

Agenda for the 2nd Meeting of the Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development

Date : 13th October, 2008
Venue : New Delhi, India

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Item No. 1 : Ratification of the Minutes of the 1st Meeting of the 2nd Bureau held on 14th May, 2008 at Tehran & 3rd Meeting of the 1st Bureau

The Third Meeting of the First Bureau was held on 3rd February, 2008 at Tehran to review the preparations for the Second APMCHUD Conference. The minutes of the same are enclosed.

Further, the 1st meeting of the 2nd Bureau was held at Tehran on 14th May, 2008 in conjunction with the 2nd Conference of APMCHUD wherein the new bureau was elected. A copy of the Minutes of the meeting is placed.

The Bureau may consider the Minutes for ratification.

Minutes of the 1st Meeting of the Second Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD)

Date : 14th May, 2008

Venue: Tehran, Islamic Republic of Iran

The 1st Meeting of the newly constituted Second Bureau was held at the IRIB Convention Centre at Tehran on 14th May, 2008 during the Second Asia Pacific Ministerial Conference. The meeting was participated by the following:

H.E. Mohammad Saeedi Kia : In Chair
Minister for Housing and Urban Development
The Islamic Republic of Iran

H.E. Mr. Vardan Vardanyan
Minister for Urban Development
Republic of Armenia

H.E. Kumari Selja
Minister for Housing & Urban Poverty Alleviation
Government of India

H.E. Mohammad Yusuf Asy'ari
Minister for Public Housing
The Republic of Indonesia

H.E. Mr. Rahmatullah Kakar
Federal Minister of Housing & Works
Government of Pakistan

H.E. Dr. Sultan Bin Hassan Al Dosari
Minister of Labour and Social Affairs
State of Qatar

Mr. Sunil Kumar Singh : Chief Coordinator
Joint Secretary of the Bureau
Ministry of Housing and Poverty Alleviation
Government of India

Chairing the First meeting of the Second Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD), the Chairperson H.E. Md. Saeedi Kia, Minister of Housing and Urban Development, Islamic Republic of Iran, welcomed the newly elected members of the Bureau and expressed his confidence for jointly working towards achieving the vision set by APMCHUD including the effective implementation of the Tehran Declaration and the action plan as formulated during the second conference of the APMCHUD.

The Chairman H.E. Mr. Saeedi Kia expressed his deep appreciation for the intensive work and substantial contribution made by the 1st Bureau of APMCHUD under the chairpersonship of H.E. Kumari Selja, Minister of Housing & Urban Poverty Alleviation, Government of India. He felt confident that the 2nd Bureau would continue to make efforts in making the APMCHUD a vibrant body and effectively contributing towards addressing the major challenges of sustainable urbanization in the Asia Pacific region.

The Chairperson indicated that this meeting of the Bureau was an introductory meeting to welcome the members and to brief them on the status of activities and the next meeting would have a detailed discussion on the modalities of operationalising the Tehran Declaration and the Action Plan as adopted in the APMCHUD Conference at Tehran. The Bureau decided to hold the second meeting of the new Bureau tentatively during the last 10 days of August, 2008. The Chairperson informed the members that the next Bureau Meeting could be held on the invitation of any of the member country and accordingly invited the countries to send in their offer to host the Second Meeting to the Chief Coordinator of the Bureau, Mr. Sunil Kumar Singh at an early date so that the schedule for the second meeting could be finalized and communicated to the other members as quickly as possible.

The agenda for the next meeting would be finalized by the Secretariat and the Chairperson invited all the members of the Bureau to send in any agenda item to the Chief Coordinator of the Bureau, Mr. Sunil Kumar Singh, which they deem necessary to be considered by the Bureau so as to finalise the agenda for the second Bureau meeting for circulation to the members.

Concluding the meeting, the Chairperson thanked H.E. Kumari Selja, the Chairperson of the 1st Bureau for her significant contribution to the APMCHUD and hoped that the new Bureau would further strengthen the initiative and take suitable action towards implementing the Tehran Declaration and the Action Plan.

It was also decided that the minutes of the Bureau Meeting be put up on the APMCHUD Website and comments of the members, if any, may be forwarded to the Chief Coordinator of the Bureau, Mr. Sunil Kumar Singh within a fortnight.

