

***Asia Pacific Ministerial Conference on  
Housing and Urban Development***



***Agenda papers for the  
Second Meeting of the  
3rd Bureau of APMCHUD***

***Nairobi, Kenya  
April 10, 2011***

**Agenda for the 2<sup>nd</sup> Meeting of the 3<sup>rd</sup> Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD)**

**Date : April 10, 2011  
Venue : Nairobi, Kenya**

Item No. 1	Adoption of the Minutes of the 1 <sup>st</sup> Meeting of the 3 <sup>rd</sup> Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD)
Item No. 2	Action taken report on the decisions of the 1 <sup>st</sup> Meeting of the 3 <sup>rd</sup> Bureau held on 29 <sup>th</sup> November, 2010 held at Bali, Indonesia
Item No. 3	Coordination of activities of the Five Working Groups by Member countries as proposed in the Solo Declaration.
Item No. 4	Proposal for collaboration with relevant institutions alongwith the proposals for association with TERI and APUHF
Item No. 5	Report on the Follow up actions in respect of Pacific Region.
Item No. 6	Organizational Matters
Item No. 7	Statement by the Chairperson at the 23rd Governing Council of UN-Habitat
Item No. 8	Any Other Item with the permission of the Chair

**Reference Documents :**

- **The Solo Declaration**
- **Solo Implementation Plan**

Item No. 1 : **Adoption of the Minutes of the 3<sup>rd</sup> Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD) held on 29<sup>th</sup> November, 2010 held at Bali, Indonesia**

The 1<sup>st</sup> meeting of the 3<sup>rd</sup> Bureau was held at Bali, Indonesia on 29<sup>th</sup> November, 2010. A copy of the Minutes of the Meeting is enclosed.

The Bureau may consider the Minutes for adoption.



**Minutes of the 1<sup>st</sup> Meeting of the 3<sup>rd</sup> Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD) held on 29 November 2010 at Bali, Indonesia**

The List of Participants is enclosed.

At the outset the, the Chief Coordinator welcomed the Hon'ble members of the Bureau to the 1<sup>st</sup> meeting of the 3<sup>rd</sup> Bureau of APMCHUD. He thanks the Government of Indonesia for hosting this meeting. He conveyed the regret of Ministers (Pakistan, Jordan, Iran, India, and Iraq) members of the 3<sup>rd</sup> Bureau of APMCHUD due to exigencies, and conveyed their best wishes for the success of the Bureau Meeting.

The Hon'ble Chairperson HE Mr. Suharso Monoarfa, State Minister for Housing, Government of the Republic of Indonesia welcomed the Hon'ble members of the Bureau to the 1<sup>st</sup> meeting. The Hon'ble Chairperson in his welcome remarks indicated that the APMCHUD serves as a forum and network to discuss matters related to housing and urban challenges at the regional level. The Hon'ble Chairperson highlighted that the discussion focuses on the attainment of the Habitat Agenda and the relevant MDGs targets. His Excellency further indicated that with the adoption of Solo Declaration and the Solo Implementation Plan APMCHUD achieved a milestone because now APMCHUD has set an agenda for action to empower communities for sustainable housing and urban development. The Hon'ble Chairperson also indicated that the Government of Indonesia has launched the Regional Center for Community Empowerment on Housing and Urban Development. The Hon'ble Chairperson indicated that the permanent Secretariat of Bureau APMCHUD in New Delhi should play an active engagement.

The Chief Coordinator reported that post Solo Conference, the Solo Declaration and the implementation plan have been uploaded to the APMCHUD website. The Secretariat requested active participation and full reports of the member countries on the Solo Implementation Plan. The Secretariat also informed the Bureau members some of the activities that have been initiated since the Solo Conference.

The Hon'ble Minister for Local Government, Urban Development, Housing and Environment, Government of the Republic of Fiji Islands, HE Mr. Samuela Saumatua, appreciated the Government of Indonesia for convening this meeting. His Excellency expresses the sympathy of the People and Government of the Republic of Fiji Islands to the Asia Pacific Countries that are suffering from various natural disasters.

The Deputy Minister for Housing and Land, Government of Republic of Korea, HE Mr. Sang Woo Park thanking the Government of Indonesia for hosting the meeting and the warm hospitality. His Excellency accepted the offer of the Bureau to host the Third Bureau Meeting in Republic of Korea sometime in the last quarter of 2011.

The Ambassador of Iran to Indonesia, HE Mr. Mahmoud Farazande expresses his appreciation to Government of Republic of Indonesia and wishes the success of the meeting. His Excellency apologizes that the Minister for Housing of Iran could not be here for the meeting. The ambassador conveyed the Iranian sympathy to the people of Indonesia for the natural disasters that have occurred in Indonesia.

