

# **Agenda for the 5<sup>th</sup> Meeting of the 3<sup>rd</sup> Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development**

**DATE** : 04<sup>th</sup> September, 2012  
**TIME** : 0930 hrs to 1130 hrs  
**VENUE** : Naples, Italy

## **AGENDA PAPERS**



**APMCHUD**

**Agenda for the 5<sup>th</sup> Meeting of the 3<sup>rd</sup> Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development**

**Date : 4<sup>th</sup> September, 2012**  
**Venue : Naples, Italy**

Item No. 1	<b>Ratification of the Minutes of the 4<sup>th</sup> Meeting of the 3<sup>rd</sup> Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development</b>	
Item No. 2	<b>Action taken report on the decision of the 4<sup>th</sup> Meeting of the 3<sup>rd</sup> Bureau held at Amman, Hashemite Kingdom of Jordan</b>	
Item No. 3	<b>Report by respective Lead Member countries of the five Working Groups on the Report to be presented in the forthcoming APMCHUD Conference</b>	
Item No. 4	<b>Presentation by the Government of Hashemite Kingdom of Jordan on the preparations for the 4th APMCHUD Conference at Amman.</b>	
Item No. 5	<b>Information about the already approved agenda item relating to Organizational Issues for the forthcoming APMCHUD Conference</b>	
Item No. 6	<b>Consideration of the MoUs proposed to be signed with identified Institutions in pursuance of the decisions at Solo Conference of APMCHUD</b>	
Item No.7	<b>Any Other Item with the permission of the Chair</b>	

**Item No. 1: Ratification of the Minutes of the 4<sup>th</sup> Meeting of the 3<sup>rd</sup> Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development**

The 4<sup>th</sup> meeting of the 3<sup>rd</sup> Bureau was held at Amman, Hashemite Kingdom of Jordan on 5<sup>th</sup> April, 2012. A copy of the Minutes of the Meeting is enclosed. The minutes were circulated to the members and also hosted on the web-site. The Secretariat has not received any comments on the same so far.

The Bureau may consider the Minutes for ratification.

**Enclosure to item No.1 (Page 1/11)**

***Minutes of the 4<sup>th</sup> Meeting of the 3<sup>rd</sup> Bureau of the  
Asia Pacific Ministerial Conference on Housing and Urban Development  
(APMCHUD) held on  
5<sup>th</sup> April 2012 at Amman, Hashemite Kingdom of Jordan***

The List of Participants is enclosed.

Welcoming the Hon'ble Members and Dignitaries, the Chief Coordinator indicated that due to extreme exigencies at the last moment, the Hon'ble Chairperson **HE Mr. Djan Faridz, Minister for Housing, Republic of Indonesia** could not participate personally in this meeting and has requested **HE Eng. Mr Yahya Al Kisbi, Hon'ble Minister of Public Works & Housing, Hashemite Kingdom of Jordan** to chair the meeting, and has conveyed his best wishes for the success of the meeting. The Chief Coordinator accordingly requested the Hon'ble Minister HE Eng. Mr Yahya Al Kisbi to chair this 4<sup>th</sup> meeting of the 3<sup>rd</sup> Bureau of APMCHUD. The Chief Coordinator conveyed the regrets of Hon'ble Member from the Republic of Fiji Islands for not being able to participate in the meeting and also his best wishes for the success of the meeting. It was further indicated that the **Hon'ble Minister, Fiji Islands** has forwarded a report on the various activities undertaken in the housing and urban development sector in the Republic of Fiji Islands, which has been placed on the table for the perusal of the Hon'ble members.

The Hon'ble Chairperson of the meeting **HE Eng. Mr Yahya Al Kisbi, Hon'ble Minister of Public Works & Housing, Hashemite Kingdom of Jordan** welcomed all the Hon'ble Members, Dignitaries and participants to Jordan and to the meeting. The Chairperson thanked the Republic of India for its assistance to host the permanent secretariat at Delhi. The Chairperson also thanked the Islamic Republic of Iran and The Republic of Indonesia for the successful conferences organised and for the initiatives to further carrying on this collaborative effort concretized in New Delhi in 2006. Briefly outlining the various initiatives taken by the Hashemite Kingdom of Jordan towards providing housing to all the sections of the society, with particular reference to the weaker sections, HE Eng. Mr Yahya Al Kisbi expressed happiness that this Bureau meeting is being held in Amman in the context of the forthcoming 4<sup>th</sup> Conference of the APMCHUD scheduled to be held on 16-18<sup>th</sup> October, 2012. The Hon'ble Chairperson outlined the contours of the special Royal Initiative for housing in Jordan which fosters public-private partnership in this effort. The Chairperson requested the Hon'ble members to provide their initial remarks before the agenda items are taken up.

Thanking the Hon'ble Chairperson of the meeting for the wonderful hospitality being extended, **HE Mr. Mohammed Sahib Al-Darraj, Minister of Construction & Housing, Republic of Iraq** indicated that Iraq has taken up an ambitious reconstruction programme for 2.5 million housing units. The Hon'ble Minister further indicated that the Government of Iraq has formulated its new National Housing Policy with support from the UN-Habitat which

## **Enclosure to item No.1 (Page 2/11)**

addresses the critical issues pertaining to sustainable development of housing and urban development, with focus on reconstruction.

The **Hon'ble Deputy Minister for Housing and Land, Ministry of Land Transport & Maritime Affairs Minister, Republic of Korea, HE Mr. Park Sang Woo** thanked the Chairperson for the warm hospitality and the pleasant environment in which the meeting is being held. The Hon'ble Minister thanked the Government of India for hosting the permanent secretariat and also the Islamic Republic of Iran and the Republic of Indonesia for their consistent support through the Conferences and steering the initiative forward. His Excellency further indicated that a number of initiatives are being taken in respect of the Housing finance systems and the Republic of Korea would like to learn from and share their experience with the member countries of Asia Pacific region.