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

Minutes of the Third Meeting of the Bureau of the Asia Pacific Ministers' Conference on Housing and Urban Development

Date : 3rd February, 2008

Venue: Tehran, Islamic Republic of Iran

Participants :

Honourable Kumari Selja
Chairperson, Bureau of APMCHUD and
Minister for Housing and Urban Poverty Alleviation
Republic of India

Honourable Manoucher Kajeh Dalouee
Vice Minister for Housing and Urban Development
Islamic Republic of Iran

HE Ahamed Al-Mufleh,
Ambassador
Embassy of **Jordan** in Tehran

Mr Yu Fulong
Counsellor
Embassy of **China** in Tehran

Mr. Zulfikley Abdulla,
Counsellor
Embassy of **Malaysia** in Tehran

Dr Azer Khanralow,
Agency for Emergency Operations
Republic of Azerbaijan

Mr. Sunil Kumar Singh
Joint Secretary (Housing) Govt. of India and
Chief Coordinator, **Bureau of APMCHUD**

Representative from UN-HABITAT

Mr. Markandey Rai
Coordinator, Global Parliamentarians
UN-HABITAT, Nairobi

Other Participants

Government of the Islamic Republic of Iran:

Mr. Alehabib – DG – Ministry of Foreign Affairs
Mr. Sadegh Sadeghpur – International Affairs Department – MHUD
Mr. Farjami – Deputy Minister – MHUD
Mr. Mousavi – Deputy Minister – MHUD
Dr. Fatemi Aghda – President of BHRC
Mr. Hashemi – Deputy Minister – Ministry of Interior
Mr. Rashidipour- DG – MHUD
Mr. Rostami – Dep. DG – MHUD
Mr. Nader Jafari – DG – MHUD
Mrs. Mohammadzadeh – International Affairs Department – MHUD
Mrs. Amani – Tehran Conference secretariat
Mr. Babak Pirouz – Tehran Conference secretariat
Mrs. Amini Jadid - Tehran Conference secretariat
Mr. Khansari – Ministry of Foreign Affairs

Government of India:

Mr. Manbir Singh, Ambassador of India to Iran, Tehran
Mr. KL Dhingra, CMD, Housing and Urban Development Corporation (HUDCO)
Mr. Manoj Aggarwal, PS to Hon'ble Minister
Dr. P Jayapal, Executive Director, HUDCO
Mr. Rajesh Goel, Deputy Chief, HUDCO

Welcoming the members to the 3rd meeting of the Bureau of the APMCHUD, the Chief Coordinator indicated that this meeting is being held at Tehran in the light of the specific decision of the Bureau in its 2nd meeting to have a specific focus on the preparations for the forthcoming APMCHUD conference in Tehran.

The Hon'ble Chairperson of the Bureau Kumari Selja expressed her gratitude to H.E. Mr Mohd Saidi Kia, Hon'ble Minister for Housing and Urban Development and HE Mr Manoucher Kajej Daloui, Vice Minister for Housing and Urban Development, Islamic Republic of Iran for extending invitation to the Bureau to hold its 3rd meeting in the historic city of Tehran. On behalf of the Bureau members, she conveyed her sincere appreciation for the personal interest taken by the Hon'ble Ministers from Iran for the hospitality and kind courtesies extended to the Bureau members and for facilitating holding of this meeting in a congenial and pleasant atmosphere.

Recalling that the Bureau had, in its Second meeting held on 27th October 2007 at Amman had specifically desired the Third meeting to extend a special focus on the preparations for the forthcoming Second Conference of the APMCHUD, scheduled at this same city in May 2008, the Chairperson indicated that this meeting is being held here to have an intense review and discuss the activities to be taken up to ensure that the second Conference is a grand success.

The Chairperson highlighted the various initiatives taken by the Executive Secretariat of the Bureau subsequent to the Second meeting of the Bureau at Amman. She specifically highlighted the improvements undertaken in the web- site of APMCHUD in line with the suggestions given during the launch of the web site at Amman. The chairperson further informed the Bureau that in pursuance of the decision of the APMCHUD to urge all the member countries to establish a coordination committee at the their national level, to mainstream issues of housing and urban development, she had written to all the countries and expressed her happiness on the positive response received from a number of countries such as Maldives, Mongolia etc. She urged all the other member countries as well, for expediting the process of setting up this important pre-requisite that would help us to address the critical issues in a focussed manner.

The chairperson further expressed her appreciation of the significant support being extended by the representatives of the Missions/Embassies of the Member countries of the Bureau at Delhi for effectively facilitating in the coordination of Bureau's activities.