Mr. Syed Sajjad Haider, Counselor from the Embassy of Pakistan in Jakarta indicated that HE Mr Rahamatullah Kakar, Hon'ble Minister is currently in Saudi Arabia and hence could not participate personally in the meeting. He highlighted the importance of this meeting and expresses his gratitude to the Indonesian Government for the generous hospitality to hold this meeting. His Excellency pointed it out that the region had the similar problems, therefore this forum could provide a good opportunity to interact and share ideas to tackle the problems faced by countries in the region.

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

- Item No. 1**
- a. Adoption of the Minutes of the 5<sup>th</sup> Meeting of the 2<sup>nd</sup> Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD)**
  - b. Adoption of the Proceeding of the 3<sup>rd</sup> APMCHUD Conference held at Solo, Republic of Indonesia held during 22-24 June, 2010.**

The minutes were confirmed for item agenda 1 (a) and accepted with slight amendments for item 1 (b). In regard to the proceedings of the 3rd APMCHUD, the Member from Iran indicated that the Working Group 3 was Chaired by Iran and the same needs to be corrected in the proceedings. With this correction, the proceedings were adopted. The Bureau was very appreciative of the Proceedings document brought out and put its appreciation on record.

## **Item no. 2 Report on Action Taken**

- a) Action Taken report on the decisions of the 5th meeting of the Bureau held on 23rd February, 2010 at Tehran, Iran**

The status of actions taken was outlined by the Chief Coordinator. The issue of location of the permanent secretariat, as decided by the 2nd Bureau, was considered by the APMCHUD in its 3rd Conference at Solo. It was also noted by the Bureau that the Solo Declaration had announced the establishment of the Permanent Secretariat of APMCHUD in New Delhi. The Bureau also noted that required actions in regard to the World Urban Forum and organization of a panel discussion on slum upgrading aspects in Solo Conference were duly completed.

**b) Follow-up actions taken subsequent to the 3rd Conference of the APMCHUD on 22-24th June, 2010 at Solo, Indonesia:**

The Bureau was reported in regard to the secretariat's actions including forging ties with TERI, APUHF and Water for Asian Cities.

The reports on Action Taken were noted by the Bureau.

**Item No. 3 Coordination of activities of the Five Working Group by Member countries as proposed in the Solo Declaration**

The Honorable Chair encouraged members of the bureau to play significant role and take leadership in these Working Groups. His Excellency informed that Iran has offered to take lead on related issues regarding urban slum upgrading.

HE Mr. Sang Woo Park from Republic of Korea has offered to take the lead on the Working Group on financing for sustainable housing. After deliberation it was decided that the Republic of Korea lead the Working Group on Financing Sustainable Housing and the Republic of Indonesia lead the Working Group on Climate Change.

The Bureau further decided that the Bureau members desirous of taking the lead role in respect of other working groups may indicate their willingness to the Secretariat which could be considered by the Bureau.

**Item No. 4 Solo Implementation Plan – Follow up actions**

The Honorable Chair indicated that the focus of the Bureau Meeting should emphasize on what would be next after Solo. His Excellency also noted that all of the five Working Groups are equally important in achieving the objectives of APMCHUD for the betterment of housing and urban development in Asia and Pacific.

The Chief Coordinator highlighted the actions by the Secretariat in regard to the cooperation with the Asia Pacific Union for Housing Finance (APUHF) and The Energy Resource Institute (TERI). He further indicated that if approved by the Bureau, a draft MOU shall be formulated to be considered by the Chairperson and the same could be signed during the next Bureau meeting.

The Delegation from Indonesia reported that the Government of Indonesia have established a Regional Center in Bandung, West Java where the main objectives of the regional center is to serve as a medium of information and knowledge exchange on community empowerment on housing and urban development issues. Further information on the Regional Center will be sent in a written report to the Secretariat.

Indonesia suggested that the Secretariat could cooperate with other institutions on consolidating global housing finance, e.g. Housing Finance Information Network ([www.HOFINET.org](http://www.HOFINET.org)). As the world's largest archipelagic nation, Indonesia is more focused

on climate change associated with the presence of small islands that are threatened. One form of cooperation that already exists is the inauguration of Indonesia - China Center for Ocean and Climate (ICCOC) in September 2010.

HE Col. Samuela Saumatua will report the follow up actions in a separate report to the Secretariat and will coordinate with countries in the Pacific region to come up with a strategy to work on the follow-up of the Solo Declaration.

The Chief Coordinator highlighted the actions by the Secretariat in regard to the possible cooperation with APHUF and the TERI on housing finance and climate change issues respectively. He further indicated that if approved by the Bureau, a draft MoU shall be formulated which shall be considered by the Chairperson and the same could be signed during the next Bureau meeting. The Chief Coordinator suggested that Indonesia, South Korea and other Bureau member countries may like to interact with the suggested Institutions and may formulate collaboration proposals which could be considered by the Bureau. The Bureau agreed to the same and decided to consider such proposals along with the proposals for association with TERI and APUHF in the next meeting of the Bureau.