**HE Mr. Jamshid Noursalehi, Deputy Minister for International Affairs, Islamic Republic of Iran** thanked the Government of Jordan for organizing this event in Amman in a pleasing environment. Indicating that HE Mr Ali Nikzad, Hon'ble Minister for Roads and Urban Development could not participate personally due to extreme exigencies, conveyed his best wishes for this meeting. The Hon'ble Deputy Minister also appreciated the contribution of the Permanent Secretariat at New Delhi, and conveyed his best wishes for the success of the 4<sup>th</sup> APMCHUD Conference to be held in Amman in October, 2012.

Thanking the Government of Jordan for the wonderful hospitality and also the arrangements for the meeting, **HE Mr Sri Hartoyo, Deputy Minister for Housing Finance, Ministry of Housing, Republic of Indonesia** outlined the recent major initiatives of the Government of Indonesia towards sustainable housing and urban development. His Excellency highlighted the 'Mandiri' National Community Empowerment Program that has benefitted more than 6 million people, the community-based water supply programme (PANSIMAS) targeting poor neighbourhoods for piped water supply, the community-based Sanitation Improvement (SANIMAS) in 101 cities undertaken during the period 2006-11, the Land Certification Programme to improve security of tenure of 30.000 poor households, and the quality improvement programme to support 250.000 houses, and the liquidity facility to support home ownership mortgage for 600.000 low-income households (first home buyers). The Hon'ble Minister further explained the role of the National Planning & Development Agency in initiating the National Housing Working Group that consists of inter-ministries supporting housing and human settlement development. The Hon'ble Minister also elaborated on the new collaborative initiative of the Coordinating Ministry of Economic Development of the Government of Indonesia and the private sector in synergizing economic activities and large-scale housing development. His Excellency invited the Hon'ble Members to visit the major projects initiated by the Indonesian Government in the recent past. The Hon'ble Minister also indicated that the Government of Indonesia proposes to sign a Letter of Intent between the Regional Centre for Community Empowerment in Housing & Urban Development (RCCEHUD) and APMCHUD, which would be presented separately.

**HE Mr. Karman Lashari, Deputy Minister & Secretary, Federal Ministry of Housing and Works, Islamic Republic of Pakistan** thanked the Government of Jordan for the hospitality

### **Enclosure to item No.1 (Page 3/11)**

being extended. His Excellency indicated that there are several commonalities in the social, cultural and economic conditions of the countries of the Asia Pacific Region and the APMCHUD offers an excellent mechanism to learn as well as share our experiences for mutual benefit in the field of housing and urban development. Highlighting that shelter and employment are being given substantial importance by the Government of Islamic Republic of Pakistan, he indicated that three cities namely Karachi, Lahore and Islamabad play a major role in the economic life of the country. Explaining that though a large number of new housing societies have come up in the recent past, thereby increasing the housing delivery at large, what is important is the consideration of affordability. He opined that increasingly, the housing in large cities is becoming unaffordable to even middle income groups there by resulting in formation of slum like settlements in most cities. Thus, this area requires a focused attention. His Excellency further indicated that the Islamic Republic of Pakistan faced major natural disasters in the form of earthquake and floods in the recent past, and Pakistan may share its experiences in disaster management & mitigation and reconstruction experiments in the forthcoming 4<sup>th</sup> APMCHUD Conference in October 2012 at Amman. In addition, the Hon'ble Minister also highlighted the emerging energy related issues as requiring focus for achieving sustainable urban development.

**The Hon'ble Minister for Housing & Urban Poverty Alleviation, Republic of India, Kumari Selja** had sent the best wishes for the meeting and Her Excellency's address was read by the Chief Coordinator. The Hon'ble Minister in the address had recalled holding of the Third meeting of the First Bureau at Amman which was indeed historic as during the event, in addition to launch of the web-site of APMCHUD, a major road map for this collaborative initiative was firmed up. Highlighting the successful progress of the APMCHUD since 2006 in Delhi with its Delhi Declaration, at Tehran in 2008 with its Tehran Declaration and the Action Plan, and at Solo in 2010 with the Solo Declaration and implementation plan, the Hon'ble Minister anticipates that a unified focus would be evolved towards furthering the agenda of APMCHUD in the forthcoming 4<sup>th</sup> Conference of the APMCHUD in October 2012 at Amman. Appreciating the 'Royal Initiative to provide Social Housing' undertaken by the Hashemite Kingdom of Jordan as a major innovative step, the Hon'ble Minister highlighted the potential of this platform of APMCHUD for experience sharing and leaning among the member countries. The Hon'ble Minister in her address had further outlined the housing and urban development related initiatives in India in the recent past, covering the formulation of a National Urban Housing and Habitat Policy in 2007, the programme of Jawaharlal Nehru National Urban Renewal Mission and also the Rajiv Awas Yojana which address the concerns of housing and urban development and promoting inclusive strategies. The Minister has also outlined other initiatives such as the new proposed legislation to regulate the transactions and bring about transparency in the real estate sector, and also formulation of a Model Rent Act for the information of the Hon'ble members in her address.

Expressing his gratitude to the Government of Jordan for the warm hospitality extended, **Dr. Markandey Rai, Chief, Parliamentarians, UN-HABITAT** highlighted evolution of Amman as a Global City. Conveying the best wishes of the Executive Director, UN-HABITAT for the meeting, Dr. Rai assured that UN-HABITAT would continue to extend its full cooperation to APMCHUD for all its initiatives. Dr Markandey Rai further informed the Hon'ble Members that the next World Urban Forum Meet is tentatively scheduled to be held at Naples, Italy

## **Enclosure to item No.1 (Page 4/11)**

during 1 – 7<sup>th</sup> September, 2012 and welcomed all the members to participate in this important event. He indicated that the first APMCHUD Conference at Delhi gave a vision, the second Tehran Conference gave an Action Plan, and the third Solo Declaration paved the way for realization with its Implementation Plan. Highlighting that a large number of innovations are happening in the housing and urban development areas in many countries of the Asia Pacific region, he opined that experience sharing needs to be facilitated in a large scale towards benefiting all the countries from the successful experiments. He felt that it is indeed time for mobilizing adequate resources by the APMCHUD towards strengthening its secretariat and also for providing support to taking up innovative projects having replicability value in the region. Dr Markandey Rai emphasized that towards making the forthcoming 4<sup>th</sup> APMCHUD Conference at Amman a grand success, with participation of most of the Asia Pacific countries, it is necessary to promote the event in various forums such as World Urban Forum. Towards making the conference a success, he assured the full cooperation of UN-HABITAT the way the APMCHUD and Jordan desires, subject to the guidelines of cooperation on such events. Dr Markandey Rai also indicated that the UN General Assembly has approved holding of the III UN-HABITAT Conference in 2016 on the theme of Housing and Sustainable Urban Development. Accordingly, he opined that APMCHUD may take lead to formulate its views so as to share the same during this 2016 Conference of the UN-HABITAT.

