

**Executive Committee Meeting
4-5 February 2013
AGENDA**

Venue: World Bank Brussels Office, Avenue Marnix, 17, 2nd floor - 1000 Brussels – Belgium

MONDAY, 4 February 2013		
14h00	Welcome Coffee/Tea (light snacks)	Venue: Brussels-3, Conference Room
14h00 – 14h15	Item 1: Opening and Welcome <i>Josep Roig, Secretary General, UCLG and EXCO Chairperson</i> <ul style="list-style-type: none"> ➤ Adoption of meeting Agenda ➤ Approval of meeting report - Hanoi – October 2012 	Handouts: Agenda; October 2012 EXCO Meeting Report
14h15 – 15h15	Item 2: Selection of CA Host <ul style="list-style-type: none"> ➤ Presentation of findings: Results of Evaluation Report <i>Evaluation Team: Jamie Simpson, ICF GHK</i> ➤ EXCO Member Discussion and decision 	Handout: <i>Detailed Assessment of Hosting Options</i>
15h15 – 15h30	Coffee/Tea Break	
15h30 – 17h30	Item 3: Transition Process <i>Evaluation Team: Phyllis Kibui, Kevin Milroy, Secretariat; Jamie Simpson, ICF GHK</i> <p>Presentation of timeline/critical path/next steps including:</p> <ul style="list-style-type: none"> ➤ Transition Costs ➤ Year 1 Core Contributions ➤ Initial Funding Requirement (IFR) ➤ Formulation of Charter amendments ➤ Standard provisions for new Multi-Donor Trust Fund (MDTF) ➤ Standard Operation Procedures (SOP) Manual ➤ Establish process for members to review Charter, Standard Provision and SOP Manual 	Handout: CA Charter
17h30 – 17h45	Closing Remarks <i>Josep Roig, Secretary General, UCLG and EXCO Chairperson</i>	
18h00 - 20h00	Reception at the Council of European Municipalities and Regions (CEMR)	Venue: CEMR, Square de Meeûs 1

TUESDAY, 5 February 2013		
9h00	Welcome Coffee/Tea (light snacks)	Venue: Brussels-3, Conference Room
9h00 – 9h15	Opening <i>Josep Roig, Secretary General, UCLG and EXCO Chairperson</i>	
9h15 – 10h45	<p>Item 5: Member Policy Discussion Leveraging the CA move within Europe</p> <ul style="list-style-type: none"> ➤ Introductory remarks/ presentation by Jean-Christophe Adrian, UN-Habitat Resident Representative <p>Panel discussion:</p> <p style="padding-left: 40px;">Jean-Christophe Adrian, UN-Habitat Nico Keijzer, Slum Dwellers International (Netherlands) (TBC) Sandor Sipos, World Bank Resident Representative Nestor Vega, Platforma (TBC) European Member(s) of CA</p> <ul style="list-style-type: none"> ➤ Member discussions facilitated by Clare Short (PAF Chair) 	
1045h – 11h00	Coffee/Tea Break	
11h00 – 12h30	<p>Item 5 continued Leveraging the Cities Alliance move in Planning for Habitat III</p> <ul style="list-style-type: none"> ➤ Introductory remarks/ presentation by Rene Hohmann, Cities Alliance Secretariat <p>Panel discussion:</p> <p style="padding-left: 40px;">Emilia Saiz, UCLG Secretariat Alioune Badiane, UN-Habitat Franz Marré, BMZ Joel Bolnick, SDI William Cobbett, Cities Alliance Secretariat</p> <ul style="list-style-type: none"> ➤ Member discussions facilitated by Clare Short (PAF Chair) 	
12h30 -13h00	<p>Item 6: Update on Planning for Substantive Discussion on urban poverty/MIC/LIC debate <i>William Cobbett, Manager, Secretariat</i></p> <ul style="list-style-type: none"> ➤ Member discussions facilitated by Clare Short (PAF Chair) 	
13h00 – 13h15	Closing Remarks <i>Josep Roig, Secretary General, UCLG and EXCO Chairperson</i>	