Mr. Jamie Rendell, Deputy Director for International Multilateral Environment Negotiations, United Kingdom.
8. Mr. Oleksandr Krasnolutskyi, Rapporteur, Deputy Minister of Environmental Protection and Natural Resources of Ukraine, represented by Mr. Illia Karandas, Deputy Permanent Representative of Ukraine to UNEP.

### **The Committee of Permanent Representative Bureau Members:**

1. H. E. Mr. Firas Khouri, Chair of the Committee of Permanent Representatives, Ambassador of the Hashemite Kingdom of Jordan to Kenya and Permanent Representative to UNEP.
2. H. E. Mr. Wael Attiya, Ambassador of Egypt to Kenya and Permanent Representative to UNEP, represented by Ms. Sara Elkhoully, Third Secretary of the Embassy of the Arab Republic of Egypt to Kenya.
3. H. E. Mr. Gunnar Andreas Holm, Vice Chair, Ambassador and Permanent Representative of Norway to UNEP.
4. Mr. Jovan Bernard Reid, Rapporteur, Deputy Head of Mission of the Permanent Mission of Barbados to Kenya and Deputy Permanent Representative to UNEP.

### **The UN Environment Programme Secretariat was represented by:**

1. Ms. Inger Andersen, Executive Director of UNEP.
2. Ms. Elizabeth Mrema, Deputy Executive Director of UNEP.
3. Mr. Nicholas Bertrand, Chief of Staff, UNEP.
4. Ms. Radhika Ochalik, Secretary of Governing Bodies, UNEP.
5. Mr. Gerhard Kreutzer, Legal Officer, UNEP.