
1st Joint Preparatory Retreat of the UN Environment Assembly
and of the Committee of Permanent Representatives
22-23 March 2018
Nairobi, Kenya

Note by the Secretariat on the organization of the Fifth Annual Meeting of the Subcommittee and the Fourth Open-ended Meeting of the Committee of Permanent Representatives

This note is prepared by the Secretariat at the request of Member States, in support of consultations on the implementation of paragraph 2 of decision 2017/2 on the provisional agenda, date and venue of the fourth session of the United Nations Environment Assembly. The decision requests the Committee of Permanent Representatives to deliberate, in consultation with the bureau of the Environment Assembly, and decide, no later than at its 142nd meeting, on the format and date of the next meeting of the open-ended Committee of Permanent Representatives. The note presents two options for consideration by Member States.

1. Background

By its resolution 27/2, the Governing Council decided to “convene an open-ended meeting of the Committee of Permanent Representatives, while ensuring support to developing countries representatives, to enable the participation of capital-based representatives as well as stakeholders for a period of five days in an even year to contribute to preparation of the agenda of its governing body, and to provide advice to its governing body on policy matters.”

The same resolution also decided to establish “a sub-committee of the Committee of Permanent Representatives that will meet annually for a period of 5 days to review, with the support of the secretariat, the Medium Term Strategy and Programme of Work and budget, in a manner coherent with the budgetary cycle of the United Nations, to be endorsed by the Committee of Permanent Representatives and for the governing body’s approval, and to oversee their implementation and accountability by the Secretariat;”

In resolution 2/22, the Assembly decided to hold its regular sessions in odd numbered years, commencing with its Third Session in 2017. It also decided that the same cycle would apply to the open-ended meetings of the Committee of Permanent Representatives to be held in accordance with Governing Council decision 27/2.

Decision 2017/2 on the provisional agenda, date and venue of the fourth session of the Assembly requests the Committee of Permanent Representatives to deliberate, in consultation with the bureau of the Environment Assembly, and decide, no later than at its 142nd meeting, on the format and date of the next meeting of the open-ended Committee of Permanent Representatives.

The same decision also encourages Member States to submit to the Committee of Permanent Representatives draft proposals for consideration by the Environment Assembly desirably five weeks in advance of the fourth meeting of the open-ended Committee of Permanent Representatives, without prejudice to the rules of procedure, in particular rule 44.

2. Options for consideration regarding the timing of the Open-Ended Committee of Permanent Representatives and the Annual Subcommittee of the Committee of Permanent Representatives

The Fourth Session of the United Nations Environment Assembly will be held in Nairobi from 11 – 15 March 2019.

At the third session of the Assembly, the Open-Ended Meeting of the Committee of Permanent Representatives was, for the first time and on an exceptional basis, held immediately before the UN Environment Assembly. The successful conclusion of the third Assembly demonstrates that this arrangement can contribute to an effective and timely delivery of the meeting outcome.

Bearing this in mind, the Secretariat has identified two main options for consideration by Member States on how to best organize the timing and provisional agendas of the fifth Annual Subcommittee and the fourth Open-Ended Meeting of the Committee of Permanent Representatives prior to the UN Environment Assembly. The first option proposes that the Open-Ended Meeting of the Committee of Permanent Representatives be held immediately prior to the Assembly. The second option proposes that the meetings are held separately.

Both options take into account the following:

- The mandates of the open-ended meeting of the Committee of Permanent Representatives and of the annual subcommittee meeting as set out in Governing Council decision 27/2 of 2013 and amended by resolution 2/22 of the Environment Assembly.
- The need to allocate sufficient time to prepare and review a new Programme of Work and Budget (2020-2021) for the organization, for consideration by the fourth session of the Assembly.
- The need to allocate adequate time to review the implementation of the existing Programme of Work (2018-2019) in line with the recent proposal set out by the Secretariat and welcomed by Committee of Permanent Representatives at its 140th meeting.
- Mandatory reporting requirements of the Assembly to the Advisory Committee on Administrative and Budgetary Questions, the Economic and Social Council, and the United Nations General Assembly.
- The need for timely preparations and submissions of documents for consideration by the fourth Environment Assembly, particularly the need for early consideration of draft resolutions.
- Lessons Learned from the organization of the third Open-Ended Meeting of the Committee of Permanent Representatives.