The Hon'ble Vice Minister of Housing and Urban Development, Islamic Republic of Iran HE Mr Manoucher Kajeh Daloui welcomed the members of the Bureau to Iran. He conveyed the best wishes on behalf of the Hon'ble minister, Mr. Mohammed Saeedi Kia, who could not personally participate as he had to undergo an operation and was recovering. He expressed his appreciation of the significant initiatives being taken by the Chairperson in furthering the agenda of APMCHUD. He also thanked the Bureau for holding this meeting at Tehran as this would be extremely helpful for the Government of Iran in receiving appropriate guidance and support in the successful organisation of the 2nd Conference of APMCHUD.

He briefly explained the steps taken for the successful organisation of the 2nd conference of APMCHUD and expressed that for the success of the event, the continued support of the Bureau members, the Secretariat and the UN-Habitat would be absolutely essential. He emphasised that the forthcoming conference would contribute significantly towards forwarding the ambitious agenda of APMCHUD agreed upon in the Delhi Declaration.

After the brief remarks by the dignitaries, the agenda items were taken up for discussion.

Item No. 1: Confirmation of the Minutes of the Second Meeting of the Bureau of the Asia Pacific Ministers Conference on Housing and Urban Development held at Nairobi on 27th October, 2007.

The Chief Coordinator indicated that the minutes of the 2nd meeting of the Bureau were circulated to the members and also the same were posted on the web-site of APMCHUD. He further informed that no comments have been received and accordingly placed the same for consideration of ratification.

In regard to the setting up of the permanent executive secretariat, the representative from China indicated that they are of the opinion that the issue of setting up of the permanent executive secretariat may require consideration at a wider level. He further

indicated that the roles of a regular set up for the APMCHUD need to be considered in the light of the existence of specialized bodies on infrastructure development for the Asia Pacific region.

Responding to the same, the Chief Coordinator indicated that establishment of a permanent Secretariat of the Bureau was a mandate under the 'Delhi declaration' vide its clause 15 requires the Bureau to convene within four months 'to identify the modalities of establishing the Secretariat and other organs. In the meantime, an Interim Secretariat may be established in India as soon as possible'. Further vide Clause 16 it was further desired that 'upon finalization of the modalities of establishment of the Secretariat and other organ the same may be put as an Appendix to the Delhi Declaration.'

Further, the suggestion for setting up of a permanent secretariat in Delhi, where an interim secretariat had already been set up in pursuance of the Delhi Declaration, had come up in the first meeting of the Bureau at Nairobi. This meeting was participated by H.E. Mohammad Saeidi Kia, Minister of Housing & Urban Development, Islamic Republic of Iran, H.E. Ms. Fu Wenjuan, Vice Minister, Ministry of Construction, Peoples Republic of China, H.E. Eng. Shehadah Abdallah Abu Hdaib, Director General, Housing and Urban Development Corporation, Hashemite Kingdom of Jordan, besides India. Representatives from Azerbaijan, Malaysia and Papua New Guinea did not participate in the meeting. During the meeting, the Minister from Iran proposed that the Permanent Secretariat be set up at New Delhi which was duly supported by Jordan. However, the Vice Minister from China indicated that they would like to provide their views shortly, and however, they would definitely like to go along with the views of the other Bureau members in this regard. As agreed in the meeting the countries were to send their comments on the issue, if any. The minutes were forwarded to the members through mail, email and as well through their local missions in Delhi. However no comments were received from any of the members. The formalization of the permanent executive secretariat was a follow up of the same in the subsequent meeting at Amman, Jordan, during 27-28th October, 2007. The meeting was participated by HE Husni Abu Ghaida, Minister of Public Works and Housing, Hashemite Kingdom of Jordan, HE Manoucher Kajeh Dalloui, Vice Minister for Housing and Cities, Islamic Republic of Iran, Mr. Dato' Hasnudin Hamzah, Ambassador of Malaysia to Jordan and Mr. Kanan Murtuzov, First Secretary, Embassy of Republic of Azerbaijan at Jordan, besides India. China and Papua New Guinea did not participate in the 2nd meeting. The minutes were also posted on the website besides being forwarded to the members through mail, email and as well through their local missions in Delhi. No comments were received from any member country at this stage as well.