**Item No. 5            Association with Cities Development Initiative for Asia - Agenda item on the request of the Republic of the Fiji Islands.**

Being a special item proposed by the Government of Fiji Islands, the Chairperson invited the Hon'ble Minister from Fiji to elaborate the same to the members. Hon'ble Minister highlighted the salient features of the Cities Development Initiative for Asia (CDIA). He suggested that similarly a number of opportunities for availing technical as well as financial resources are available which could be explored for the benefit of the member countries of APMCHUD.

APMCHUD will forge close cooperation with CDIA and other such activities. The Bureau also invited other members to suggest such other opportunities that may benefit the member countries of APMCHUD.

**Item No. 6            Administrative matters**

- **Permanent secretariat**
- **Issues for financial resources**
- **Working mechanism and relationship with other partners**

In regard to the permanent secretariat, the Chair indicated that the matter will be discussed in the next Bureau meeting after receiving further information on modalities.

In regard to issues for financial resources for APMCHUD, it was indicated that as of now, the Secretariat has been supported by the Government of India, and the events namely the APMCHUD Conferences and the Bureau meetings are being supported by the host

countries. The Bureau expressed that for taking up various initiatives as enlisted in the Solo action plan, it would be necessary to strengthen APMCHUD financially. It was also felt that the initial contributions would have to come from the member countries that could be supplemented by possible support from multi-lateral and other donor agencies.

Indonesia highlighted that modalities of financial resources should be discussed to determine member countries' contribution. APMCHUD could emulate other international organization, such as G77, in establishing obligatory pledge with voluntary and/or in-kind contribution as additional income. This was also supported by the Republic of Korea.

After discussions, it was 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 further decided that the financing mechanisms of some of the other inter-governmental bodies may also be looked into. The Bureau also desired that the item be put up for consideration in the next meeting of the Bureau with the details sought.

#### **Item No. 7      Other matters**

It is accepted by the member Bureau that the 2<sup>nd</sup> Bureau Meeting will be held in Nairobi during the sidelines of the UN-Habitat GC scheduled in the first quarter 2011. The third meeting would be held in Republic Korea in the last quarter of 2011 and the Fourth Bureau Meeting would be held in Jordan taking into account the preparation of the Fourth APMCHUD in 2012.

In view of the forthcoming 23<sup>rd</sup> Governing Council Meeting of the UN-Habitat in April 2011, the Chief Coordinator proposed that in line with the previous practice, the Chairperson may make a statement in the Governing Council meeting on behalf of APMCHUD. This was agreed by the Bureau.

The meeting ended with vote of thanks to the Chair and closing remarks by the Chair. His Excellency wishes that this meeting can further enhance opportunities to strengthen cooperation amongst Asia Pacific countries and the common efforts to follow-up the Solo Declaration and Implementation Plan.



**Delegation of the 1st Meeting of the Third Bureau of the  
Asia Pacific Ministerial Conference on Housing and Urban Development**

Date : 29th November, 2010

Venue : Bali, Indonesia

**Participants:**

H.E Suharso Monoarfa Chairperson  
State Minister for Housing  
Republic of Indonesia

H.E. Col. Samuela Saumatua  
Ministry for Local Government, Urban Development, Housing and Environment  
Republic of the Fiji Islands

Park, Sang Woo  
Ministry of Land, Transport and Maritime Affairs, Deputy Minister for Housing and Land  
Republic of Korea

Dr. Iskandar Saleh  
Ministry of Housing, Secretary  
Republic of Indonesia

H.E. Mr. Dr. Ismieal Shafeeq Muhsin  
Ambassador  
Republic of Iraq

H.E. Mahmoud Farazande  
Ambassador  
Islamic Republic of Iran

Sugandh Rajaram  
First Secretary, Embassy of India  
Republic of India

Mr. Syed Sajjad Haider  
Counselor, Embassy of Pakistan  
Islamic Republic of Pakistan

Shri S.K. Singh  
Chief Coordinator of the Secretariat APMCHUD

**Other Participants**

**Republic of Korea**

1. Shin, Bomee, Ministry of Land, Transport and Maritime Affairs, Deputy Director Housing Policy Division
2. Kim, Jung Ik, Land and Housing Institute, General Manager
3. Kim, Hyo Jung, Ministry of Land, Transport and Maritime Affairs, Interpreter