The two options are outlined in the following roadmap.

March 2018	Subcommittee meeting (15 March) <u>Agenda:</u> Theme for the fourth Assembly; Consideration of the date for OECPR-4; Consideration of inputs to HLPF ; Update on the Pollution Action Plan
	1st Joint Assembly/CPR Preparatory Retreat of the Bureaux (22-23 March) <u>Agenda:</u> Stakeholder consultation on follow-up of the third and preparations for the fourth assembly; Decision on theme for the fourth Assembly; Consideration of the outcome and structure of the fourth session; Consideration of inputs to HLPF
April 2018	Subcommittee meeting (10 April) <u>Tentative agenda:</u> Update on UN reform; UN Environment management reform; Date for OECPR; Consideration of inputs to HLPF; Briefing on private Sector Partnerships; Roadmap for developing a new Programme of Work and Budget for 2019-2020
	Subcommittee meeting (24 April) <u>Tentative agenda:</u> Final consideration of inputs to HLPF
May 2018	142nd Committee meeting (10 May) <u>Tentative agenda:</u> Finalization on date for OECPR; Quarterly reporting to the CPR; Follow-up of the 1 st Joint Preparatory Retreat of the Bureaux
	Subcommittee meetings / briefing sessions (As needed)
June 2018	Meeting of the Assembly Bureau (19 June (TBC)) <u>Tentative agenda:</u> Follow up of the Nairobi retreat; Preparation for the Tallinn retreat; Preparation for the President's participation at the HLPF
	Subcommittee meeting <u>Tentative agenda:</u> Consideration of new Programme of Work and budget
September 2018	2nd Joint Preparatory Retreat of the Bureaux (6 – 7 September, Tallinn, Estonia) <u>Tentative agenda:</u> Consideration of the outcome and structure of the fourth session; Consideration of deadline for draft resolutions; Outreach strategy
	143rd Committee meeting (20 September) <u>Tentative agenda:</u> Follow up of the Tallinn retreat; Consideration of deadline for draft resolutions/roadmap for negotiations; Quarterly report to the CPR
	Subcommittee meeting(s) (Date(s) TBD) <u>Tentative agenda:</u> Consideration of new Programme of Work and budget
October – November 2018	Bureau meeting of the UN Environment Assembly (Date TBD) <u>Tentative agenda:</u> Consideration of the outcome and structure of the fourth session; Consideration of deadline for draft resolutions/roadmap for negotiations; Outreach strategy
	Subcommittee meeting(s) (Date(s) TBD) <u>Tentative agenda:</u> Consideration of new PoW and budget

OPTION 1

OPTION 2

December 2018	5th Annual Subcommittee meeting (4-8 December 2018) UNEA Resolutions; Review of the Programme of Work and Budget; Preparation of the next Programme of Work and Budget	October 2019 – November 2019	5th Annual Subcommittee meeting (29 October – 2 November 2018) UNEA Resolutions; Review of the Programme of Work and Budget; Preparation of the next Programme of Work and Budget
January 2019	144th Committee meeting (17 January 2019) Deadline for submission of resolutions (7 weeks prior to the OECPR and 8 weeks prior to the Assembly)	December 2018	144th Committee meeting (4 December 2018) <u>Deadline for submission of resolutions</u> (8 weeks prior to the OECPR and 15 weeks prior to the Assembly)
	Release of reports for the UN Environment Assembly (22-25 January 2019)		Consultations on draft resolutions/decisions (December 2018 – 18 January 2019)
February 2019	Consultations on draft resolutions/decisions (January – February 2019)	January – February 2019	Release of reports for the UN Environment Assembly (22-25 January 2019)
March 2019	4th Open-ended meeting of the Committee of Permanent Representatives (4–8 March 2019)	February – March 2019 March 2019	4th Open-ended meeting of the Committee of Permanent Representatives (28 January – 1 February 2019)
	Fourth session of the UN Environment Assembly (11-15 March 2019)		Continued consultations on draft resolutions/decisions
			Fourth session of the UN Environment Assembly (11-15 March 2019)