

**Cities Alliance Consultative Group**  
Hotel Catalonia Ramblas - Barcelona

**ANNUAL MEETING MINUTES**

22 January 2009

**Introduction of new members**

- Australia, Spain and European Commission
- Observers: UNHCR, Gates Foundation

**MTF Progress Report**

- After first nine months of implementation, MTS moving forward, with mixed results, but strategic objectives “strongly confirmed”
- Client execution – majority of FY08 activities were client executed (preferred option), which is aligned with Paris Declaration, taking into account the need for additional support wherever needed;
- Need for increased advocacy, together with partners, to promote understanding of the role of cities and local authorities in development.
- Joint work programmes under development/implementation with several members, focused on knowledge/learning, and on South-to-South and trilateral cooperation
- Increasing the number of CA members sponsoring proposals remains a challenge
- New searchable database and improved TF/grant admin processes developed

**Slum Upgrading and CDS presentations**

- State of art strategic planning needed, moving away from shopping lists of investments, towards spatial planning, and building on collective know-how of CA members
- Initial assessment indicating weak poverty focus of CDSs is cause for concern, but good to know, and needs to be addressed.
- CDS investments for implementation is essential, so that CDS not just a study; however, this, is an approach rather than a conditionality
- CDS must take long term approach, and increasingly link to climate change and other environmental issues
- There is much knowledge and know-how on slum upgrading, now time to build on that knowledge to replicate in other countries (eg, Malawi, Uganda)

**Work Programme Update**

- Main focus on WP remains SU and CDS, with emphasis on filling knowledge and policy gaps, most of which are done jointly with CA members and/or at member requests
  - including urban finance, gender/youth, environment and climate change
- Knowledge and policy instruments need to be transferred to country-city level, linked to SU and CDS activities.
- WP aims to leverage knowledge (eg, through LGAs, universities), and should engage with existing networks to ensure synergy.

- WP reflects priority on Africa, including key issues of housing, land, service delivery and citizenship, and helping cities and countries develop information for informed policy making.
- Overall, CG endorsed WP, considers it ambitious and stressed need for strategic focus, building synergies and drawing on strength of CA members.
- WP should balance knowledge and projects; global and city-level; and wholesale and retail approaches

23 January 2009

### **Partnership Matters**

- EXCO reported back on its 20 January 2009 meeting, which included approval of restructuring the Policy Advisory Board into an Advocacy Panel; and, endorsement of 3-year contract renewal for manager of secretariat. EXCO will report to CG at start of meetings in the future.
- Briefing on WB trust fund policy on earmarking of funds.
- Presentation by Secretariat of monitoring and evaluation framework for CA, including a request for member feedback by end February 2009.
- Appointment of Chile, South Africa, Germany and UNEP to EXCO, replacing Brazil and Norway (three-year terms have expired), and Nigeria and Asian Development Bank (inactive EXCO members during 2008).
- Agreement to accept proposed Gates Foundation grant as project funding (proposal to be distributed), and referred broader matter of membership by foundations to the Working Group established.
- Next annual meeting of CA will celebrate/mark the 10<sup>th</sup> anniversary of the Alliance. It will be scheduled for 18-22 January 2010, with first choice for location in Mozambique and second choice Mumbai. The secretariat will present CG with a specific proposal.

### **Business Matters**

- Briefing on CA financial status and secretariat budget.
- Approval of FY09 work programme funding allocations recommended for approval.

### **Working Group on Governance and Structure of Cities Alliance**

- CG established a Working Group to consider issues raised in the Norwegian/Swedish proposal on Strategic development of Cities Alliance, as well as related governance issues. Composition and tasks of the WG are detailed in attached TOR
- The WG held its first meeting immediately after the CG adjourned, and established a set of tasks leading to its next meeting, scheduled during upcoming UN-HABITAT Governing Council meetings early April.

## Terms of Reference

# **Working Group on Governance and Structure of Cities Alliance**

### **Background**

2009 is the 10<sup>th</sup> anniversary of the Cities Alliance, an acknowledged actor on the urban development arena. Experiences from these 10 years of existence, new global challenges and recent changes in the aid architecture makes it relevant to update Cities Alliance operations. The Consultative Group has decided to establish a temporary working group to make recommendations on specific governance and structural issues of Cities Alliance drawing on, among other, recent evaluations and the Mid-term Strategy 2008-2010.

### **Scope**

Based on this background, the working group shall assess the following specific structure and governance issues

- 1) How to enhance the role and ownership of cities in design and implementation of CA activities
- 2) Governance issues: a) how to include foundations and other types of new members; b) representation of cities; and c) decision making and reporting formats.
- 3) CA secretariat staffing and CA presence in Europe - objectives, value added and possible solutions.

### **Composition**

The composition of the working group should reflect the composition of the membership of Cities Alliance maintaining a workable group size. Cities Alliance secretariat will act as convenor of the working group. Based on interests expressed, a possible composition could be:

Founding member: UN-Habitat, World Bank

Developing countries: South Africa

Donor countries: Germany, Sweden/Norway (alternating)

Focal groups: SDI, UCLG

Chair of the advocacy panel

### **Working Methodology**

The analysis should take into account the knowledge gathered from the external evaluations undertaken by the Cities Alliance as well as recent annual reports. Comments from the members related to the scope described above will be invited from all members. The working committee may decide on the engagement of additional resources to facilitate the drafting of the report.

