

Second open-ended meeting of the Committee of Permanent Representatives to the United Nations Human Settlements Programme**29–31 May and 2 June 2023****Notification by the Executive Director****I. General information for Member States****A. Strengthening the governance of the United Nations Human Settlements Programme**

1. In resolution 73/239, the General Assembly of the United Nations decided to dissolve the Governing Council of the United Nations Human Settlements Programme (UN-Habitat) as a subsidiary organ of the General Assembly and replace it with the United Nations Habitat Assembly of the United Nations Human Settlements Programme. It also decided that the first session of the United Nations Habitat Assembly would be held in May 2019.
2. In the same resolution, the General Assembly welcomed the report of the Open-ended Working Group¹ established by the Chair of the Committee of Permanent Representatives to UN-Habitat pursuant to General Assembly resolution 72/226, and endorsed its findings and recommendations on changing the governance structure of UN-Habitat. Through those findings and recommendations, the Open-ended Working Group called for the governing body of UN-Habitat to have universal intergovernmental membership and to convene in Nairobi, for a five-day period, every four years. The Open-ended Working Group also called for the creation of an executive board to increase the oversight by Member States of UN-Habitat operations and to strengthen the accountability, transparency, efficiency and effectiveness of UN-Habitat, and for the Committee of Permanent Representatives to convene in Nairobi, in an open-ended manner, twice every four years: once prior to each session of the United Nations Habitat Assembly in preparation for that session and a second time for a high-level mid-term review.
3. In accordance with resolution 73/239, the first session of the United Nations Habitat Assembly was held from 27 to 31 May 2019. At that session, by decision 1/1, the Assembly adopted its rules of procedure,² which are applicable mutatis mutandis to the Committee of Permanent Representatives in the absence of the latter's own rules of procedure. In addition, the Assembly, at that session, endorsed the rules of procedure of its Executive Board, elected 36 members to the Executive Board, and elected the first Bureau of the Committee of Permanent Representatives.
4. In line with rule 23 of the rules of procedure, as well as the findings and recommendations of the Open-ended Working Group, the Committee of Permanent Representatives held its first open-ended meeting for a high-level midterm review from 29 June to 1 July 2021.

B. Dates, agenda, venue and participation

5. Pursuant to rule 23 of the rules of procedure of the United Nations Habitat Assembly and recommendation 1/4 of the Committee of Permanent Representatives at its first open-ended meeting, the Bureau of the Committee, at its meeting on 1 December 2022, recommended that the second open-ended meeting of the Committee of Permanent Representatives, to prepare for the second session of the Assembly, be scheduled to be held from 29 to 31 May 2023 and on 2 June 2023, at UN-Habitat headquarters in Nairobi.

¹ A/73/726.

² HSP/HA.1/HLS.2, annex.

6. At the same meeting the Bureau also recommended that the second open-ended meeting of the Committee be held on those dates to take into consideration the fact that the date of 1 June 2023 coincides with “Madaraka Day”, a national holiday of Kenya, the host country for the meeting. In the light of this, the meeting will be suspended on 1 June and resume on 2 June. This will allow for a seamless transition from the meeting to the second session of the United Nations Habitat Assembly, to be held from 5 to 9 June 2023.

7. The provisional agenda for the second open-ended meeting, as recommended by the Committee of Permanent Representatives at its first open-ended meeting in June 2021 and endorsed by the Bureau of the Committee at its meeting on 1 December 2022, is available at: [HSP/OECPR.2023/1](https://www.un.org/en/development/desa/press/2022/12/2023-01-01-2023-03-31). Pursuant to paragraph 3 of rule 30 of the rules of procedure of the United Nations Habitat Assembly, the substantive documents for the meeting will be issued by 18 April 2023, 42 days prior to the start of the meeting.

8. The meeting will be opened at 9 a.m. (UTC + 3) on Monday, 29 May 2023.

9. In accordance with rule 23 of the rules of procedure, the open-ended meetings of the Committee of Permanent Representatives are open to all States Members of the United Nations and members of the United Nations specialized agencies that are accredited to UN-Habitat.

10. In addition, in accordance with rule 64, any State that is not a member of the United Nations may participate in the deliberations of the Committee of Permanent Representatives without the right to vote, but may submit proposals, which may be put to a vote by request of any member of the Committee of Permanent Representatives.

11. Similarly, in line with rule 65, representatives of other United Nations bodies, United Nations specialized agencies and related organizations may participate, without the right to vote or make proposals, in the deliberations of the Committee on matters within the scope of their activities.

