

# Cities Alliance

Cities Without Slums

Cities Alliance Executive Committee Meeting  
25-26 October 2010  
Paris, FRANCE  
Summary

## I. Attendance

**Executive Committee:** Messrs. Bender (BMZ/GTZ), Baehring and Schuck (GTZ); Berg (Norway); Maphisa (South Africa); Gateau (Chair) and Saiz (UCLG); Bouzar, Smaoun, Svenningsen (UNEP); Biau (UN-Habitat).

**Apologies:** Chile

**Secretariat:** Messrs. Cobbett, Henderson, Meinert and Milroy

**Venue:** UNEP Paris Office, 15 rue de Milan

**See Annex I for Final Meeting Agenda**

## II. Opening and Welcome

UNEP – Khalida Bouzar, Deputy-Director, DTIE

## III. Charter Discussion

The Executive Committee held in depth discussions and made revisions to the draft Charter of Cities Alliance which were finalised and circulated at the meeting (see Annex II). Members agreed to send any further comments to the Secretariat by Friday 29 October, which was subsequently extended to 3 November 2010. It was agreed that final comments from EXCO members as well as those received from the World Bank legal team would be presented and discussed in Mexico City at the next EXCO meeting, 15 November 2010.

## IV. Other Business

UCLG presented the preparations for the forthcoming World Congress in Mexico City and encouraged the active participation of the Cities Alliance members.

The Secretariat Manager presented the current staffing plan of the Secretariat, including current turnover and new hires.

EXCO requested the Secretariat to present a paper on the Cost of Grant Administration at the next EXCO meeting in Mexico City (November 15, 2010).

EXCO requested the Secretariat to present a paper on Post Conflict Fragile States at the next EXCO meeting in Mexico City (November 15, 2010).

**V. Next Meeting: 15 November 2010**

Hilton Hotel Reforma

Avenida Juarez #70, Mexico City, Mexico

## ANNEX I

**The Cities Alliance  
Executive Committee Meeting, 25-26 October 2010**

**AGENDA**

**Venue: UNEP Paris Office, 15, rue de Milan, Paris Cedex 09, Paris 75441, FRANCE**

<b>MONDAY, 25 OCTOBER 2010</b>		
<b>12h00</b>	<i>Tea/Coffee</i>	<i>Venue: Top Floor Meeting Room</i>
<b>13h00 –13h30</b>	Opening and Welcome <ul style="list-style-type: none"> <li>➤ Khalida Bouzar, UNEP Deputy -Director, Division of Technology, Industry and Economics (DTIE)</li> <li>➤ Elisabeth Gateau, UCLG Secretary General and EXCO Chairperson</li> <li>➤ William Cobbett, Manager Cities Alliance</li> </ul>	
<b>13h30 – 14h30</b>	<b>Charter Presentation</b> <i>William Cobbett, Secretariat</i>	<i>Secretariat: William Cobbett/Kevin Milroy (Handouts: Charter)</i>
<b>14h30 – 15h30</b>	<b>Member Discussion</b>	
<b>15h30 – 16h00</b>	<i>Tea/Coffee break</i>	<i>Chair: Elisabeth Gateau</i>
<b>16h00 – 17h30</b>	<b>Member Charter Discussion continued</b>	<i>Gateau</i>
<b>17h30 – 18h00</b>	<b>Summary of Decisions and Conclusion</b>	<i>TBC</i>
<b>20h00</b>	<b>Dinner Hosted by the Secretariat</b>	
<b>TUESDAY, 26 OCTOBER 2010</b>		
<b>08h30 -09h00</b>	<i>Tea/Coffee</i>	<i>Chair: Elisabeth Gateau</i>
<b>09h00-09h30</b>	<b>Summary of 25 October discussion</b>	<i>Gateau</i>
<b>09h30-11h00</b>	<b>Member Charter Discussion continued</b>	
<b>11h00-11h30</b>	<i>Tea/Coffee Break</i>	
<b>11h30-12h30</b>	<b>Adopting of EXCO Recommendations to the CG on the Cities Alliance Charter</b>	
<b>12h30 –14h00</b>	<i>Lunch</i>	
<b>14h00 – 15h00</b>	<b>Preparations for the CG Meeting: Mexico City November</b> <ul style="list-style-type: none"> <li>➤ EXCO meeting 15<sup>th</sup> November</li> <li>➤ Cities Alliance role in UCLG World Congress</li> </ul>	<i>Secretariat: William Cobbett (Handouts: Staffing Update)</i>
<b>15h00-15h30</b>	<b>Secretariat Staffing Update</b> <i>William Cobbett, Secretariat</i>	
<b>15h30 – 16h00</b>	<b>Any other business and Concluding statements</b>	

ANNEX II

# Cities Alliance

## CHARTER

*DRAFT*

26 October 2010

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## **The Cities Alliance is a global partnership for urban poverty reduction and the promotion of the role of cities in sustainable development.**

In the last 20 years, the world urban population has grown from 2.25 billion to 3.5 billion. It is expected that it will reach 4.9 billion in 2030. On the other hand, the annual urban growth rate is declining in many parts of the world, reflecting the advancement of the urban transition.