With the above opening remarks, the agenda items were thereafter taken up for consideration.

### **Item No. 1: Ratification of the Minutes of the 3<sup>rd</sup> Meeting of the 3<sup>rd</sup> Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD)**

The Chief Coordinator mentioned that the minutes of the 3<sup>rd</sup> meeting of the 3<sup>rd</sup> Bureau had been circulated to the Hon'ble members and had also been placed in the website of APMCHUD. The Chief Coordinator mentioned that the Government of Republic of Korea has indicated that in the minutes, as part of 'Item No. 3: Follow-up action of the Solo Declaration and Implementation Plan (b) Report by member countries of the Working Groups on Coordination of activities as proposed in the Solo Declaration' it has been indicated that 'As regards Working Group No.4 on Financing Sustainable Housing and Urban Development, a detailed presentation was made on the progress of activities. .... The Hon'ble Minister, Republic of Korea further indicated that the first meeting of the Working Group on this aspect is likely to be held during the first half of next year'. On this, the Government of Republic of Korea has conveyed that in respect of the last line, what was intended was that the 'Republic of Korea will explain the progress of KSP (Knowledge Sharing Project) about affordable housing policy and new town development in the fourth APMCHUD meeting in October 2012' and accordingly has desired that the same may be incorporated. In view of the above, it is proposed that the last sentence would be replaced by the following : 'The Hon'ble Minister, Republic of Korea further indicated that the Republic of Korea will explain the progress of KSP (Knowledge Sharing Project) about affordable housing policy and new town development in the fourth APMCHUD meeting in October 2012.'

With the above modification, the minutes were ratified by the Bureau.

## **Enclosure to item No.1 (Page 5/11)**

### **Item No. 2 : Action taken report on the decisions of the 3rd Meeting of the 3<sup>rd</sup> Bureau held on 28th October, 2011 at Seoul, Republic of Korea**

The action taken report was presented by the Chief Coordinator.

In respect of Item No. 3 A – Report by the Secretariat, the Bureau was reported that the Secretariat has not received any further offer in regard to taking the lead role for the Working Group 3 on Delivery of MDGs for Water and Sanitation.

In respect of Item No.3-B on Report by member countries of the Working Groups on coordination of activities as proposed in the Solo Declaration, the Bureau noted the status and was further informed that the lead countries would be separately presenting the latest status as part of Item 3 in the current meeting.

In respect of Item No. 4 on Proposal for collaboration with various institutions towards promoting the APMCHUD agenda, the Bureau noted that no fresh proposal has been received, and the Republic of Indonesia would present one of its proposal as part of 'Item 5: Any other Items' with the permission of the Chair.

The actions taken in respect of Items 5 and 6 were noted by the Bureau.

### **Item No. 3 : Report by respective Lead member countries of the five Working Groups**

The lead countries presented the status reports in respect of all working groups except in respect of the Working Group III pertaining to Delivery of MDGs for Water and Sanitation, in respect of which the lead country is yet to be finalised.

In respect of the Working Group II on Upgrading of Slum and Informal Settlements, **H.E. Mr. Jamshid Noursalehi, Deputy Minister for International Affairs, Islamic Republic of Iran** presented the status. It was indicated that the Government of Iran has nominated a nodal agency for coordination of this activity namely the Iranian Urban Development & Revitalization Organization (IUDRO). It was further indicated that the First meeting of the Regional Slum Upgrading Working Group is proposed to be held in Tehran-Bandar Abass during 2-4, July, 2012. The first meeting proposes to discuss on aspects relating to identification of indicators for slums; formation of relevant databases for the indicators; collecting the policies of the regional countries for prevention of the formation and the up-gradating of slums and informal settlements; creation of a depository of the experiences of countries in slum upgrading implementation programmes; planning of exchange of experiences, findings and knowledge through visits and study tours to the projects in slums and informal settlements of the region's countries; and also identification of best practices. In view of the significant experience of India, as highlighted in the Hon'ble Indian Minister's address, the Iran delegation requested India to share the experience on this aspect in the proposed First meeting of the Regional Slum Upgrading Working Group. His Excellency further solicited the cooperation all the member countries for nomination of experts from respective countries so as to establish a full regional Virtual Scientific Advisory Board for this working group theme.



## **Enclosure to item No.1 (Page 6/11)**

In respect of the Working Group IV on Financing Sustainable Housing, **HE Mr Park Sang Woo, Deputy Minister for Housing and Land, Ministry of Land Transport & Maritime Affairs, Republic of Korea** detailed out the activities of the Korea Housing Finance Corporation (KHFC), which is the nodal agency in the country for extending housing finance. It was indicated that a 'Housing Finance Forum' has been formed with participation of the Ministry of Land, Transport and Maritime Affairs, Republic of Korea, Korea Research Institute for Human Settlements, Korea Housing Guarantee Company, Korea Housing Finance Corporation and the Operation Bank of National Housing Fund. It was indicated that the Housing Finance Forum would act as a platform to identify and document the key challenges for housing finance system in Asia-Pacific countries, provide an opportunity to learn about innovative and cutting-edge practices experienced in Korea, and to inform policy makers on sustainable housing finance system.