### **Islamic Republic of Iran**

1. Nabi Azadi, Embassy of Iran

### **Republic of Indonesia**

1. Ismanto, Senior Adviser, Ministry of Public Works
2. Kemal Taruc, Special Staff, Ministry of Housing
3. Oswar Mungkasa, Head of Planning and Budgeting Bureau, Ministry of Housing
4. Susmono, Secretary of Directorate General of Human Settlement, Ministry of Public Works
5. Lana Winayanti, Program Manager Habitat Indonesia National Secretariat and Deputy Director for Self-help Housing Policy Implementation, Ministry of Housing
6. Hadi Sucahyono, Program Manager Habitat Indonesia National Secretariat and Deputy Director for Policy and Strategy Preparation, Ministry of Public Works
7. Moh. Siradj Parwito, Deputy Director for Sectoral Development Cooperation, Ministry of Foreign Affairs
8. Agustaviano Sofjan, Deputy Director Finance Bureau, Ministry of Foreign Affairs

### **APMCHUD Secretariat**

1. P. Jayapal, HUDCO, Executive Director, Republic of India
2. Rajesh Goel, HUDCO, Chief Project, Republic of India

### **Observers**

1. Rahim Siahaan, Senior Advisor, Ministry of Housing
2. Amien Roychanie, Senior Advisor, Ministry of Housing
3. Tito Murbaintoro, Deputy for Housing Finance, MoH
4. Mirna Amin, Assistant Deputy for Large Scale Area Development, MoH
5. Iwan Nurwanto, Assistant Deputy for Housing Finance System, MoH
6. Eko D. Heripoerwanto, Assistant Deputy for Infrastructure Provision, Formal Housing Development, MoH
7. Baby Dipokusumo, Assistant Deputy for Self-help Housing Quality Improvement
8. Alisjahbana, Expert Staff Ministry of Housing
9. Ramalis Subandi, Expert Staff, General of Human Settlements, Ministry of Public Works
10. John Helmy, Expert to Minister for Housing
11. Imam Haryanto, Expert to Minister for Housing
12. Alfin, Deputy Director for Housing, Coordinating Ministry for Economic Development

**Item No. 2 : Action taken report on the decisions of the 1<sup>st</sup> Meeting of the 3<sup>rd</sup> Bureau held on 29<sup>th</sup> November, 2010 held at Bali, Indonesia**

<p>Item No. 1 – Adoption of the minutes of 5<sup>th</sup> meeting of the 2<sup>nd</sup> Bureau and the proceedings of the 3<sup>rd</sup> APMCHUD Conference</p>	<p>Correction in the proceedings in respect of the Chair of the Working Group 3, which was Chaired by Iran</p>	<p>The corrections have been incorporated in the proceeding and the revised version has been hosted on the website</p>
<p>Item No. 2 (a) - Action taken report on the decision of the 1<sup>st</sup> Meeting of the Third Bureau held at Bali, Indonesia</p> <p>Item No. 2(b) - Follow-up actions taken subsequent to the 3rd Conference of the APMCHUD on 22-24th June, 2010 at Solo, Indonesia:</p>	<p>The bureau noted the actions</p>	<p>No further action required</p>
<p>Item No. 3 - Coordination of activities of the Five Working Groups by Member countries as proposed in the Solo Declaration</p>	<p>The Bureau decided that the Bureau members desirous of taking the lead role in respect of other working groups may indicate their willingness to the Secretariat which could be considered by the Bureau.</p>	<p>The Secretariat has requested all the other bureau members, apart from Iran, Indonesia and Korea, to consider taking the lead role in one of the working groups on “Urban and Rural Planning and Management” and “Delivery of MDGs for Water and Sanitation”, However, the Secretariat has not yet received any firm confirmation from the bureau member countries. The issue is proposed to be discussed in the current meeting.</p>
<p>Item No. 4 - Solo Implementation Plan – Follow-up actions</p>	<p>In regard to the proposal for forging close association with relevant institutions and</p>	<p>The Secretariat has not received any proposal from the member countries in this regard, so far. The issue is proposed to be discussed in</p>

	<p>APMCHUD, the Bureau decided to consider proposals for collaboration, as may be suggested by the Bureau Member countries, along with the proposals for association with TERI and APUHF in the next meeting of the Bureau.</p>	<p>the current meeting.</p> <p>The Secretariat has also taken up with HOFINET, CDIA, APRN etc. towards the same.</p>
<p>Item No. 5 - Association with Cities Development Initiative for Asia - Agenda item on the request of the Republic of the Fiji Islands</p>	<p>APMCHUD will forge close cooperation with CDIA and other such activities. The Bureau also invited other members to suggest such other opportunities that may benefit the member countries of APMCHUD.</p>	<p>The Secretariat has initiated correspondence with CDIA in this regard and CDIA has indicated that they would be happy to identify areas for possible collaboration and would be having detailed discussions on the issue of collaboration during their upcoming visit to India.</p>
<p>Item No. 6 – Administrative Matters</p> <ul style="list-style-type: none"> <li>- Permanent Secretariat</li> <li>- Issues for Financial Resources</li> <li>- Working Mechanism and relationship with other partners</li> </ul>	<p>it was 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.</p>	<p>The estimated expenditure on manpower based on the standard UN salary pattern as updated by UN, has been prepared.</p>