Local governments have grown in importance in recent decades and their role is widely recognized, but their political, institutional and financial resources and powers do not match their mandate. Urban governance and decentralization have progressed in all regions of the world to the benefit of urban dwellers. However, local government capacities remain underdeveloped in many countries, particularly in secondary cities, and there is enormous room for south-south and city-to-city cooperation for urban development.

Economically and culturally, cities are effective engines of growth and innovation allowing people to access a variety of job opportunities and personal development at large scale. However, especially in low income countries, many of these jobs are provided by the informal sector and decent work remains a challenge in many cities.

Cities, large and small, are also places of growing inequalities and sometimes of squalid poverty, in terms of both income poverty and inadequate access to shelter and basic services. But their neighborhoods are often marked by human solidarities, community networks and citizen initiatives.

By their density, compact cities offer the potential for sustainable development and the efficient use of natural resources. But most cities witness harmful environmental pollution hazards. They are a major contributor to and victim of climate change and related disasters. Sustainable urban development strategies should be matched by adequate investment and resources.

The Cities Alliance is a global partnership for urban poverty reduction and the promotion of the role of cities in sustainable development. It aims at supporting cities, local and national governments and their partners<sup>1</sup> in the developing world in addressing the above challenges to capture the gains of urbanization and taking advantage of the above opportunities, for the benefit of their citizens.

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<sup>1</sup> Partners include civil society organizations, NGOs, university and research institutes, private enterprises, etc.

## Cities Alliance Objectives

Cities Alliance is governed by three over-arching objectives:

- To strengthen and promote the role of cities in poverty reduction, and in sustainable development; and
- To capture and strengthen the synergies between and among members and partners; and
- To improve the quality of urban development cooperation and lending.

The Cities Alliance is primarily a vehicle for partnership, seeking to improve the quality and coherence of support being provided to city and national governments in the developing world, as well as the quality of members own urban programmes. To this end, the Cities Alliance will not develop separate implementation capacity, but works through the existing capacity of its members, as well as development partners, to promote the vision of '**Sustainable Cities without Slums**'. To achieve this vision, the Cities Alliance will promote new partnerships between local and national government, slum dwellers, the private sector, NGOs and development partners.

The Cities Alliance prioritizes support to cities, local authorities, associations of local authorities and/or national governments that are committed to:

- a. Improving their cities, and local governance, for all residents;
- b. Adopting a long-term, comprehensive and inclusive approach to urban development; and
- c. Implementing those reforms necessary to effect systemic change, and to achieve delivery at scale; and
- d. Decentralizing resources to empower local government

## Cities Alliance Activities

Support provided by the Cities Alliance generally falls within the following broad categories:

Citywide and nationwide slum upgrading programmes;

City development strategies; and

National policies on urban development and local government

Within these broad categories, Cities Alliance members and partners are able to respond to a range of developmental challenges, which are identified as priorities by the city or national government, slum dwellers, the private sector and other partners. City development strategies are generally multi-sectoral and citywide, and can encompass a wide range of priorities, on sustainable urban development priorities, including subjects related to three pillars of sustainable development (economic, social and environmental) as well as investments, governance systems and physical implementation.

Cities Alliance activities are limited to those countries listed in the OECD Development Assistance Committee's list of Aid Recipients<sup>2</sup>, as amended. Any city, national association of cities and/or national government or their partners can approach the Cities Alliance for support, either through one or more members of the Cities Alliance, or through the Secretariat, which will attempt to identify appropriate member(s) to provide such support. Cities Alliance members may also apply for support.

Any programme of assistance by Cities Alliance should be determined by the priorities of the city and its residents, local government association and national government

In general, the Cities Alliance offers the following types of support, subject to the availability of funds:

### *Country Programmes*

Longer-term programmatic support, at a multiple city / national scale.

### *Catalytic Projects*

Shorter-term activities designed to catalyze change;

### *Knowledge activities*

Activities designed to fill knowledge gaps at local, national, regional and global levels

### *Communication support, and advocacy*

Activities designed to improve awareness of relevant policies or activities, and contribute to dynamic local, national, regional and global debates.

