
Meeting of the Bureau of the Environment Assembly

19 March 2020

17:00 – 18:30 (GMT +3 – Nairobi time)

UNEP Executive Office Boardroom

United Nations Office at Nairobi, Gigiri

Agenda item 4

**Draft agenda for the 1st joint preparatory retreat
of the Bureaux of the UN Environment Assembly and the Committee of Permanent
Representatives**

From 8 to 10 June 2020, members of the Bureaux of UN Environment Assembly and Committee of Permanent Representatives will meet jointly for a retreat in Oslo, Norway.

During the preparatory retreat, both Bureaux will deepen their cooperation and collaboration and, according to their roles, provide guidance on various aspects of the preparations for the fifth session of the UN Environment Assembly (UNEA-5), taking place in Nairobi, Kenya, on 22-26 February 2021.

The joint preparatory retreat will in particular address the following key issues:

1. Dialogue with stakeholder representatives
2. Interlinkages between UNEA-5 and the 2020 “super year for nature”
3. Development of the UNEA-5 Ministerial Declaration and resolutions
4. Follow-up on General Assembly resolution 73/333
5. A vision for the commemorations of the 50th anniversary of the creation of UNEP
6. Structure, format, outreach and visibility for UNEA-5

Prior to the meeting, Major Groups and Stakeholders will organize consultations on 7 and 8 June in Oslo, which will also provide an opportunity for a dialogue session on 9 June between Bureaux members and civil society representatives on the follow-up of UNEA-4 and preparations for UNEA-5.

Following the Major Groups and Stakeholder Forum, the joint preparatory retreat will still be preceded by a meeting of the Science Policy Business Forum, to take place on 8 and 9 June. The Forum will bring together participants from academia, private sector, science, policy, civil society, the general public, as well as members of the Bureaux, to build a common understanding and momentum towards a successful UNEA-5 as well as provide a platform for dialogue and discussion between the different actors in society on core sustainable development issues.

MONDAY, 8 JUNE 2020	
19:30 – 21:00	<i>Dinner with representatives attending the Science Policy Business Forum</i>
TUESDAY, 9 JUNE 2020	
Time	Topic
14:00 – 14:15	<p>1. Opening of the joint preparatory retreat Opening remarks by President of the UN Environment Assembly, the Chair of the Committee of Permanent Representatives, and by the Executive Director of UNEP.</p>
14:15 – 15:15	<p>2. Dialogue with representatives from the Major Groups and Stakeholders Forum Bureaux members will have an opportunity to exchange views with participants of the Major Groups and Stakeholders Forum regarding the follow up of UNEA-4 and the preparations for UNEA-5</p>
15:15 – 15:30	<i>Coffee break</i>
15:30 – 17:00	<p>3. The UN Environment Assembly and the 2020 “super year for nature” The meeting will discuss the interlinkages and role of UNEA-5 in the follow-up of the 2020 “Super Year for Nature” and Bureaux members will be invited to share their vision on what would constitute a successful UNEA-5. <i>Expected outcome: Guidance on the development of the Executive Director’s report to UNEA-5</i></p>
17:00 – 19:00	<p>4. Outcomes of UNEA-5</p> <p style="padding-left: 20px;">4.1 UNEA-5 Ministerial Declaration Identification of key elements for the Ministerial Declaration for UNEA-5.</p> <p style="padding-left: 20px;">4.2 Monitoring and implementation of previous UNEA resolutions Consideration of the status of implementation and how to overcome the implementation gap of previous UNEA resolutions.</p> <p style="padding-left: 20px;">4.3 UNEA-5 resolutions Consideration of guidance to Member States regarding the scope, format, structure and deadlines for the tabling of resolutions for UNEA-5, with a view to ensure that they are relevant, impactful and actionable.</p> <p><i>Expected outcomes: Guidance to the UNEA President on the elaboration of a zero draft of the Ministerial Outcome Document, and guidance to Member States and the Secretariat on the implementation of previous UNEA resolution and</i></p>

	<i>guidance to Member States on the preparation of draft resolutions for UNEA-5.</i>
19:30 – 21:00	<i>Joint Bureaux Dinner</i> <i>Dinner for members of the Bureaux of the UN Environment Assembly and of the Committee of Permanent Representatives and the UNEP Executive Director</i>
WEDNESDAY, 10 JUNE 2020	
Time	Topic
8:30 – 10:00	Vision for the commemorations of the 50th anniversary of the creation of UNEP The Secretariat will provide an update on the preparations for the commemoration of the creation of UNEP, in light of Decision UNEP/EA.4/2. Taking into consideration the debates held in the CPR and the offer by Sweden to host a UN high level meeting in Stockholm in 2022, Bureaux Members will exchange views on the issues <i>Expected outcome: Guidance to the Secretariat on the preparations for the commemoration of the creation of UNEP</i>
10:00 – 10:15	Coffee break
10:15 – 11:45	5. Follow-up on General Assembly Resolution 73/333 Considering the roadmap for consultations on follow-up of Resolution A/RES/73/333 adopted by the CPR, Bureaux members will be invited to share their views on the scope of a draft political declaration as mandated by General Assembly resolution 73/333, taking into account guidance provided by the appointed co-facilitators for the consultation process in Nairobi and drawing from possible inputs in writing from member States and stakeholders. <i>Expected outcome: Exchange of views on the scope of the draft political declaration mandated by General Assembly resolution 73/333</i>
11:15 – 12:45	6. Structure, format, outreach and visibility for UNEA-5 Bureaux Members will be invited to provide guidance on the possible structure and format of UNEA-5 and its side events, as well as on events leading up to the Assembly, and consider ways to promote greater outreach and visibility for UNEA 5, including through other international meetings and platforms. <i>Expected outcomes: Guidance on preferred structure and format of UNEA-5 and related meetings, and on how to promote greater visibility and outreach for the Assembly.</i>
12:45 – 13:00	7. Closing of the Joint Preparatory Retreat Closing remarks by President of the UN Environment Assembly, the Chair of the Committee of Permanent Representatives, and the UNEP Executive Director.