



United Nations Human Settlements Programme

**First Bureau meeting of the Committee of Permanent Representatives to UN-Habitat
for the year 2024**

Friday, 21 June 2024

10:00 hrs to 12:00 hrs EAT

Hybrid Meeting–UN-Habitat OED Boardroom

MEETING SUMMARY

1. H.E. Mr. Ibrar Hussain Khan, Permanent Representative of the Islamic Republic of Pakistan and Chair of the Committee of Permanent Representatives to UN-Habitat (CPR), opened the meeting at 10.00 hrs EAT.

The following members of the Bureau of the CPR were present:

- i. **H.E. Mr. Ibrar Hussain Khan**, Permanent Representative of the Islamic Republic of Pakistan to UN-Habitat (in-person)
- ii. **H.E. Mr. Pedro Leon Cortes Ruiz**, Permanent Representative of the Republic of Colombia to UN-Habitat (in-person)
- iii. **Ms. Angelica Gutierrez Galvis**, Deputy Permanent Representative of the Republic of Colombia to UN-Habitat (in-person)
- iv. **Ms. Felista Rugambwa**, Head of Chancellery of the United Republic of Tanzania (in-person)
- v. **Ms. Cattrysse Machteld**, Deputy Permanent Representative of the Kingdom of Belgium to UN-Habitat (in-person)
- vi. **Mr. Shoaib Mansoor**, Deputy Permanent Representative of the Islamic Republic of Pakistan to UN-Habitat (in-person)

The following UN-Habitat Secretariat members were also present

- i. Mr. Michal Mlynar, Assistant Secretary-General and Acting Executive Director
- ii. Mr. Raf Tuts, Director, Global Solutions Division
- iii. Mr. Chris Mensah, Secretary to the Governing Bodies
- iv. Ms. Edlam Yemeru, Director (a.i.), External Relations, Strategy, Knowledge and Innovation Division
- v. Ms. Shipra Narang Suri, Chief, Urban Practices Branch
- vi. Mr. Justin Bonongwe, Chief, Budget and Finance, MACS
- vii. Ms. Bridget Oballa, External Relations Officer
- viii. Isabel Wetzels, Programme Management Officer
- ix. Mr. Runze Wang, Special Assistant, Political Affairs
- x. Ms. Petra Polaskova, Associate Programme Management Officer

2. The Chair welcomed all participants to the meeting and invited the Acting Executive Director to make his opening remarks.



United Nations Human Settlements Programme

Agenda item 1: Opening remarks by the Acting Executive Director

3. The Acting Executive Director welcomed Bureau Members to the meeting and made the following key highlights in his opening remarks:
 - i. He thanked the Bureau Members for their commitment and guidance during the preparations for the adjourned second session of the UN-Habitat Assembly held in June 2023 and thanked them for being well represented at the joint Bureaux meeting of the UN-Habitat Assembly held in Mexico City that enabled the Organization to begin its initial preparations towards the resumed second session of the UN-Habitat in May 2024.
 - ii. The Acting Executive Director informed of the confirmation of appointment of UN-Habitat's new Executive Director, Ms. Anaclaudia Roszbach, who will start her official duty in early August 2024 and gave a background on her professional qualifications and wealth of experience.
 - iii. The Acting Executive Director also updated the Bureau on UN-Habitat's upcoming engagement at the High-level Political Forum on Sustainable Development (HLPF), taking place in New York in July 2024; the Summit of the Future, taking place in New York in September 2024; the Advisory Group on Local and Regional Governments; the preparation of UN-Habitat's new Strategic Plan 2026-2029; and the upcoming twelfth session of the World Urban Forum taking place from 4 to 8 November 2024 in Cairo, Egypt.
 - iv. The Acting Executive Director closed his opening remarks by noting that the meeting provided an opportunity for the Bureau to begin preparations toward the third open-ended meeting of the CPR and the upcoming resumed second session of the UN-Habitat Assembly, in line with the mandate of the CPR.
4. The presentation by the Acting Executive Director can be accessed [here](#), and his detailed statement can be accessed [here](#).

Adoption of the Agenda:

5. The Provisional Agenda was adopted without any changes and can be accessed [here](#).
6. A Member of the Bureau requested clarification regarding the mandate of the Bureau to discuss agenda Item 3 of the Provisional Agenda, particularly, on "Review of the dates and Agenda of the resumed Second Session of the United Nations Habitat Assembly". In response, the Secretariat clarified that the CPR Bureau has the responsibility to guide the preparations of the OECPR, and is mandated to prepare for the United Nations Habitat Assembly (UN-Habitat Assembly) and, further, that in line with Rule 12 of the Rules of Procedure of the UN-Habitat Assembly, the CPR had the responsibility to consider supplementary items proposed for sessions of the UN-Habitat Assembly. In addition, the



United Nations Human Settlements Programme

Secretariat noted that CPR Bureau Members act as additional Vice Presidents in the Bureau of the UN-Habitat Assembly, in line with the provisions of Rule 18.