	<p>The Bureau further decided that the financing mechanisms of some of the other intergovernmental bodies may also be looked into. The Bureau also desired that the item be put up for consideration in the next meeting of the Bureau with the details sought.</p> <p>.</p>	<p>The Secretariat has also studied the financing mechanisms of G77, AMCHUD (African Ministerial Conference on Housing and Urban Development) and MINURVI.</p> <p>The details are being put up to the Bureau in the current meeting.</p>
<p>Item No. 9 - other matters</p>	<p>The Bureau decided that the 2<sup>nd</sup> Bureau Meeting will be held in Nairobi during the sidelines of the UN-Habitat GC.</p> <p>The Bureau agreed that the Chairperson may make a statement in the Governing Council meeting on behalf of APMCHUD.</p>	<p>In pursuance of the decision, the current meeting is being held at Nairobi.</p> <p>The Secretariat has taken up with UN-Habitat for a slot in the Governing Council program for the same. The UN-Habitat has agreed to the request of the APMCHUD and has decided to provide a five minutes intervention slot for the Hon'ble Chairperson in the High Level Segment.</p> <p>Further, the Secretariat has drafted a statement to be made by the Hon'ble Chairperson, which is being placed as an item for consideration in this meeting.</p>

**Item No. 3: Coordination of activities of the Five Working Groups by Member countries as proposed in the Solo Declaration.**

The Solo Declaration and the Action Plan envisages the governments in the region to take up various actions identified at Solo at APMCHUD III. The Declaration incorporated the agreement of the member countries on `continuation of the activities of the Five Working Groups, the Secretariat of which to be hosted by volunteer member countries.

The five working group comprise of as follows:

- WG1 Urban and Rural Planning and Management
- WG2 Upgrading of Slum and Informal Settlements
- WG3 Delivery of MDGs for Water and Sanitation
- WG4 Financing Sustainable Housing
- WG5 Urban Development with a focus on Natural Disasters

As of now, the coordination of the following working-groups have been agreed upon as under:

- WG2 Upgrading of Slum and Informal Settlements – Islamic Republic of Iran
- WG4 Financing Sustainable Housing - Republic of Korea
- WG5 Urban Development with a focus on Natural Disasters – Republic of Indonesia

Further, the Bureau in its last meeting at Bali had desired that for the coordination of the Sub-Groups, not yet taken up by the member countries, the Bureau Member could indicate their choices to the Secretariat. The Secretariat has requested all the other bureau members, apart from Iran, Indonesia and Korea, to consider taking the lead role in one of the working groups on “Urban and Rural Planning and Management” and “Delivery of MDGs for Water and Sanitation”,

However, the Secretariat has not received any firm commitment from any Bureau member country in this regard. Some members have sought clarifications on the exact responsibility for taking up such role.

The Bureau may consider whether such request may be made to all the members of APMCHUD also besides the Bureau Member countries. Also the Bureau may like to deliberate on the nature of role expected from the coordinating members, for facilitating taking up such responsibilities.

The Bureau may consider.

**Item No. 4: Proposal for collaboration with relevant institutions alongwith the proposals for association with TERI and APUHF**

The Bureau in its last meeting while discussing the possible collaboration with relevant institutions like TERI (The Energy and Resources Institute) and APUHF (Asia Pacific Union for Housing Finance), the Bureau decided to consider these proposals for collaboration, along with other such relevant proposals, as may be suggested by the Bureau Member countries. The secretariat, so far, is yet to receive any such proposal from any Bureau member country.

The Secretariat has initiated correspondence with HOFINET, CDIA, APRN etc. as decided in the last bureau meeting. In this regard CDIA has indicated that they would be happy to identify areas for possible collaboration and would be having detailed discussions on the issue of collaboration during their upcoming visit to India.

It is proposed that the bureau may extend another request to all members of the APMCHUD to consider identifying relevant institutions, whose association with APMCHUD may facilitate implementation of the agenda of the APMCHUD.

The proposals could then be considered by the Bureau in its subsequent meeting along with the earlier proposals for TERI and APUHF.

The Bureau may consider.

