Recommendations and Guidance
by the Bureau of the Committee of Permanent Representatives on the Preparations
for First Session of the UN-Habitat Assembly

14 January 2019

1. The Bureau of the Committee of Permanent Representatives (CPR) held its 2019 first meeting on 14 January 2019, chaired by H.E Mr. Fernando Coimbra, CPR Chair and Permanent Representative of the Federative Republic of Brazil. The Secretariat was led by Ms. Maimunah Mohd Sharif, Executive Director of UN-Habitat.

2. The Bureau sat in an expanded format which included the chairs and/or representatives of the regional and political groups in Nairobi, mainly to discuss the upcoming first session of the UN-Habitat Assembly pursuant to the General Assembly Resolution A/RES/73/239 of 20th December 2018.

3. The Agenda for the Meeting as adopted was as follows:

1. Adoption of the Agenda.
2. Preparations for the first session of the UN-Habitat Assembly pursuant to Resolution A/RES/73/239;
   a. Confirmation that preparations are towards the Assembly not the 27th session of the Governing Council.
   b. Confirmation that Preparations will operate under the Rules of procedure of the Governing Council until the Assembly adopts its rules of Procedure
   c. Review of the Provisional Agenda of the GC27 as decided by the GC26 and subsequently to include supplementary items for the UN-Habitat Assembly
   d. Review of the 5 Days Schedule of the Assembly as proposed by the Secretariat, including
      i. Elections
      ii. ceremonial opening,
      iii. Plenary sessions,
      iv. dialogue between Governments and partners,
      v. establishment of the Executive Board and election of its Members,
      vi. adoption of Decisions and Resolutions

3. Preparations for the first session of the UN-Habitat Executive Board pursuant to Resolution A/RES/73/239;
   a. Dates of the first meeting of the Board
   b. Possible Agenda of the first Meeting of the Executive Board
   c. Elections of the Bureau
d. Decisions and resolutions

4. Establishment of a working Group to Review the Rules of Procedure for the UN-Habitat Assembly and the Executive Board.
5. Review of the tentative Six-Monthly Schedule of the CPR.
6. Any Other Matters.

4. The discussion on the above Agenda items yielded the following Recommendations and Guidance by the Expanded Bureau:

i) **Nature of Preparations for the GC27/UN-Habitat Assembly**: The Bureau recommended that UN-Habitat prepare towards the first session of the UN-Habitat Assembly and not towards the twenty-seventh session of the Governing Council because GA resolution A/RES/73/239 has abolished the Governing Council.

ii) **Guiding Rules in the interim period of the preparations towards the first sessions UN-Habitat Assembly**: The Bureau recommended that preparations towards the first session of the UN-Habitat Assembly be guided by the Rules of Procedure of the Governing Council because the Assembly will only adopt its rules at its first meeting.

iii) **Guiding Rules of Procedure during the First Meeting of The UN-Habitat Assembly**: The Bureau discussed that the Rules of the General Assembly of the United Nations be used as the guiding rules for the first session of the UN-Habitat Assembly until the Assembly adopts its own rules of procedure. The Bureau will request the CPR to consider this recommendation at its next meeting in March 2019.

iv) **Presidency of the First Session of the UN-Habitat Assembly**: The Bureau recommended that the Regional Group of Latin America and Caribbean hold the Presidency of the first session of UN-Habitat Assembly. This is based on the rotational nature of the leadership of the Governing Bodies of UN-Habitat where in GRULAC is slated to be the next President of the Governing Council. The Bureau feels that rotations need to continue unhindered. The Bureau recommended that the regional group of GRULAC begin to caucus on the potential candidate for the presidency.

v) **Rules of Procedure of the UN-Habitat Assembly**: The Bureau suggested that the draft rules of procedure for the UN-Habitat Assembly be prepared based on the rules of procedure of the United Nations General Assembly taking into account the rules of procedure of the Governing Council. The Bureau further recommends that a CPR Subcommittee be mandated to look at the draft rules of procedure of the UN-Habitat Assembly after March 2019.
vi) **Rules of Procedure of the Executive Board:** The Bureau recommended that the draft rules of procedure be prepared by the CPR, through the subcommittee for consideration by the UN-Habitat Assembly. The Bureau further recommends that the UN-Habitat Assembly should adopt the rules of procedure of the Executive Board alongside establishing the Board.

