

Frequency of meetings of the Committee of Permanent Representatives (CPR)

This paper has been prepared by the Secretariat and provides an overview of the frequency of meetings of the Committee of Permanent Representatives (CPR) since January 2022 with indicative resource implications. It is made available for information, in the context of the Bureau's consideration of recommendation 1 [the 2025 Report of the Joint Inspection Unit \("Review of management and administration in the United Nations Environment Programme" \(expanded report\)\)](#) (JIU/REP/2025/1[expanded report]) regarding the frequency of the formal meetings of the CPR.

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I. Introduction

1. The Joint Inspection Unit (JIU), in its 2025 report on the review of management and administration of the United Nations Environment Programme ([expanded report](#))(JIU/REP/2025/1[[expanded report](#)]), recommended that the United Nations Environment Assembly (UNEA) should, at its eighth session at the latest, clarify the mandate and role of the Committee of Permanent Representatives (CPR) as its intersessional body and examine the frequency of its formal meetings, as appropriate.

2. In its decision 7/7, UNEA requested the CPR to consider recommendation 1 of the report of the JIU on the review of management and administration in the United Nations Environment Programme (UNEP), with a view to enhancing the oversight by Committee members of the management and administration of UNEP, and to prepare a recommendation for consideration at the eighth session of the Environment Assembly, taking into account decision 171/1 of the Committee and the outcome of the stocktaking meeting for the process for review by the CPR of the Environment Assembly and its subsidiary bodies, as endorsed in paragraph 1 of Assembly decision 5/4, and also taking into account decision 167/1 of the Committee.

3. The background document has been prepared by the Secretariat to provide a factual overview of the frequency of the CPR meetings since January 2022, taking into account the endorsement by UNEA in its decision 5/4 of the outcome of the stocktaking meeting for the process for review by the CPR (CPR-based review). The document also provides indicative information on selected resource implications associated with the organization and servicing of CPR meetings.

4. The information below is intended to support members of the CPR in assessing whether the current frequency and organization of meetings remains appropriate.

II. Mandate and frequency of the CPR meetings

5. Pursuant to Governing Council decision 19/32, the CPR is to hold four regular meetings per year, while extraordinary meetings may also be convened where required. The decision also provides for the establishment of a subcommittee but does not prescribe the frequency of its meetings.

6. The Governing Council, in its decision 27/2, provides that the Open-ended CPR is to be convened for five days in an even year, to contribute to the preparation of the next session of UNEA, and that the annual subcommittee of the CPR is to meet annually for a period of five days.

7. The Final outcome of Consensual Process for Review by the Committee of Permanent Representatives, endorsed by UNEA in its decision 5/4, in paragraph 3 states as follows: “[...] [T]he mandate of the Committee of the Permanent Representatives as stipulated in Governing Council decision 27/2 (paragraph 9) [...] further involves convening, in addition to the regular

quarterly meetings of the CPR and meetings of the CPR subcommittee, a dedicated biennial open-ended CPR meeting for preparations of UNEA meetings [...] as well as convening a dedicated annual subcommittee meeting to review UNEP's Medium Term Strategy and Programme of Work and Budget and to oversee their implementation [...].”

8. To support consideration of the frequency of CPR meetings, the Secretariat compiled data on meetings held between January 2022 and June 2026. The information covers meetings of the CPR, the CPR Bureau, the UNEA Bureau, joint UNEA and CPR Bureaux meetings and sessions of UNEA.

9. The data presented below (Table I) excludes Secretariat briefings, consultations on the Ministerial Declaration, consultations on the UNEA theme and induction meetings of the UNEA President.

Table I **Frequency of meetings**

<i>Year / Period</i>	<i>CPR Meetings¹</i>					<i>Bureau Meetings²</i>				<i>UNEA Sessions</i>	<i>TOTAL</i>
	<i>Subcommittee</i>	<i>Quarterly</i>	<i>Annual Subcommittee</i>	<i>OECPR</i>	<i>Total CPR</i>	<i>CPR Bureau</i>	<i>UNEA Bureau</i>	<i>Joint Bureau</i>	<i>Total Bureau</i>	<i>UNEA</i>	
<i>2022</i>	19	4	1	1	25	11	4	5	20	1	46
<i>2023</i>	10	5	1	0	16	7	1	4 (incl. 1 retreat)	12	0	28
<i>2024</i>	21	5	1	1	28	12	5	3	20	1	49
<i>2025</i>	29	4	1	1	35	11	4	6	21	1	57
<i>2026 (Jan - June)</i>	6	2	0	0	8	4	1	1	6	0	14
<i>TOTAL (2022– 2026)</i>	85	20	4	3	112	45	15	19	79	3	194

¹ **CPR meetings:** subcommittee meetings, annual subcommittee meetings, quarterly meetings, and Open-ended CPR.

² **Bureau meetings:** CPR Bureau, UNEA Bureau, and joint Bureaux meetings.

III. Key observations

10. The data indicates a cyclical pattern of CPR meetings, with a higher number of meetings recorded in UNEA years. At the same time, the total number of CPR meetings increased from 25 in 2022 to 35 in 2025. Bureau meetings show a similar pattern, with increased activity during UNEA years and an increase in the total number of meetings overtime.

11. The distribution of meetings reflects the role of the CPR in the preparatory process of UNEA, including preparing agendas, consultation on draft outcomes and oversight of intersessional work.

12. The data also reflects the evolving working methods of the CPR, including a more structured approach to the development and consideration of draft recommendations. These working methods have contributed to more iterative engagement and a higher frequency of meetings.

IV. Resource implications

13. The frequency and number of CPR meetings entail resource implications for UNEP, including conference servicing costs and Secretariat staffing.

14. In addition to direct meeting servicing costs incurred through the United Nations Office at Nairobi (approximately USD 785 per subcommittee meeting for room and related services), Secretariat resource requirements include staff time for the preparation of documentation, servicing of meetings and follow-up actions.

15. For illustrative purposes, the annual staffing costs of the Governance Affairs Office, which serves as the Secretariat to the CPR, together with the Policy and Programme Division, which prepares programme performance reports and quarterly reports for consideration by the CPR, amounted to approximately USD 2.3 million in both 2024 and 2025. The lower figure for 2026 reflects expenditure recorded to date and does not represent full-year costs.

16. The staffing figures presented below do not include costs incurred by other UNEP divisions and offices, in preparing substantive documentation, participating in meetings and consultations, or supporting the implementation of follow-up actions arising from CPR deliberations.

17. The information presented in this section provides an indicative overview of selected resource implications associated with CPR meetings.

Staffing* and meeting servicing cost	2024	2025	2026
Governance Affairs Office	1,807,238	1,745,204	1,392,344
Policy and Programme Division	510,061	525,236	357,922
UNON meeting costs	51,200	56,000	49,000
Total costs	2,368,499	2,326,440	1,799,266

** Staffing costs are limited to the Governance Affairs Office and the Policy and Programme Division.*