**Item No. 5: Report on the Follow up actions in respect of Pacific Region.**

The Bureau, in its last meeting at Bali had agreed that the Hon'ble member from Fiji, HE Col. Samuela Saumatua will report the follow up actions in a separate report to the Secretariat and will coordinate with countries in the Pacific region to come up with a strategy to work on the follow-up of the Solo Declaration.

The Hon'ble Member from Fiji may brief the Bureau on the progress in this regard.



## 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.

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
Expenses on Manpower	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					\$350,608
Office Expenses	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
Contribution to Corpus	\$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 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

**Item No. 7: Statement by the Chairperson at the 23rd Governing Council of UN-Habitat**

In the first meeting of the Third Bureau, the Bureau agreed that the Chairperson may make a statement in the Governing Council meeting on behalf of APMCHUD. In pursuance of the same, a statement was drafted by the secretariat and has been submitted to the chair. The statement is placed (to be sent separately or would be placed on the table during the meeting) for the consideration of the Bureau for being presented by the Chairperson on behalf of the countries in the Asia-Pacific region.

The Bureau may authorize the statement to be presented and placed by the Chairperson at the twenty-third Governing Council of UN-Habitat at Nairobi during April 11-15, 2011.

The Bureau may consider.

Item No. 8: **Any Other Item with the permission of the Chair**

## THE SOLO DECLARATION

### THE THIRD ASIA PACIFIC MINISTERIAL CONFERENCE ON HOUSING AND URBAN DEVELOPMENT (APMCHUD)

We, the Asia-Pacific Ministers responsible for housing and urban development, meet in Solo, Indonesia, on 22 – 24 June 2010, to address the challenges of housing and urbanization in Asia and the Pacific:

*Express* our sincere gratitude and appreciation to the Government of Indonesia for the excellent arrangements of the Third Asia Pacific Ministers' Conference on Housing and Urban Development (APMCHUD) and our appreciation to the people of the Republic of Indonesia for their warm hospitality,

*Announce* the establishment of the Permanent Secretariat of the Asia Pacific Ministers' Conference on Housing and Urban Development (APMCHUD) in New Delhi and express our appreciation for its efforts towards the progress made in implementing the Delhi Declaration and Tehran Declaration, and to UN-HABITAT for its continued support to the Conference and its works in the region,

*Express* our sincere gratitude to the Islamic Republic of Iran for hosting the Second APMCHUD, and for its serious and perseverant chairmanship in the APMCHUD bureau,

*Recognize* the importance of the Delhi Declaration and Tehran Declaration,

*Also recognise* the importance of the Pacific Urban Agenda as adopted at the South Pacific Forum Countries in 2007,

*Express concerns* on the impacts of economic crisis and climate change towards the achievements of the Millennium Development Goals (MDGs), with the possibility of significantly harming MDGs commitment indicators in some countries, and the need for additional efforts,

*Express concern* about the significant humanitarian situation in the Gaza Strip, in which poses extraordinary challenges associated with the rehabilitation of destroyed housing, property and infrastructure, in addition to the continued deterioration in the human settlements and the housing conditions in the occupied Palestinian territory, and the need to enable rapid recovery and reconstruction alongside humanitarian interventions, including concerted efforts for the smooth flow of building materials in accordance with guidelines agreed upon by all parties,

*Recognize* the important role of local stakeholders, including the poor and vulnerable groups with due attention to the needs of women and children in achieving sustainable urbanization,

including addressing the challenges posed by climate change and the economic crisis; and the need to increase stakeholder capacity to support the process of sustainable urbanization,

*Realize* the challenges of cities and human settlements in sustainable development and the growing need for urban-led development, which includes comprehensive strategies for rural-urban linkages and focus on local potentials and community aspirations, as well as promoting energy efficient development through the diversification of energy resources, including the peaceful use of nuclear energy towards sustainable urban development,

*Take note* the importance to strengthen cooperation between member countries in developing disaster prevention mechanism as well as emergency, reconstruction and recovery of areas damaged by disasters and extreme climate-change related events,

*Recognize* that cities around the Asia-Pacific region rely on the knowledge of their citizens, their institutions and their firms and enterprises to support sustainable development and there is already a wealth of development experience and knowledge, of which needs to be captured, share and disseminated more effectively for the benefit of our partners in development.