12. Finally, in accordance with rules 66–69, local authorities, Habitat Agenda partners and non-governmental organizations in consultative status with the Economic and Social Council may participate as observers in public meetings of the United Nations Habitat Assembly and its intersessional organs, which include meetings of the Committee of Permanent Representatives.

II. Key issues to be discussed

13. Among the key issues to be considered by the Committee of Permanent Representatives during the open-ended meeting are the following:

(a) Adoption of the report of the Committee of Permanent Representatives on the work of its first open-ended meeting;³

(b) Strategic plan of UN-Habitat, including implementation of the strategic plan for the period 2020–2023 and alignment of the planning cycles of UN-Habitat with the quadrennial comprehensive policy review process;

(c) Status of preparations for the second session of the United Nations Habitat Assembly;

(d) Preparation of resolutions, declarations and decisions of the Assembly at its second session, including the dates and provisional agenda of the third session.

III. Informal consultations

14. To facilitate the work of the Committee of Permanent Representatives, arrangements will be made, upon request, for informal consultations between the regional groups on various matters, including on any draft outcomes for consideration and possible adoption by the Committee of Permanent Representatives during the open-ended meeting and for recommendation to the United Nations Habitat Assembly for consideration and possible adoption at its second session. Such requests may be sent by email to chris.mensah@un.org and unhabitat-sgb@un.org.

IV. Proposed organizational arrangements for the second open-ended meeting of the Committee of Permanent Representatives

15. For the efficient conduct of work during the second open-ended meeting of the Committee of Permanent Representatives, to prepare for the second session of the United Nations Habitat Assembly,

³ HSP/OECPR.2021/7.

the Executive Director proposes for consideration by Member States the proposed organizational arrangements and timetable set out in annex I to the present notification.

A. Bureau

16. In accordance with rule 27 of the rules of procedure, the Bureau of the Committee of Permanent Representatives consists of a chair, three vice-chairs and a rapporteur, who are to be elected by the United Nations Habitat Assembly for a two-year term. As stipulated in rule 18, the five members of the Bureau are to jointly serve as additional vice-presidents of the Bureau of the Assembly. The geographical distribution of the members of the Bureau of the Committee of Permanent Representatives elected in 2019 and in 2021 is set out in annex II to the present notification, as well as the expected geographical distribution of the incoming Bureau of the Committee of Permanent Representatives to be elected on the final day of the second open-ended meeting of the Committee of Permanent Representatives, on 2 June 2023. The members of the Bureau will assist the Chair in presiding over the conduct of the second open-ended meeting.

17. The geographical distribution of the membership of the current Bureau is as follows:

| | |
|--------------|--|
| Chair: | Asia-Pacific States (Pakistan) |
| Vice-Chairs: | Latin American and Caribbean States (Colombia) |
| | Western European and other States (Belgium) |
| | African States (United Republic of Tanzania) |
| Rapporteur: | Eastern European States (vacant) |

18. Pursuant to rule 27 of the rules of procedure, the Committee of Permanent Representatives will, at the end of its second open-ended meeting, elect for a two-year term its Bureau, which is to be composed of a chair, three vice-chairs and a rapporteur, from among the Member States of the United Nations, taking into consideration the need to ensure that each of the five regional groups is equally represented in the Bureau.

19. The expected composition of the Bureau of the Committee of Permanent Representatives proposed for election for the period 2023–2025 is as follows:

| | |
|--------------|-------------------------------------|
| Chair: | Western European and other States |
| Vice-Chairs: | Asia-Pacific States |
| | Eastern European States |
| | Latin American and Caribbean States |
| Rapporteur: | African States |

B. Plenary sessions during the meeting

1. Day 1 of the meeting

20. It is proposed that the first day of the meeting be devoted to the opening of the meeting (item 1 of the provisional agenda); the adoption of the report of the Committee of Permanent Representatives on the work of its first open-ended meeting (item 2); the UN-Habitat strategic plan, including (a) the implementation of the strategic plan for the period 2020–2023, (b) the status of preparation of the strategic plan for the next period by the Executive Board, and (c) alignment of the planning cycles of UN-Habitat with the quadrennial comprehensive policy review process (item 3).

2. Day 2 of the meeting

21. It is proposed that the second day of the meeting be devoted to the status of preparations for the second session of the United Nations Habitat Assembly (item 4 of the provisional agenda) and the start of discussions on the preparation of the draft resolutions, declarations and decisions of the second session of the Assembly, including on the dates and provisional agenda of the third session (item 5).

3. Day 3 of the meeting

22. It is proposed that the third day be fully dedicated to the preparation of the draft resolutions, declarations and decisions of the second session of the United Nations Habitat Assembly, including on the dates and provisional agenda of the third session (item 5 of the provisional agenda).