**Reporting**

The working group will report to the Executive Committee, with recommendations submitted to CG for endorsement.

**Timing**

The working group shall deliver draft report to EXCO by 1 July 2009. Comments should be received before 20 August. Final report will be delivered not later than 20 September.

**The Cities Alliance  
2008 Consultative Group Meeting  
Agenda  
22-23 January 2009**

**Venue:** Hotel Catalonia Ramblas, C/ Pelayo 28, Barcelona 08002, SPAIN tel: 34 93 316 84 00

<b>THURSDAY, 22 January 2009</b>		
<b>9:00</b>	<i>Morning Coffee</i>	<i>Venue: Hotel Catalonia Ramblas, Salon 1-4, Canaletes</i>
<b>9:30-10:45</b>	<p><b>Opening of Cities Alliance CG Meeting</b></p> <p><b>Introductory remarks by the Co-Chairs, adoption of the Agenda</b></p> <p><b>Introduction of New and Associate Members:</b></p> <ul style="list-style-type: none"> <li>➤ Statements by new Members: Spain and Australia</li> </ul> <p><b>Report by Manager: Implementation of the Medium Term Strategy (2008-2010)</b></p>	
<b>10:45-11:00</b>	<i>Coffee/ Tea Break</i>	
<b>11:00-12:30</b>	<p><b>Secretariat's Report: Medium Term Strategy and FY09-11 Work Programme</b></p> <ul style="list-style-type: none"> <li>➤ Secretariat Presentations Slum Upgrading CDS</li> </ul>	<i>Handouts: Medium Term Strategy and Work Programme Update FY09-11</i>
<b>12:30-14:00</b>	<i>Lunch</i>	<i>Venue: TBD</i>
<b>14:00-16:00</b>	<p><b>Continued: Secretariat's Report: Medium Term Strategy and FY09-11 Work Programme</b></p> <p><b>*Including brief presentations on:</b></p> <ul style="list-style-type: none"> <li>➤ Office of the United Nations High Commissioner for Refugees (UNHCR)</li> <li>➤ Energy Sector Management Assistance Programme (ESMAP)</li> <li>➤ Bill and Melinda Gates Foundation</li> </ul>	<i>Handouts: UNHCR, ESMAP, Bill and Melinda Gates Foundation</i>
<b>16:00-16:30</b>	<i>Coffee/ Tea Break</i>	
<b>16:30-18:30</b>	<p><b>Continued: Secretariat's Report: Medium Term Strategy and FY09-11 Work Programme</b></p> <p><b>Discussion on:</b></p> <ul style="list-style-type: none"> <li>➤ Strategic Development of Cities Alliance</li> </ul>	<i>Handout: Sweden and Norway: Strategic Development of Cities Alliance</i>
<b>20:00</b>	<i>Cities Alliance Cocktail/ Dinner Reception</i>	<i>Venue: TBD</i>

FRIDAY, 23 January 2009		
8:30	<i>Morning Coffee</i>	<i>Venue: Hotel Catalonia Ramblas, Salon 1-4, Canaletes</i>
9:00-10:00	<p><b>Continuation of Discussion of Medium Term Strategy and FY09-11 Work Programme</b></p> <ul style="list-style-type: none"> <li>➤ Working Group Report</li> </ul>	
10:00-10:15	<i>Coffee/ Tea Break</i>	
10:15-11:30	<p><b><u>Partnership Matters</u></b></p> <ul style="list-style-type: none"> <li>➤ World Bank Trust Fund Policy Update</li> <li>➤ Monitoring and Evaluation: Presentation</li> <li>➤ Executive Committee membership rotation</li> <li>➤ Policy Advisory Board Update</li> <li>➤ Financial Contributions from Partners</li> </ul> <p><b>Next Meeting of CG</b></p> <ul style="list-style-type: none"> <li>➤ 10<sup>th</sup> Anniversary of the Cities Alliance</li> </ul>	<p><i>Handouts: Partnership Matters; M&amp;E Memo, Results Framework, and Portfolio Review 2000-2008, PAB Note</i></p> <p><i>New representatives of Executive Committee to be determined, with conclusion of Norway and Brazil's two-year term</i></p>
11:30-12:30	<p><b><u>Cities Alliance Business Meeting</u></b></p> <p><b>Cities Alliance Finances</b></p> <ul style="list-style-type: none"> <li>➤ Summary of current financial status</li> <li>➤ Secretariat budget for FY09</li> <li>➤ Pledging for 2010</li> </ul> <p><b>Review of FY09 Funding Allocations</b></p> <ul style="list-style-type: none"> <li>➤ Review of proposals approved to date and consideration of proposals recommended for approval</li> <li>➤ Discussion on other proposals under development</li> </ul>	<p><i>Handouts: Financial Summary Report</i></p> <p><i>Handouts: Draft FY09 Funding Allocations; One-page proposal summaries; Full proposals on Members Page of <a href="http://www.citiesalliance.org">www.citiesalliance.org</a></i></p>
12:30	<b>Closing Remarks by the Co-Chairs</b>	
13:00-14:00	<i>Lunch</i>	