*Cognizant* of the current challenges and opportunities in the region:

1. *Acknowledge* the need to develop policies and strategies to empower communities for sustainable urbanization;
2. *Agree* to develop database and information systems; knowledge, innovation and learning networks between cities and countries in order to provide and serve local needs to support sustainable urbanization;
3. *Agree to promote* the utilization of the capacity of the Regional Centre for Knowledge and Learning Network for Community Empowerment in Housing and Urban Development at existing centres in Indonesia and encourage other countries to take similar initiatives in order to strengthen APMCHUD's role as hub for knowledge in sustainable urbanization.
4. *Agree* to increase and accelerate capacity of stakeholders for integrated, participatory and inclusive planning by developing cooperation on tools and instruments for planning and governance to achieve sustainable urbanization;
5. *Agree* to strengthen poverty alleviation programmes in the urban system, especially facilitating access of the poor to the basic infrastructure provision, social and economic resources, through community empowerment and improved security of tenure;
6. *Invite* Governments to promote indicators on sustainable development for water supply and sanitation, housing, urban services, suitable with the local conditions; and urge governments to create an enabling environment through policies and actions to achieve sustainable urbanization;
7. *Urge* the Asia Pacific Community to minimize wars and conflicts in the region and make cities peaceful and liveable places for future generations;
8. *Recommend* to incorporate the impacts of climate change in spatial planning at the macro and micro levels;

9. *Take note* on the outcome of the Fifth World Urban Forum and call upon the next World Urban Forum to promote sustainable and harmonious urbanization, with an emphasis to cope with the negative impact of economic crisis and climate change;
10. *Agree* to analyze various policies adopted by planners to address the challenges of housing and urbanization which could lead to possible regional cooperation mechanism;
11. *Adopt* the Solo Implementation Plan resulting from the five Working Groups as attached;
12. *Agree* on the continuation of the activities of the five Working Groups, the Secretariat of which to be hosted by volunteer member countries. The five working group comprise of as follows:
  - WG1 Urban and Rural Planning and Management
  - WG2 Upgrading of Slum and Informal Settlements
  - WG3 Delivery of MDGs for Water and Sanitation
  - WG4 Financing Sustainable Housing
  - WG5 Urbabn Development with a focus on Natural Disasters
13. *Endorse* the composition of the 3rd Bureau of APMCHUD with its members being Ministers representing:
  - a. Republic of Indonesia
  - b. Islamic Republic of Iran
  - c. Republic of the Fiji Islands
  - d. Republic of India
  - e. Republic of Iraq
  - f. Hashemite Kingdom of Jordan
  - g. Republic of Korea
  - h. Islamic Republic of Pakistan
14. *Request* the current chair of APMCHUD to ensure the implementation of this declaration in collaboration with other members of the Bureau, the APMCHUD Secretariat and the UN-Habitat Secretariat and look forward to receiving regular updates.
15. *Welcome* the offer by the Government of the Hashemite Kingdom of Jordan to host the 4th Asia-Pacific Ministerial Conference on Housing and Urban Development in 2012.

Adopted in Solo on 24 June, 2010.



## THE THIRD ASIA PACIFIC MINISTERIAL CONFERENCE ON HOUSING AND URBAN DEVELOPMENT (APMCHUD)

**Solo, Central Java, Indonesia, June 22-24, 2010**

### ANNEX SOLO IMPLEMENTATION PLAN

#### **Introduction**

In order to implement the Solo Declaration, Ministers of Housing and Urban Development of the Asia Pacific region have agreed to take a number of concrete actions in each of the five areas addressed by the working groups. Some of these actions are precisely defined while others remain to be further elaborated. Individual governments have committed themselves to join particular actions and inform the APMCHUD Secretariat accordingly within the year 2010.

Ministers of Asia Pacific will cooperate as follows:

#### **1. Community Participation in Planning and Governance**

Community participation is differently understood and practices in the different countries of the region with varying degree of results. There has not been enough information exchange and networking on community participation experiences in the region.

#### **Actions**

Governments will strengthen community participation in planning and governance by:

- Passing relevant policies and legislation for ensuring community participation in Housing and Urban Development projects at local and national levels that will benefit all parties concerned, particularly the communities.
- Setting up regional management information centers to develop networking activities including establishing cooperation with relevant networks, conducting training, and follow-up actions in the Asia Pacific region.
- Identifying and publishing best practices and lessons learned on community participation.
- Undertaking impact assessment of community participation and identification of the benefits at all levels periodically.
- Establishing inter regional and cities awards on community participation among Asia Pacific countries on housing and urban development projects

## 2. Participatory Urban Slum Upgrading

Despite fruitful initiatives undertaken in the region, Asia Pacific accounts for 60% of the world's urban slum dwellers. There is an urgent need in the region to scale-up creative and sustainable solutions. The slum dwellers should be recognized and empowered as major actors of improving their housing and living conditions, and governments should take a facilitating role. Ministers will share experiences, lessons and innovation in City to City cooperation for further replication and adoption in each context.