## **Membership of Cities Alliance**

Cities Alliance membership is open to national governments, the global organized representatives of local authorities (represented by UCLG and Metropolis), international networks of organizations engaged in urban development and other partners.

There are two categories of membership (a.) full members and (b.) associate members.

CG full members include government representatives, multi-lateral organizations, local government representatives (thru UCLG), and international networks of partners.

Associate members including foundations, NGOs, private companies and other partners are invited to participate in the CG sessions. They are entitled to participate in the CG session without voting rights.

Observers interested in Cities Alliance activities may be invited to attend the CG sessions and participate in the Policy Advisory Forum without fees.

The current membership of the Consultative Group (as of 30 June 2010) is listed as **Annex I**;

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<sup>2</sup> The DAC List of Aid Recipients, as updated from time to time, can be found on the OECD homepage: [http://www.oecd.org/document/45/0,3343,en\\_2649\\_34447\\_2093101\\_1\\_1\\_1\\_1,00.html](http://www.oecd.org/document/45/0,3343,en_2649_34447_2093101_1_1_1_1,00.html)

Prospective full members and associate members of the Cities Alliance can apply for membership of the organization, provided they (i.) are sponsored by 3 (three) members of the Consultative Group; (ii.) endorse the Cities Alliance Charter and (iii.) undertake to meet their financial contributions to the Cities Alliance Trust Fund. .

Their applications are reviewed by the Executive Committee for recommendation to the Consultative Group. With the exception of UCLG and Metropolis, all members will be required to make a financial contribution to the core funds of the Cities Alliance, according to the Schedule of Contributions listed as **Annex II**.

Members that fail to make their agreed financial contribution for two consecutive financial years will no longer be members of the Consultative Group.

In their discretion, the Co-chairs of the Consultative Group can invite interested organizations as Observers to a meeting of the Consultative Group.

## **Governance of the Cities Alliance**

The Cities Alliance is comprised of four structures:

1. The Consultative Group (CG)
2. The Executive Committee (EXCO)
3. The Policy Advisory Forum (PAF); and
4. The Secretariat

### **1. The Consultative Group**

The Consultative Group is comprised of all members of the Cities Alliance, and is the supreme decision-making body of the organization;

The Consultative Group meets at least once a year. Two thirds of the membership constitutes a quorum of the Consultative Group. Decisions in the Consultative Group are taken by consensus.

The Consultative Group is co-Chaired by the Founding Members of the Cities Alliance: the World Bank<sup>3</sup> and UN-Habitat<sup>4</sup>

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<sup>3</sup> Represented by the Vice-President of Sustainable Development, or his/her designated representative

<sup>4</sup> Represented by the Executive Director or his/her designated representative

## 1.1 Primary Duties of the Consultative Group

The CG's primary duties are to:

- i. Adopt, and amend, the Charter;
- ii. Guide the long and medium term strategic direction of the organization;
- iii. Approve the criteria to be used in selecting and approving CA activities;
- iv. Review and evaluate the overall performance of the Cities Alliance;
- v. Establish the membership fees for different membership categories;
- vi. Confirm pledges and help raise additional resources;
- vii. Appoint an Executive Committee;
- viii. Appoint the Chairperson of the Policy Advisory Forum;
- ix. Approve the application of new members; and
- x. Decide on the location of the Secretariat.

## 2. The Executive Committee

The CG appoints an Executive Committee, and delegates the following powers and functions to the Committee. The Executive Committee is accountable to the Consultative Group in all matters.

### 2.1 Composition of the Executive Committee

The Executive Committee is comprised of a combination of Permanent Members Rotating members and non-voting, ex-officio Members, *viz.*,

Permanent Members:

UCLG, UN-Habitat and World Bank

Rotating Members:

Three representatives from external support countries/agencies

One developing country representative

One other member, elected by the CG

Non-Voting and Ex-Officio Member

Manager of the Secretariat

*The Chairperson of the PAF is invited to participate in the discussion of the EXCO in an advisory capacity.*

Rotating members are elected by the CG for three year terms, appointed on a staggered basis. The UCLG representative acts as the Chairperson of the Executive Committee. If, for any reason, the UCLG delegate is not available, the members will elect a Chairperson for that meeting.