In respect of the Working Group V – Urban Development with a focus on Natural Disasters, **HE Mr Sri Hartoyo, Deputy Minister for Housing Finance, Ministry of Housing, Republic of Indonesia** indicated that a nodal agency has been identified which has undertaken a large number of seminars/programmes on related themes in association with local Institutions. The Hon'ble Minister presented that in the context of the rapid urbanization in the Asia Pacific Region and the increasing frequency of climate extreme events, APMCHUD needs to formulate a common Asia/Pacific urban adaptation vision and policy agenda for governments and urban communities based on more rationale land-use planning, more robust infrastructure, and flexible livelihood strategies, smarter and greener urban services that are equally accessible to all. This effort has to aim at optimizing the role of communities and the cities/local governments must involve experts, professionals, and community skilled practitioners and not work in isolation. It was highlighted that the Solo Implementation Plan proposed organize training programmes to mainstream climate change interventions at the local level, hold policy seminars on existing regional networks and initiatives on climate change to share experience and knowledge, and identification of an institution to serve as a focal point for the exchange of information and experience. HE Mr Sri Hartoyo further indicated that to promote adaption to climate change, Indonesia has established the National Agency for Climate Change (NACC), Community for Climate Change Adaptation (CCCA), Sustainable Urban Development Forum Indonesia (SUDFI), and Green Building Council Indonesia (GBCI). In addition, Indonesia has also established the National Agency for Disaster Management (NADM). His Excellency also indicated that in addition to various seminars and programmes on the aspects of community participation and disaster management, a number of documents on related aspects have also been prepared by the Government of Indonesia such as the National Action Plan of the Community for Climate Change Adaptation (CCCA), Guideline for Green City Development Program (Directorate General of Spatial Planning, Ministry of Public Works), National Economic and Environmental Development Study (NEEDS) for Climate Change (NACC, 2009), Index on Disaster Prone Areas in Indonesia (NADM), National Disaster Management Plan and Action Plan for disaster Rehabilitation and Reconstruction (NADM), and Guidelines for Greenship and Greenship Rating Tools (GBCI). The Hon'ble Minister also indicated that interactions are being proposed with various networks in the Asia Pacific region that focus on issues relating to human settlement development in the context of natural disasters and climate change.

## **Enclosure to item No.1 (Page 7/11)**

In respect of the Working Group I – Urban and Rural Planning and Management, **Mr Susheel Kumar, Joint Secretary (Housing), Ministry of Housing and Urban Poverty Alleviation, Government of India** presented the status report. It was indicated that the Government of India, subsequent to taking the leadership role for this working group, has nominated a coordinating Institution namely the Human Settlement Management Institute (HSMI) of the Housing & Urban Development Corporation Ltd (HUDCO). It was also highlighted that two International events have been organised in the recent past under the aegis of APMCHUD in association with relevant Institutions in Delhi. It was informed that the first event on the theme of 'Cost effective, energy efficient & ecologically appropriate building materials & technologies for housing' was organised in November, 2011 in New Delhi in conjunction with the India International Trade Fair. The seminar, primarily meant for SAARC countries, had a large number of participants from other countries as well, in view of the ongoing International Trade Fair in the same venue. The second event organised was an International Conference, in association with the National Housing Bank (NHB) of India and the Asia Pacific Union for Housing Finance (APUHF), on the theme of 'Growth with Stability in Affordable Housing Markets' held during January- February, 2012. This was attended by international participants from a large number of countries including from the Asia Pacific region. In addition to the specific events as above, India's innovative initiatives in the field of human settlements planning in the form of city development plans as part of the JNNURM programme, and also the suggestions of the National Advisory Council on a regional approach to settlement planning were highlighted. The paradigm shift in the city planning process, with the community evolving a collective vision for its future, was specially highlighted. The inclusive city development process through involvement of communities and especially the downtrodden, through the Rajiv Awas Yojana was explained.

Appreciating the efforts of the Lead countries, **HE Mr. Mohammed Sahib Al-Darraji, Minister of Construction & Housing Republic of Iraq** indicated that as of now, the Republic of Iraq is also facing the problems arising out of proliferation of slums in bigger cities. Being a concern area, the Government has adequate fund allocation for their orderly development. In this context, His Excellency offered that the relevant Working Group may like to consider assisting the Republic of Iraq in the orderly development of these slum settlements based on the experience in other countries. The Hon'ble Minister of Construction & Housing, Republic of Iraq further indicated that in its transition from the centralized to free market economy, the Government proposes to create a housing fund, which may be used to provide subsidized/interest free housing loan assistance to the beneficiaries for construction of houses. The Hon'ble Member suggested that the lead country/working group on Housing Finance may like to share its experience in this regard which would be helpful to the Republic of Iraq.

The Bureau appreciated the initiatives of the Lead countries in coordinating the activities of their respective working groups. The Bureau noted that the lead countries are required to prepare a document on their respective working group activities, which would be circulated during the 4th Conference of APMCHUD at Amman in October, 2012, and that in its last meeting, the Bureau had decided a time frame of August 2012 to finalize respective working group reports.

## Enclosure to item No.1 (Page 8/11)

### **Item No. 4 : Presentation by the Government of Hashemite Kingdom of Jordan on the preparations for the 4<sup>th</sup> APMCHUD Conference at Amman.**

**HE Eng. Mr Yahya Al Kisbi, Minister of Public Works & Housing, Hashemite Kingdom of Jordan** indicated that the role of youth in the development process is being increasingly felt in most countries. Towards ensuring sustainability of any initiative, it is necessary and important that the youth are in full knowledge and also are involved in such efforts. It is with the view to integrate them in the development process, in line with the broad indication provided by the Bureau in its last meeting, the theme for the 4<sup>th</sup> Conference of APMCHUD scheduled to be held during 16-18<sup>th</sup> October, 2012 at Amman has been proposed to be on the lines of '**Youth and IT and Sustainable Urban Development**'.

With regard to preparatory arrangements, the Hon'ble Minister informed that the Government was fully committed and geared up to hosting the event on the scale of past conferences held in Delhi, Tehran and Solo; and that an Organizing Committee has been constituted to coordinate and oversee preparatory activities. The Organizing Committee would be in touch with the permanent secretariat and member countries once the preliminary details and modalities were finalized. Indicating that the event would be used as a good opportunity for extensive interaction for the public and private sector as well, His Excellency explained that Jordan presents unique tourist locations for a memorable experience and requested all the member countries to participate in the 4<sup>th</sup> Conference of APMCHUD in October 2012.