### *Actions*

- Government will analyse and disseminate a wide range of slum upgrading innovative options including on tenure security, strengthening the financial networks for slum upgrading programmes and formalizing people-based approach as part of the planning process.
- Ministeries will initiate the formulation, adoption and implementation of Slum Upgrading Policies to be further mainstreamed in the national development policy. The APMCHUD Secretariat will monitor progress in collaboration with UN-Habitat (ROAP).
- The delegations of India, Indonesia and Thailand have shown interest to receive study tours on participatory slum upgrading programmes. APMCHUD Secretariat will facilitate the visits and report the results in the next APMCHUD meeting.
- Indonesia will expand its Research Institute for Human Settlements into a regional center on community empowerment in slum upgrading.

## 3. Working Group on Delivery of MDGs for Water and Sanitation

In Asia drinking water supply is progressing well, however there is a felt need for increasing water efficiency gains through various means of water demand management practices, desalination and reuse and recycling of wastewater treatment. Most countries in Asia are not on track to meet the sanitation MDG target. Access to safe sanitation is significantly lower than access to clean water. Therefore there is urgent need for community-based approaches to speed up the process for sustainable sanitation. Several actions have been proposed to meet this challenge. Very limited wastewater is treated resulting in contamination of water resources, hence there is an urgent need for focusing on wastewater treatment.

### *Actions*

Governments will:

- Establish a centre of excellence on Water and Wastewater for Asia and the Pacific for knowledge sharing and technology transfer at national and regional levels. The centre will be established in two years (The Islamic Republic of Iran has offered to host the centre and UN-Habitat will lend possible support). The centre will be linked to a network of national and sub regional centres of excellence for both water and

wastewater. The centre will organize one international workshop and two regional training programmes in two years and two international workshops and four regional training programmes in five years.

- Conduct exchange visits for studying successful community-based sanitation, water and wastewater solutions and implement pilot demonstration projects in three Asia countries in two years and six countries in five years (Indonesia has offered to facilitate study visits and UN-Habitat under Water for Asia Cities programme will support such visits for knowledge sharing and best practices).
- Increase investment flows into the sanitation, water and wastewater sector from national budget, national and international financing institutions, domestic and international NGOs, private sector by end of two years in three countries and by end of five years in six countries (UN-Habitat's Water for Asian Cities Programme will facilitate sector investment in interested countries in Asia).

#### **4. Financing Sustainable Housing and Urban Development**

Asian countries are experiencing rapid growth of urban population that has put great challenges on cities and countries to provide adequate housing and urban infrastructure for all. The challenges of providing adequate and sustainable housing and urban infrastructure finance concentrate in low and middle income groups. The current housing and urban infrastructure finance systems do not adequately address the financing issues for low and middle income groups. There is a need to recognize different approaches to address the housing needs of different groups, including empowering people and communities for sustainable housing and urban infrastructure.

##### ***Actions***

- Governments will enable formal financial institutions to lend to low-income people and informal sector. This will include to:
  - Review and reform current regulations which hinder lending to low-income people and the informal sector;
  - Initiate pro-poor financing instruments including guarantee, insurance and compulsory savings for housing schemes by national governments and financial institutions;
  - Establish national pilot liquidity facilities to support low-income housing lending programmes.
- Governments will strengthen the housing information systems to develop a holistic approach to housing finance. This will include to:
  - Establish a knowledge clearing housing on housing finance issues, utilizing existing institutions such as Asia Pacific Housing Finance Network, Asia Pacific Housing Research Network and Asian Real Estate Society.
  - Promote integrated housing finance policies by national governments, considering the linkages between informal and formal housing finance,

between micro-finance and macro-finance, and between housing and economic development.

## 5. The Role of Communities in Addressing Climate Change

Given that the whole of Asia Pacific is witnessing rapid urbanization, increasing frequency of climate extreme events and sea level rise and related threats, 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, flexible livelihood strategies, smarter and greener urban services that are equally accessible to all. To optimise communities' role in achieving the above, cities/local governments must involve experts, professionals, and community skilled practitioners and not work in isolation in order to take appropriate actions.

### *Actions*

Governments intend to:

- Organise a training programme to mainstream climate change interventions at the local level. It will:
  - Bring together experts, professionals, research institutes, private actors and community stakeholders to discuss and exchange information and resources for climate change adaptation/mitigation at the local level.
  - Produce guidelines for addressing climate change at the local level.
  - Improve current local risk management/measures in response to climate vulnerability and enhance community participation in hazard mapping including climate hazards.
- Hold a policy seminar with existing regional networks and initiatives on climate change to share experience and knowledge. This will aim at:
  - Operationalizing a regional platform through more effective multilateral cooperation and resource mobilization.
  - Creating partnerships among cities, encouraging awareness and prioritizing climate change interventions, exchanging best practices and documenting lessons learned and sharing them.
  - Strengthening local action plans into the national policies in harmony with regional interest to address the climate change impacts.
- Identify an institution to serve as a focal point for the exchange of information and experiences on climate change best practices and lessons learnt in the region.