## 2.2 Primary Duties of the Executive Committee

The EXCO's primary duties are to:

- i. Provide guidance to the Secretariat on matters of policy and strategy;
- ii. Approve the annual work plan and budget of the Cities Alliance, including that of the Secretariat, monitor progress, and make recommendations to the CG;
- iii. Approve an annual work plan and budget for the Policy Advisory Forum;
- iv. Approve the appointment of the Manager of the Secretariat;
- v. Approve any procedural manuals produced by the Secretariat;
- vi. Identify and select countries for country programmes;
- vii. Nominate the Chairperson of the Policy Advisory Forum;
- viii. Undertake such duties and responsibilities delegated by the CG; and
- ix. Consider applications for membership and makes recommendation to the Consultative Group.

The Executive Committee meets as often as necessary, but no less than twice per year. One of the EXCO meetings precedes the CG meeting.

Absence at two consecutive meetings results in removal from the EXCO. EXCO will then make a recommendation for replacement to the CG.

## 3. The Policy Advisory Forum

The Policy Advisory Forum is the Cities Alliance platform for public discussion, debate and knowledge sharing. The Forum promotes dialogue between CA members and invited partners on key policy and strategic issues of city and urban development, and advises the Cities Alliance on appropriate policies and strategies.

The PAF has a Chairperson for a period of three years. In formulating the work programme and activities of the PAF, the Chairperson will work in close consultation with the Chairperson of the EXCO, and the Manager of the Secretariat.

The PAF provides a platform for members of the Cities Alliance and a range of partners, including:

- Country partners of the Cities Alliance
- Universities and training institutions
- Non-governmental organizations
- Foundations

- Private sector organizations.

The main PAF meeting immediately precedes the annual meeting of the Consultative Group. The PAF can also be convened at a country or city level.

The PAF reports to the CG through its Chairperson

## 4. The Secretariat

The Secretariat carries out the Cities Alliance mandate, and manages its day-to-day operations. A primary function of the Secretariat is to actively facilitate the participation of members in the activities of the organization. It also provides appropriate services to its members, and generally facilitates the work of the Partnership

### 4.1 Institutional Set-up

The Secretariat is directed by its members and administered by and within the World Bank on behalf of its members. The Cities Alliance secretariat manager and staff are part of the Finance, Economics & Urban Development Department of the Sustainable Development Network, Vice Presidency of the World Bank. This set-up will be reviewed by the CG as needs occur.

Cities Alliance secretariat staff are World Bank staff members recruited and managed according to World Bank policies. The secretariat may accept staff members on secondment from other organizations and through junior professional and similar programs.

The manager of the secretariat has dual reporting lines to the Executive Committee and to the World Bank.

### 4.2 Primary Duties of the Secretariat

Under the overall direction of the Manager, the Secretariat has the following duties and functions:

- i. Facilitate member involvement in the activities of the Cities Alliance;
- ii. Screen and evaluate project proposals, in accordance with criteria approved by the CG;
- iii. Provide secretariat services to the CG, EXCO and PAF;
- iv. Prepare and present medium and long term strategies, for consideration by EXCO and the CG;
- v. Mobilize support to the CG and EXCO in fundraising on behalf of the Cities Alliance;
- vi. Maintain a database of existing projects of the Cities Alliance;
- vii. Maintain appropriate procedures and ensure sound financial management;
- viii. Monitor the implementation of projects and disseminate lessons learned from CA and other activities, including an Annual Progress Report;
- ix. Draft the Work Programme and budget by EXO and administer funds; and
- x. Prepare and present status reports on progress and results.

## **Annex I: Members of the Cities Alliance (30 June 2010)**

In Alphabetical Order:

Australia  
Brazil  
Chile  
Ethiopia  
European Commission  
France  
Germany  
Habitat for Humanity International  
Italy  
Metropolis  
Netherlands  
Nigeria  
Norway  
Philippines  
Slum Dwellers International  
South Africa  
Spain  
Sweden  
World Bank  
United Cities and Local Governments (UCLG)  
United Nations Environment Programme (UNEP)  
UN-Habitat  
United Kingdom  
United States of America

## Annex II: Schedule of Membership Fees<sup>5</sup>

Multilateral Organizations:	\$250,000 <sup>6</sup>
External Support Agency/ Countries:	\$250,000
Developing Country Governments:	\$ 50,000
International Non-Governmental Organizations and Networks:	\$ 50,000
Foundations, Private Sector and Universities:	\$ (250,000)

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<sup>5</sup> These fees constitute the core resources of the Cities Alliance. Members are encouraged to contribute more than the minimum core resources (not earmarked). Any non-core resources (earmarked for specific activities) should be aligned with the CA mandate and priorities.

<sup>6</sup> For UN agencies, this can be combined as \$100,000 cash, and \$150,000 in-kind (e.g. Staff secondment)