The Bureau appreciated the ongoing efforts of the Government of Jordan for organisation of the event, and assured all cooperation towards successful conduct of the event. The theme for the Conference proposed by the UN Habitat and Government of Jordan, namely '**Youth and IT and Sustainable Urban Development**' was **unanimously approved by the Bureau** as a theme that had significant relevance and resonance for all the Member countries.

### **Item No. 5 : Any other item with the permission of the Chair.**

As part of the above two items were discussed.

a) **Proposal for collaboration with various Institutions towards promoting the APMCHUD Agenda:** The Bureau noted that as per the earlier decision, reputed Institutions are to be identified with which APMCHUD may foster collaboration in the field of housing and urban development. Already two Institutions from India have been identified namely 'The Energy Research Institute (TERI) and the Asia Pacific Union for Housing Finance (APUHF) which is functioning with its base at Delhi under the aegis of National Housing Bank (NHB). In addition to these, the Republic of Indonesia proposed entering into a Letter of Intent with the Regional Center for Community Empowerment in Housing and Urban Development (RCCEHUD) as well. It was also proposed by the Indonesia that the final Letter of Intent could be signed during the 4<sup>th</sup> APMCHUD conference at Amman, Jordan in October, 2012. This was agreed to and the Bureau further decided that the Secretariat may finalize the MoU's to be entered into with the identified three Institutions namely TERI and APUHF from India and the RCCEHUD from Indonesia, towards signing the same during the 4<sup>th</sup> APMCHUD Conference at Amman in October, 2012.

**Enclosure to item No.1 (Page 9/11)**

b) **Holding of the next (5<sup>th</sup>) meeting of the 3rd Bureau** : The UN-HABITAT representative indicated that the 5th World Urban Forum is scheduled to be held at Naples, Italy during 1-7th September, 2012, and extended an invitation to all the Hon'ble members of APMCHUD. It was further discussed that most of the countries of APMCHUD are represented in this event in the past. In view of the need to finalize the MoU's to be entered into with various identified institutions in October, 2012, and also to propagate participation of most Asia Pacific countries in the 4th APMCHUD Conference at Amman, it may be worthwhile to hold a Bureau meeting of APMCHUD during the World Urban Forum at Naples in Italy. The Chairperson of the meeting, the Hon'ble Minister of Public Works and Housing, Jordan also indicated that this would help in improving the participation of member countries in the APMCHUD's Amman conference, and the opportunity could be utilised for review of status of preparations as well. It was also felt that the working group reports by the lead countries to be circulated during the 4th APMCHUD Conference in Amman in October, 2012 which are expected to be ready by August 2012, could also be seen by the Bureau in case a meeting is held in September, 2012. The Bureau agreed with the suggestion to hold one more meeting at Naples during the World Urban Forum meet and decided that the Secretariat may interact with the UN-HABITAT for the exact dates of the World Urban Forum in Naples and formalize the arrangements.

The meeting ended with a vote of thanks to the Chair.

\*\*\*

**Enclosure to item No.1 (Page 10/11)**

**4<sup>th</sup> meeting of the 3<sup>rd</sup> Bureau of APMCHUD  
5-6<sup>th</sup> April, 2012  
Amman, Hashemite Kingdom of Jordan**

List of Participants:

**Hashemite Kingdom of Jordan**

HE Eng. Mr Yahya Al Kisbi, Minister of Public Works & Housing

**Republic of Iraq**

HE Mr.Mohammed Sahib Al-Darraj, Minister of Construction & Housing

**Islamic Republic of Iran**

H.E.Mr. Jamshid Noursalehi, Deputy Minister for International Affairs

**Republic of Indonesia**

HE Mr Sri Hartoyo, Deputy Minister for Housing Finance, Ministry of Housing

**Republic of Korea**

HE Mr Park Sang Woo, Deputy Minister for Housing and Land, Ministry of Land Transport & Maritime Affairs

**Islamic Republic of Pakistan**

HE Mr.Karman Lashari, Deputy Minister & Secretary, Federal Ministry of Housing and Works

**Republic of India**

Mr Susheel Kumar, Joint Secretary (Housing), Ministry of Housing and Urban Poverty Alleviation.

**UN-Habitat**

Dr Mr. Markandey Rai, Chief, Parliamentarians

**APMCHUD Secretariat**

Ms Aruna Sundararajan, Joint Secretary (RAY), Ministry of Housing and Urban Poverty Alleviation, Government of India & Chief Coordinator, APMCHUD

**Other Participants**

**Hashemite Kingdom of Jordan**

Mr Eng. Fares Juneidi, Director General, Housing & Urban Development Corporation (HUDC),  
Mr. Mahmoud Jamil, Deputy Director General, HUDC, Jordan  
Ms. Arch. Mai Asfour, Sr. Director of Housing Policies, HUDC, Jordan  
Mr. Eng. Samer Rsheidt, Advisor, Housing Policies, Jordan  
Mr Khaled Qtaishat, Public relations, HUDC, Jordan.