4. Day 4 of the meeting

23. It is proposed that the fourth day be devoted to concluding discussions on the preparation of the draft resolutions, declarations and decisions of the second session of the United Nations Habitat Assembly, including on the dates and provisional agenda of the third session (item 5 of the provisional agenda); the election of the officers of the Bureau (item 6); consideration of the Chair's draft summary of the second open-ended meeting of the Committee of Permanent Representatives (item 7); other matters (item 8); and the closure of the meeting (item 9).

C. Registration

24. All delegates are encouraged to pre-register online at <https://unhabitat.org/open-ended-meeting-of-the-committee-of-permanent-representatives-to-prepare-for-the-second-HabitatAssembly>. Participation in the official sessions of the open-ended meeting is restricted to Member States, Habitat Agenda partners and accredited stakeholders.

25. Additional information will be made available on the UN-Habitat website at <https://unhabitat.org/open-ended-meeting-of-the-committee-of-permanent-representatives-to-prepare-for-the-second-HabitatAssembly>.

26. Enquiries regarding these and any other matters concerning the organizational aspects of the meeting should be directed to:

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Annex I

Geographical distribution of officers previously elected to the Bureau of the Committee of Permanent Representatives and the expected geographical distribution of officers to be elected at the end of the second open-ended meeting of the Committee

Officers elected to the Bureau of the Committee of Permanent Representatives at the first session of the United Nations Habitat Assembly

Period: 2019–2021

| | |
|--------------|--|
| Chair: | African States (Eritrea) |
| Vice-Chairs: | Asia-Pacific States (Bangladesh) |
| | Latin American and Caribbean States (Costa Rica) |
| | Eastern European States (Serbia) |
| Rapporteur: | Western European and other States (vacant) |

Officers elected to the Bureau of the Committee of Permanent Representatives during the first open-ended meeting of the Committee

Period: 2021–2023

| | |
|--------------|--|
| Chair: | Asia-Pacific States (Pakistan) |
| Vice-Chairs: | Western European and other States (Belgium) |
| | Latin American and Caribbean States (Colombia) |
| | African States (United Republic of Tanzania) |
| Rapporteur: | Eastern European States (vacant) |

Officers to be elected during the second open-ended meeting of the Committee of Permanent Representatives, to prepare for the second session of the United Nations Habitat Assembly

Period: 2023–2025

| | |
|--------------|-------------------------------------|
| Chair: | Western European and other States |
| Vice Chairs: | Asia-Pacific States |
| | Eastern European States |
| | Latin American and Caribbean States |
| Rapporteur: | African States |

Annex II

Proposed organization of work and timetable for the second open-ended meeting of the Committee of Permanent Representatives, 29–31 May and 2 June 2023

| <i>Day/date</i> | <i>Time</i> | <i>Agenda item</i> |
|-----------------------------------|-------------|--|
| Monday, 29 May 2023 | a.m. | 1. Opening of the meeting: (a) Organizational matters; (b) Adoption of the agenda and the workplan of the second open-ended meeting of the Committee of Permanent Representatives. |
| | | 2. Adoption of the report of the Committee of Permanent Representatives on the work of its first open-ended meeting. <i>Regional statements</i> |
| | p.m. | 3. Strategic plan of the United Nations Human Settlements Programme: (a) Implementation of the strategic plan for the period 2020–2023; (b) Status of preparations of the strategic plan for the next period by the Executive Board; (c) Alignment of the planning cycles of the United Nations Human Settlements Programme with the quadrennial comprehensive policy review process. |
| Tuesday, 30 May 2023 | a.m. | 4. Review of the status of preparations for the second session of the United Nations Habitat Assembly. |
| | p.m. | 5. Preparation of draft resolutions, declarations and decisions of the second session of the United Nations Habitat Assembly, including on the dates and provisional agenda of the third session. |
| Wednesday, 31 May 2023 | a.m. | 5. Preparation of draft resolutions, declarations and decisions of the second session of the United Nations Habitat Assembly, including on the dates and provisional agenda of the third session (<i>continued</i>). |
| | p.m. | 5. Preparation of draft resolutions, declarations and decisions of the second session of the United Nations Habitat Assembly, including on the dates and provisional agenda of the third session (<i>continued</i>). |
| Friday, 2 June 2023 | a.m. | 5. Preparation of draft resolutions, declarations and decisions of the second session of the United Nations Habitat Assembly, including on the dates and provisional agenda of the third session (<i>continued</i>). |
| | | 6. Election of the officers of the Bureau. |
| | | 7. Consideration of the Chair's draft summary of the second open-ended meeting of the Committee of Permanent Representatives. |
| | | 8. Other matters. |
| | | 9. Closure of the meeting. |