Agenda Item 2: Preparations for the third open-ended meeting of the Committee of Permanent Representatives (OECPR) in 2025

7. The Chair recalled that resolution 73/239 of the General Assembly called for the CPR to convene, in an open-ended manner, twice every four years: once, prior to the UN-Habitat Assembly, in preparation for that session, and once for a high-level mid-term review. This was subsequently embedded in the Rules of Procedure of the UN-Habitat Assembly, specifically Rule 23.
8. Accordingly, the Chair gave a background on this item stating that an OECPR mid-term review took place in June 2021, and a preparatory OECPR meeting towards the adjourned Second Session of the UN-Habitat Assembly took place in 2023. He further explained that, given that the upcoming session of the UN-Habitat Assembly in May 2025 would be a resumed second session, the Bureau needed to decide what was expected of the CPR in terms of its two mandates and recommend what an appropriate provisional agenda might look like.
9. The Chair then invited the Acting Executive Director to provide an update on Item 2 of the Provisional Agenda.
10. The Acting Executive Director in his presentation on Agenda Item 2 recommended to the Bureau that, for better continuity of the work of the CPR, the third OECPR should contain elements that adequately support the preparations for a successful resumed second session of the UN-Habitat Assembly and a midterm review. The presentation also proposed the possible Provisional Agenda for the third OECPR meeting, as well as the dates, which were suggested to be 26 to 28 May 2025, just prior to the resumed session of the UN-Habitat Assembly to be held on 29 and 30 May 2025.
11. The Presentation by the Secretariat on this Agenda Item can be accessed [here](#).
12. Following the presentation, the Bureau took note of the recommendations of the Secretariat on the form, dates and proposed agenda of the third OECPR.
13. Bureau members further made the following additional preliminary remarks on this item:
 - i. It was recommended that the proposed Provisional Agenda of the third OECPR be adjusted in relation to Agenda item 5 on “*Strategic plan of the United Nations Human settlements programme*” and Agenda item 6, on “*Progress in the implementation of the decisions and resolutions adopted by the United Nations Habitat Assembly at its adjourned second session*”, by switching their order.



United Nations Human Settlements Programme

- ii. It was further advised that the revised proposed provisional agenda for the third OECPR be discussed at the next meeting of the Bureau, which should include an expanded Bureau of the Governing Bodies to ensure joint planning for the upcoming meetings.

Agenda Item 3: Review of the dates and Agenda of the resumed Second Session of the United Nations Habitat Assembly.

14. The Chair invited the Acting Executive Director to brief the Bureau on this item.
15. The Acting Executive Director highlighted Decision 2/2 of the UN-Habitat Assembly which recommended the dates of the resumed session as 29 and 30 May 2025, as well as the Agenda for that session.
16. The Acting Executive Director noted that the key focus of the resumed session of the UN-Habitat Assembly would be the next Strategic Plan of UN-Habitat and elections of the Offices of the Governing Bodies, specifically the 36 Members of the Executive Board and the Bureau of the UN-Habitat Assembly.
17. The Acting Executive Director also highlighted the need to take into account other decisions that the Assembly would need to take in 2025 in line with the outcomes of the adjourned session. These included particularly the decision on the draft Stakeholder Engagement Policy and the decision on the draft International Guidelines for People-centred Smart Cities. The Acting Executive Director suggested that these could also be addressed under Agenda Item 7 of the Provisional Agenda.
18. The Acting Executive Director further stated that new Credentials may not be required for the resumed second session of the UN-Habitat Assembly for members who were already accredited to the adjourned second session.
19. The Presentation by the Secretariat can be accessed [here](#).
20. Following the presentation by the Secretariat, the Bureau made a preliminary recommendation that the dates and Agenda of the resumed second session of the UN-Habitat Assembly remain 29 to 30 May 2025, as articulated in Decision 2/2 of the Assembly, noting that this was only to guide the Bureau's work, and that nothing precluded the Bureau from making necessary adjustments as may be required, including in discussions with the Bureau of the UN-Habitat Assembly.
21. While credentials may not be required for the resumed session of the UN-Habitat Assembly for members who have already been accredited to the adjourned second session, it would be required in order to facilitate participation for recently appointed Ministers and Permanent Representatives, experts and additional members of delegations since the 2023 adjourned second session of the Assembly. In this regard, it was recommended that notification to the



United Nations Human Settlements Programme

Secretariat of their participation would be helpful in ensuring their full accreditation to the meetings and facilitating access into the venue of the session.

Agenda Item 4: Elections to be held during the resumed second session of the United Nations Habitat Assembly in 2025.

22. The Chair invited the Acting Executive Director to brief the Bureau on this item.
23. The Acting Executive Director highlighted that at the resumed second session of the UN-Habitat Assembly, a new Bureau of the Assembly for 2025 to 2029 would be elected, and shared the expected regional composition of that Bureau which is expected to be Chaired by the Asia-Pacific Group. The Acting Executive Director further noted the expected election of the 36 members of the Executive Board for a period of four years until 2029, based on equitable geographical representation, as adopted by the General Assembly in Resolution 73/239.
24. The Secretariat's presentation on this Agenda Item can be accessed [here](#).
25. In discussion that ensued following the presentation, a clarification was made on the nomination process for the 36 Members of the Executive Board by their regional groups, and guidance was given that there was no rule barring any current Member of the Executive Board from being nominated again for election at the upcoming Assembly.

Agenda Item 5: Roadmap to the resumed second session of the United Nations Habitat Assembly.

26. The Chair invited the Acting Executive Director to share the scenarios associated with the roadmap to the resumed second session of the United Nations Habitat Assembly. The Secretariat's presentation highlighted key milestones in that regard.
27. The presentation on this Agenda Item can be accessed [here](#).
28. The Bureau took note of the various dates in the roadmap.

Agenda Item 6: Any Other Matters.

29. One member expressed concern about the length of time assigned for the holding of the OECPR as some agenda items might attract considerable input and discussion from Member States, and that those three days, without prior preparation, may not be sufficient to exhaustively consider every item on the Agenda. The Bureau was expected to consider this at its next meeting, which would also further discuss the revised proposed Provisional Agenda, as recommended in item 2, above.

There were no other matters under discussion and the First Meeting of the Bureau of the CPR for the year 2024 was adjourned at 12.27 hrs East African Time (EAT).