**Republic of Indonesia**

HE Mr Zainulbahar Noor, Ambassador of Indonesia in Jordan, Advisor  
Dr. Lana Winayanti, Assistant Deputy for Housing Finance Evaluation, Ministry of Housing  
and Program Manager Habitat Indonesia National Secretariat  
Mrs. Joerni Makmoerniati, MSc, Deputy Director for New Settlement Development,  
Directorate of Settlement Development, Ministry of Public Works  
Mr A.Fachruddin Hasan, Third Secretary, Indonesian Embassy in Jordan  
Mr Mohammad Siradj Parwito, Deputy Director for Sectoral Cooperation, Directorate of  
Economic Development and Environment , Ministry of Foreign Affairs

**Republic of Korea**

Mr Euh Ik-Sun, Ministry of Land Transport & Maritime Affairs (MoLTMA)  
Mr Jung Jae-won, Ministry of Land Transport & Maritime Affairs (MoLTMA)  
Mr. Chun Se-Chang, Ministry of Land Transport & Maritime Affairs (MoLTMA)  
Dr. Kang Minna, Ministry of Land Transport & Maritime Affairs (MoLTMA)  
Mr. Park Mi-seon, Ministry of Land Transport & Maritime Affairs (MoLTMA)

**Islamic Republic of Iran**

Mr Sadegh Sadeghpour, Expert, Ministry of External Affairs

**APMCHUD Secretariat, New Delhi**

Dr. P.Jayapal, Executive Director, HUDCO  
Mr. Rajesh Goel, General Manager, HUDCO

**Item No. 2 : Action taken report on the decisions of the 3<sup>rd</sup> Meeting of the 3<sup>rd</sup> Bureau held on 28<sup>th</sup> October, 2011 at Seoul, Republic of Korea**

Item No. (in the 4 <sup>th</sup> Bureau meeting agenda)	Action required as per decision in the 3 <sup>rd</sup> Bureau meeting	Status/Action taken
Item No. 3 : Report by respective Lead member countries of the five Working Groups	The Bureau appreciated the initiatives of the Lead countries in coordinating the activities of their respective working groups. The Bureau noted that the lead countries are required to prepare a document on their respective working group activities, which would be circulated during the 4th Conference of APMCHUD at Amman in October, 2012, and that in its last meeting (i.e 3rd meeting held at Seoul) , the Bureau had decided a time frame of August 2012 to finalize respective working group reports.	As per the proposal by the Host Country and the approval by the Hon'ble Chairperson, the date(s) for the 4th Conference of APMCHUD at Jordan has been revised to December 10-12, 2012 instead of October 16-18, 2012.  The status of the reports of the working groups has been proposed for discussion under a separate item.
Item No. 5 : Any other item with the permission of the Chair.  a) Proposal for collaboration with various Institutions towards promoting the APMCHUD Agenda: The	It was also proposed by the Indonesia that the final Letter of Intent could be signed during the 4th APMCHUD conference at Amman, Jordan in October, 2012. This was agreed to and the Bureau further decided that the Secretariat may finalize the MoU's to be entered into with the identified three Institutions namely TERI and APUHF from India and the RCCEHUD from Indonesia, towards signing the same during the 4th APMCHUD Conference at Amman in October, 2012.	Proposed for consideration as a separate Item in this meeting.
Item No. 5 : Any other item with the permission of the Chair.  b) Holding of the next (5 <sup>th</sup> ) meeting of the 3 <sup>rd</sup> Bureau:	The Bureau agreed with the suggestion to hold one more meeting at Naples during the World Urban Forum meet and decided that the Secretariat may interact with the UN-HABITAT for the exact dates of the World Urban Forum in Naples and formalize the arrangements.	The UN-HABITAT has graciously agreed to facilitate holding of this present meeting in the World Urban Forum Venue.

The above is placed for the information of the Hon'ble Bureau Members.

**Item No. 3 : Report by respective Lead Member countries of the five Working Groups on the Report to be presented in the forthcoming APMCHUD Conference**

The Bureau in its meeting held on 5<sup>th</sup> April, 2012 at Amman, Hashemite Kingdom of Jordan had decided that the Working Group reports as finalized by the respective Lead countries may be presented in the forthcoming APMCHUD Conference at Amman. It was also decided that the status could be reviewed in the current meeting.

The details of Working Groups and their Lead countries are as under:

WG I : Urban and Rural Planning and Management – Republic of India

WG II : Upgrading of Slum and Informal Settlements – Islamic Republic of Iran

WG III : Delivery of MDGs for Water and Sanitation – Yet to be decided

WG IV : Financing Sustainable Housing – Republic of Korea

WG V : Urban Development with a focus on Natural Disasters – Republic of Indonesia

The lead member countries may like to appraise the Bureau of the latest development on the respective Working Groups.



**Item No. 4 : Presentation by the Government of Hashemite Kingdom of Jordan on the preparations for the 4th APMCHUD Conference at Amman.**

During the 4<sup>th</sup> Meeting held at Amman, it was decided that the status of preparations for the upcoming 4<sup>th</sup> APMCHUD Conference may be reviewed during the meeting at Naples.

The Hon'ble Member from the Hashemite Kingdom of Jordan may like to brief the Bureau on the above.

**Item No.5: Information about the already approved agenda item relating to Organizational Issues for the forthcoming APMCHUD Conference**

A proposal for financial requirements and financing mechanisms for creating resource base for APMCHUD had been considered by the 3<sup>rd</sup> Bureau in its 2<sup>nd</sup> meeting held at Nairobi. The Bureau decided to place this matter before the forthcoming Conference of APMCHUD at Jordan.

A copy of the detailed item proposed to be taken to the APMCHUD Conference at Jordan which would be considered as part of the Organisational matters, is enclosed for information.

## **Enclosure to item No.5 (Page 1/6)**

Copy of Agenda on `Organizational Matters' considered by the 3<sup>rd</sup> Bureau in its second meeting held at Nairobi (as agenda item No.6 in that meeting) on 10<sup>th</sup> April, 2012.

"Item No. 6: Organizational Matters :

The Bureau in its last meeting decided that the Secretariat may work out the tentative financial requirements for supporting the manpower as approved in the Solo Conference, as well as for undertaking initial and preparatory actions in line with the Solo Implementation Plan. The Bureau had further decided that the financing mechanisms of some of the other intergovernmental bodies may also be looked into.

### a. Tentative Financial Requirements

The Solo Conference has decided the initial staffing of the Secretariat with the following skeletal staff including their levels as per UN Staffing pattern:

Chief Coordinator -	Level D1
Technical Expert 1-	Level P4
Technical Expert 2-	Level P4
Finance Clerk -	Level 4
Clerk Typist -	Level 3

Based on the latest salary structure for UN, the annual expenditure on manpower works out to about US\$ 350,000 for the above positions.