vii) **The Committee of Permanent Representatives under the New Governance Structure:** The Bureau noted that the CPR will continue to operate without much change under the new governance structure, with its Bureau having a two-year term as is currently the case. The current Bureau is to complete its term in December 2019.

viii) **Agenda for the first Session of the UN-Habitat Assembly 27-31 May 2019:** The Bureau and the Executive Director agreed on a proposed provisional Agenda for the first session of the UN-Habitat Assembly which takes into account all the items of the provisional Agenda for the twenty-seventh session of the Governing Council as approved by the twenty-sixth session of the Governing Council with supplementary items proposed for consideration by the UN-Habitat Assembly. In this recommendation, the Bureau relied on the Rules of Procedure for the Governing Council, particularly Rule 11 on “supplementary items of the Provisional Agenda” and requested the Executive Director to share the proposed Agenda in due course as required by that Rule. The Bureau also recommended that the CPR reviews the proposed Agenda at its next meeting in March 2019. The proposed Provisional Agenda is as follows:

**Proposed Provisional Agenda of the first session of the United Nations Habitat Assembly, 27 – 31 May 2019**

1. Opening of the session.
2. Election of the President of the UN-Habitat Assembly.
3. Adoption of the rules of procedure of the UN-Habitat Assembly
4. Adoption of the Agenda.
5. Election of Officers other than the President.
6. Credentials of representatives of the UN-Habitat Assembly.
   (a) Appointment of Members of the Credentials Committee
7. Organization of Work, including the establishment of the UN-Habitat Executive Board and Adoption of the rules of procedure of the Executive Board
8. Election of the Members of the Executive Board.
10. Review of progress in the implementation of the New Urban Agenda and the 2030 Agenda for Sustainable Development.
12. Dialogue on the special theme for the first session of the UN-Habitat Assembly.
14. Provisional agenda and other arrangements for the second session of the UN-Habitat Assembly.
15. Adoption of the report of the session and the report of the first meeting of the Executive Board.
16. Other matters.
17. Closure of the session.

ix) **Enhancing the appeal and impact of the first Session of the UN-Habitat Assembly 27-31 May 2019:** The Bureau underscored the importance of the impact of the first session of the UN-Habitat Assembly terming it crucial for conceptualizing the image of a new UN-Habitat. In this regard the Bureau had the following preliminary suggestions:
   a. Promotion of the UN-Habitat Assembly in all continents,
   b. Two days of pre-session events for sharing best practices and training to promote UN-Habitat as a Centre of excellence,
   c. An interactive dialogue session during the Assembly such as the one during GC26, a Davos style or a dialogue chaired by level representatives.
   d. Encouraging high level participation, participation of all levels of Government, involving children,
   e. An interagency UN-Discussion session on implementing the New Urban Agenda and the SDGs.
   f. A City Summit.
   g. A need to set a deadline for submitting draft resolutions.

x) **First Meeting of the Executive Board including Agenda:** The Bureau recommended the first meeting of the Executive Board be held for one day on the margins of the UN-Habitat Assembly. The Bureau advised that the Executive Director’s “Notification” for the UN-Habitat Assembly should go out with information for the first meeting and the proposed provisional Agenda of the Executive Board as well as a request for regional groups for nomination of candidates for the Membership of the Executive Board. The Bureau and the Executive Director proposed the Agenda for the first Meeting of the Executive Board to include both organizational and substantive matters as follows:
Proposed Provisional Agenda of the first Meeting of the Executive Board of the United Nations Human Settlements Programme, XX May 2019

1. Opening of the Meeting
2. Organizational Matters
   a. Adoption of the Agenda for the first meeting of the Executive Board
   b. Election of the Bureau of the Executive Board
   c. Consideration of the tentative Workplan for 2019-2020 for the Executive Board including its Bureau meetings, frequency of its meetings, items to be regularly considered, dates of its next meeting and approval of the Workplan.

3. Approval of the Annual Work Programme and Budget of the United Nations Habitat and Human Settlements Foundation for the year 2020

4. Other Matters.

   xi) **The CPR Calendar:** The 72\textsuperscript{nd} meeting of the CPR to be held in March 2019 at a date as close as possible after 21 March 2019, Secretariat to consult with Conference services on new Date. The 72\textsuperscript{nd} CPR meeting will be important in making decisions preparations towards the UN-Habitat Assembly. The Negotiations on the Draft Rules of Procedure to take place after the meeting in March. The Executive Director to share documentation for the Assembly with the CPR in advance.