

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

**Scenario Note: 1st Joint Preparatory Retreat of the Bureaux of the
UN Environment Assembly and of the Committee of Permanent Representatives**

The Secretariat has the pleasure to submit a scenario note for the 1st Joint Preparatory Retreat of the Bureaux of the UN Environment Assembly taking place in Nairobi 22-23 March, which outlines key issues for consideration and expected results for the meeting.

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SCENARIO NOTE

1. Opening of the meeting and adoption of the agenda.

2. Preparations for the Fourth Session of the UN Environment Assembly.

a) Theme of the Fourth Session of the UN Environment Assembly

The joint bureaux members are expected to deliberate on a proposal for the theme of the Assembly, taking into consideration preparatory discussions in the Committee of Permanent Representatives, consultations with stakeholders and bilateral meetings by the President.

Supporting documentation:

- *Note on Selection criteria and possible themes for the Fourth Session of the UN Environment Assembly*
- *Progress update on the identification of a theme for the fourth session of the UN Environment Assembly*

b) Partnership-building in support of the preparations of the Fourth UN Environment Assembly

The joint bureaux members may consider ways in which the Assembly Bureau and the Committee of Permanent Representatives can engage closely with stakeholders in the preparation process for the Fourth Assembly.

Two particular focus areas include 1) the development of a dedicated Secretariat report to support deliberations on the theme of the Assembly and 2) how to effectively engage with stakeholders during the Assembly and in the meetings of the governing bodies of the UN Environment Programme.

Supporting documentation:

- *Secretariat Note on UN Environment Programme's Engagement with Stakeholders: The Way Forward*

c) Preparations for the development of Ministerial Outcome and draft resolutions

Members of the bureaux are expected to consider the process of preparatory consultations on the outcome of the high-level segment of the Assembly, on the basis of lessons learned from the third session of the Assembly.

In addition, and on the basis of a presentation of the Chair of the Committee, bureaux members will consider a roadmap and possible deadlines for submissions and negotiations on draft resolutions, taking into account initial

discussions of the Sub-Committee of Permanent Representatives on 15 March.

d) Structure of the High-Level Segment and the Committee of the Whole

Members of the bureaux will consider the structure of the High-Level Segment and Committee of the Whole of the fourth Assembly on the basis of a proposal from the Secretariat, for possible adjustment and refinement.

Supporting documentation:

- *Proposed structure of the 2019 Environment Assembly*

3. Outreach and visibility.

a) The High-Level Political Forum on Sustainable Development

Members of the bureaux will consider a Secretariat note on “Contributions of the UN Environment Assembly to the High-level Political Forum on Sustainable Development: Responses to the questions raised by the President of the Economic and Social Council”, taking into account discussions at the 15 March Sub-Committee meeting, with the aim to refine and strengthen to document for submission to the High-Level Political Forum on Sustainable Development to take be held in New York in July 2018. It is expected that the feedback received will be incorporated by the Secretariat and submitted for final consideration by the Committee of Permanent Representatives at its 142nd meeting.

Supporting documentation:

- *Contributions of the UN Environment Assembly to the High-level Political Forum on Sustainable Development: Responses to the questions raised by the President of the Economic and Social Council*

b) Meetings of Conference of Parties

Members of the bureaux will consider possible attendance at meetings of Conference of Parties, to enhance outreach and visibility of the UN Environment Assembly.

c) Other relevant global meetings and Global Pact for the Environment

Members of the bureaux will consider possible attendance at various meetings of Conferences of Parties and other relevant international meetings, to enhance outreach and visibility of the UN Environment Assembly.

Members will also continue consideration of the UN Environment Programme’s role in the initiative to develop a Global Pact for the Environment.

Supporting documentation:

- *Tentative Roadmap for the UN Environment Programme Governing Bodies (dated 14 March 2018)*
- *Progress update on the consideration of a draft resolution regarding the development of a Global Pact for the Environment*

d) Preparatory regional ministerial fora and other regional meetings

Members of the bureaux will consider regional preparations for the UN Environment Assembly, including the possible attendance of Bureaux members at regional ministerial meetings, as well as at other meetings and initiatives.

e) Communication strategy for raising the awareness and visibility of the Assembly

Members of the bureaux will consider a communication strategy to raise awareness and visibility of the UN Environment Assembly in the run-up to the

fourth session.

4. Other matters

5. Endorsement of the draft summary of discussion of the 1st Joint Preparatory Retreat of the Bureaux of the UN Environment Assembly and Committee of Permanent Representatives

Members of the bureaux are expected to adopt a draft summary reflecting the key decisions and considerations made at the Joint Retreat, to be subsequently uploaded on the meeting webpage and shared with member States for information.

6. Next steps – Date and venue for the next meeting of the Joint Preparatory Retreat of the Bureaux of the UN Environment Assembly and Committee of Permanent Representatives.

Members of the bureaux are expected to decide on the next date and venue of the 2nd Joint Preparatory Retreat.

7. Meeting of the UN Environment Assembly Bureau on the decision on the theme of the fourth session of the UN Environment Assembly.

Members of the Bureau of the Assembly may wish to make a dedicated decision on the final choice of a theme of the fourth session of the UN Environment Assembly.

8. Closing of the meeting.