Further, it is estimated that about US\$ 80,000 would be needed as office expenses for the Secretariat.

It is also proposed to create a corpus for supporting and undertaking initial and preparatory actions pursuant to the Solo Implementation Plan with annual provision, which may be decided by the bureau.

## **Enclosure to item No.5 (Page 2/6)**

The tentative expenditure for the above works out as under:

Type of Expenses	Particulars	Level	No. of Post	Gross Annual Salary	Gross Annual Salary per head	Total Gross Annual Salary
<b>Expenses on Manpower</b>	Head of the Secretariat ©	D1	1		\$139,074	\$139,074
	Technical Experts ©	P4	2		\$94,268	\$188,536
	Finance Clerk*	4	1	Rs.569,830	\$12,663	\$12,663
	Clerk/Typist*	3	1	Rs.465,090	\$10,335	\$10,335
	Total staff expenses					
<b>Office Expenses</b>	9 International trips of the experts (3 each)			\$2,200	(\$1,200 Ticket +\$1,000 other expenses/DA) per expert	\$19,800
	Vehicles for 3 experts			\$3,000	per month	\$36,000
	Other Office expenses (lump sum) (in \$ terms)					\$30,000
<b>Contribution to Corpus</b>	\$2,50,000 for creating corpus for supporting studies & pilot projects as per APMCHUD Action Plan (Lump sum provision - to be deliberated)					\$250,000
<b>Total</b>						<b>\$686,408</b>
Average contribution needed from 69 members countries in APMCHUD						\$9,948
say						<b>\$10,000</b>

Considered Rs.45/- for \$1 as the conversion rate.

\* Latest Salary Revision as on 1st June 2010

© Latest Salary Revision as on 1st January 2011

Additionally, the cost of the premises of the Secretariat would be about US\$35,000 per annum@ \$5 per sft for the furnished space provided. This is currently being supported by the Government of India.

### **b. The financing mechanisms of other relevant inter-governmental bodies**

The financial mechanisms of G77, AMCHUD and MINURVI were studied and the provisions made by them are as under:

- a. Minurvi had traditionally two distinct secretariats, one political for policy and advocacy issues assigned to the chair from time to time and other a technical Secretariat run operated by ECLAC (Economic Commission for Latin American Countries) with support of UN-Habitat. The professional staff was drawn from both the organizations and was based at *Santiago de Chile*. Later both the secretariats were merged and were assigned to the chair, and accordingly formal support of ECLAC ended, which however continued to provide technical assistance. As such the costs are met by the hosting countries and other organisations providing technical professional and related help.
- b. G-77 has its secretariat in UN HQs at New York and has a compact staff positions. The members are expected to contribute a minimum of US\$ 5000 annually and richer countries able to afford more are expected to contribute significantly higher. Apart from the same the G-77 has created a The Perez-Guerrero Trust Fund for Economic and Technical Cooperation among Developing Countries (PGTF) which is a fund established for the purpose of supporting activities in economic and technical cooperation among developing countries (ECDC/TCDC) of critical importance to developing countries members of the Group of 77, in order to achieve national or collective self-reliance, to provide

## **Enclosure to item No.5 (Page 3/6)**

seed money for (i) financing pre-investment/feasibility studies/reports prepared by professional consultancy organizations in developing countries members of the Group of 77; and (ii) facilitating the implementation of projects. The fund is envisaged to be of US\$ 10 Million and so far US\$ 1.5 Million has been contributed by various countries.

- c. AMCHUD, established in 2005 is having its activities very similar to APMCHUD. The secretariat so far has been hosted by the Government of South Africa and its initiatives are supported through African Union, which has passed a resolution urging support to the AMCHUD. It also has an additional advantage of having the UN-Habitat HQs in Kenya for having access to logistical and technical support. In its recent conference at Bamako, Mali in November 2010, it has requested the UN-Habitat to host its secretariat in the interim period till they take a final decision on the location of the permanent secretariat. They have also resolved to contribute a sum of US\$ 10,000 annually by every member state.

In regard to APMCHUD, India has been catering to all the requirements of the Secretariat, ever since it was established in April, 2007. The Government of India has provided a large space in India Habitat Centre complete with all logistic facilities, where one of the meeting of the Bureau was also held in October 2008. It has also provided the services of its senior officials in manning the secretariat. The Chief Coordinator has been nominated by the Government of India at the level of Joint Secretary supported by two senior officials of HUDCO. The Travel and other expenses incurred for the activities of the secretariat have been met by the Government of India. The website of APMCHUD has been developed and maintained by the secretariat.

The Bureau may consider and deliberate on the following:

1. The total expenditure for the operation of the Permanent secretariat of the Bureau.
2. Contribution to the Corpus for supporting and undertaking initial and preparatory actions pursuant to the Solo Implementation Plan
3. Pattern of contribution by member countries

The Bureau may consider.”

## **Enclosure to item No.5 (Page 4/6)**

Copy of Minutes of the Agenda on `Organizational Matters' considered by the 3<sup>rd</sup> Bureau in its second meeting held at Nairobi (as agenda item No.6 in that meeting) on 10<sup>th</sup> April, 2012.

### “Item No. 6: Organizational Matters

The Chief Coordinator indicated that the Bureau in its last meeting had desired that the Secretariat may work out the tentative financial requirements for supporting the manpower as approved in the Solo Conference, as well as for undertaking initial and preparatory actions in line with the Solo Implementation Plan. In addition it was also decided that the financing mechanisms of some of the other intergovernmental bodies may also be looked into. Accordingly, details had been worked out as below:.

#### a. Tentative Financial Requirements

In regard to the tentative financial requirements for the initial staffing of the Secretariat as approved by the Solo Conference, the Chief coordinator indicated that the preliminary assessment based on the current UN salary structure for the approved man power positions works out to about US\$ 350,000. In addition, about US\$ 80,000 was estimated to be required as office expenses for the Secretariat. A tentative corpus of \$ 250,000 was also estimated to be required, for supporting and undertaking initial and preparatory actions pursuant to the Solo Implementation Plan. The Chief Coordinator indicated that the initial cost would thus work out to about US \$ 680,000 amounting to an approximate contribution of about US \$ 10,000 per annum by each of the member countries of APMCHUD. It was also indicated that additionally, the cost of the premises of the secretariat would be about US\$ 35,000 per annum, which at present is being supported by the Government of India.

#### b. Financing mechanisms of other relevant inter-governmental bodies

The Chief coordinator highlighted the financial mechanisms of other relevant inter-governmental bodies with similar functions. As regards the Latin American and Caribbean General assembly of Ministers and high Authorities on Housing and Urban Development (MINURVI), it was indicated that initially it had two separate secretariats, one political for policy and advocacy issues assigned to the chair from time to time; and the other, a technical Secretariat operated by the ECLAC (Economic Commission for Latin American Countries) with the support of UN-Habitat. Professional staffs were drawn from both the organizations, and were based at Santiago de Chile. Later, both the secretariats were merged and were assigned to the Chair, and accordingly formal support of ECLAC ended although it continued to provide technical assistance. The costs were hence met by the hosting countries, with other organizations providing technical professional and related support.

## **Enclosure to item No.5 (Page 5/6)**

As regards the financing mechanism of G-77, the Chief Coordinator indicated that G-77 has its secretariat in UN HQs at New York, and functions with a compact staff component. The members were expected to contribute a minimum of US\$ 5000 annually, with richer countries expected to contribute significantly more. The G-77 has also created the Perez-Guerrero Trust Fund for Economic and Technical Cooperation among Developing Countries (PGTF) which is a fund established for the purpose of supporting activities in Economic and Technical cooperation among developing countries (ECDC/TCDC). The ECDC/TCDC was of critical importance to developing countries, in order to achieve national or collective self reliance, as it provided seed money for both financing pre-investment/feasibility studies/reports prepared by professional consultancy organizations and to facilitate the implementation of projects. The fund is envisaged to be of US\$ 10 Million, so far US\$ 1.5 Million has been contributed by various countries.

As regards the financing mechanism of the African Ministerial Conference of Housing and Urban Development (AMCHUD), the Chief Coordinator indicated that having been established in 2005, the AMCHUD's secretariat so far has been hosted by the Government of South Africa and its initiatives are supported through African Union, which has passed a resolution urging support to the AMCHUD. In its recent conference at Bamako, Mali in November 2010, it has requested the UN-Habitat to host its secretariat in the interim period till they take a final decision on the location of the permanent secretariat. The AMCHUD has also resolved to contribute a sum of US\$ 10,000 annually by every member state.

The Hon'ble Member from Iran thanked the Government of India for its continued support in hosting the secretariat till date. He indicated that it is necessary to finalize the mode of financing in order to facilitate the regular functioning of the Secretariat. He also opined that over time, the requirement of such arrangements for supporting the working group secretariats would also emerge. In the context of the contribution to be made by each member country, the Hon'ble member highlighted the need to keep in view the diverse nature and resource ability of the member countries including the LDCs. The Hon'ble member also indicated that this issue may require consideration at the APMCHUD level, rather than be decided by the Bureau. The representative of Indonesia indicated that the proposed salary structure, possibility of contribution from the host country for operating the secretariat, and a minimum level of fixed annual contribution from all members with a higher level of contribution from countries which would be willing to contribute more, etc also need to be taken into account.

The view that the issue of contributions by the member countries would ideally need to be considered at the level of APMCHUD was agreed by the Hon'ble members and representatives from the Islamic Republic of Pakistan, Republic of Indonesia, and Hashemite Kingdom of Jordan.

## **Enclosure to item No.5 (Page 6/6)**

The Hon'ble Chairperson requested the inputs of the representative of UN-HABITAT on this important issue. The representative of UN-HABITAT Mr. Mohamed Halfani, Head, Urban Development Branch conveyed the best wishes of the Executive Director, UN-HABITAT for the success of the meeting. He noted that APMCHUD, since its establishment in 2006, had made substantial progress in various facets of its functioning and had held regular Bureau meetings, as well as the Conferences of APMCHUD. APMCHUD had made steady progress, from the initial Delhi and the Tehran Declaration to the Solo Implementation Plan He congratulated the Bureau and the Secretariat for the progress made and assured the support of UN-HABITAT in all endeavours of APMCHUD. With regard to firming up a financing mechanism for the APMCHUD and contribution by the member countries, Mr. Mohamed Halfani indicated that this would be an essential requirement for sustained functioning and progress of APMCHUD's activities. He further opined that the Bureau may discuss and evolve a broad pattern of financing the APMCHUD's secretariat and APMCHUD's activities, for consideration by the APMCHUD members.

The Hon'ble chairperson thanked the Government of India for its continued support for hosting the permanent secretariat at Delhi. In the context of the various views and suggestions expressed by the Hon'ble members, the chairperson proposed that this item be brought up for consideration in the next main conference of APMCHUD."



**Item No. 6 : Consideration of the Memorandum of Understanding proposed to be signed with identified Institutions**

The Bureau had decided that towards promoting cooperation and collaboration, the Secretariat of APMCHUD may solicit identification of such Institutions from the member countries for entering into appropriate Memorandum of Understanding for the same. So far, three institutions have been identified as under:

1. The Energy Research Institute (TERI), New Delhi, India
2. The Asia Pacific Union for Housing Finance based at new Delhi, India
3. Regional centre for Community Empowerment in Housing & Urban Development, (REECHUD), Bandung, Indonesia

During the 4th meeting of the Bureau held at Amman on 5th April, 2012, it was proposed by Indonesia that the final Letter of Intent could be signed during the 4th APMCHUD conference at Amman, Jordan. This was agreed to and the Bureau further decided that the Secretariat may finalize the MoU's to be entered into with the identified three Institutions namely TERI and APUHF from India and the RCCEHUD from Indonesia, towards signing the same during the 4th APMCHUD Conference at Amman. (MoU copies to be placed on Table)

The Bureau may consider.

**Item No. 7 : Any Other Item with the permission of the Chair**

**\*\*\*\*\***