Reacting to the issue, the representative of UN-HABITAT indicated that the item under discussion was the ratification of the minutes of the discussions held in the meeting at Amman, and supported ratification of the minutes.

The Chairperson invited the members for any other comments. There being no other comments, the Bureau agreed to approve the item. It was also decided to record the comments of the representative from China.

Item No. 2: Action taken report on the decisions of the Bureau of APMCHUD in its Second meeting.

The Chief Coordinator informed the Bureau of the actions taken pursuant to the decisions taken by the Bureau in its 2nd Meeting held at Amman, Jordan on October 27, 2007.

The Chief Coordinator indicated that as part of the Agenda Item No. 3 on 'Establishment of the Secretariat for the Bureau of the APMCHUD and Action Plan for the same', the Bureau had decided to add two additional responsibilities to the Executive Secretariat, and accordingly the same has been affected. Further, in regard to the 'time frames' for the various actions by the Bureau, it was indicated that the time frame would be finalized for consideration in the next meeting of the Bureau. In regard to the sources of finance for the Permanent Secretariat of the Bureau, the Chief Coordinator indicated that a proposal shall be put up after the details are collected in regard to various options etc. It was also highlighted by the Chief Coordinator that as decided in the 2nd Bureau meeting, the minutes of various Bureau meetings has been posted on the website and a communication has also been addressed to all member countries seeking their support and contribution for enriching the website. The Bureau noted the above actions taken.

In regard to the various items discussed in the 2nd meeting under Item No. 4 'Any other Items with the Permission of the Chair', the Chief Coordinator presented the status as under:

In regard to facilitating the Government of Iran in holding the 2nd Conference of APMCHUD at Tehran, Iran by the Bureau Secretariat by providing the necessary available information to the organizers, the Chief Coordinator indicated that the same have already been provided and assured any further assistance from the Bureau, as may be required in this regard.

In respect of holding of PREPCOM by APMCHUD and UN-ESCAP before the next World Urban Forum, as proposed by the UN-ESCAP, the Chief Coordinator indicated that as decided by the Bureau, a communication has been sent to UNESCAP for coordinating the same with the Government of Iran. The Chairperson requested UNHABITAT to coordinate with UNESCAP for enabling the Government of Iran to take further necessary action in regard to hosting of PREPCOM.

The Bureau noted the above actions taken on the decisions of the Bureau in its 2nd meeting held at Amman.

Item No.3: Status on seeking support from the multi-lateral Institutions for the APMCHUD Initiative – a report

The Chief Coordinator informed the Bureau that in continuation of the communication addressed by the Chairperson seeking the support of multi-lateral Institutions, a meeting was organized by the Executive Secretariat of the Bureau with the local representatives

of various multi-lateral Institutions at Delhi. It was further indicated that the efforts would be continued on a sustained basis.

The Bureau noted the above.

Item No. 4: Status of preparations for the 2nd Conference of APMCHUD at Tehran

The Chief Coordinator indicated that the focus of this meeting is on the preparations for the 2nd Conference of APMCHUD scheduled to be held in Tehran. He invited the Hon'ble Minister from Iran to present the Agenda Item to the Bureau.

H.E. Mr. Manoucher Kajeh Dalloui, the Hon'ble Vice Minister for Housing & Urban Development, Islamic Republic of Iran, thanked the Bureau for extending a special focus towards organizing the 2nd Conference in a successful manner. The Hon'ble Minister made a detailed presentation to the Bureau.

He indicated that the Government of Iran has established the Second Conference Steering Committee and based on consultations with the Bureau of Asia-Pacific Ministerial Conference and UN-HABITAT and also in view of the fact that the Conference outcomes are to be presented in the Fourth World Urban Forum scheduled to be held in Nanjing, China in October 2008, the Ministry of Housing and Urban Development of the Islamic Republic of Iran has selected 12-14 May 2008 as the date to hold the second conference.

The Hon'ble Minister further briefed about the status of Actions taken for the Second APMCHUD. It was indicated that the Venue for the Conference will be the IRIB International Conference Center and Hamayesh Sazan-e Emrooz, a private firm has been engaged as in-charge of implementation. It was further indicated that an exhibition on Investment Opportunities in the Iranian Housing & Construction Sector would also be held on the sidelines of the Conference.

Indicating that an exclusive website (www.apmc-housing.ir) has been created for the 2nd APMCHUD Conference, the Hon'ble Minister mentioned that the same is being regularly updated. The organizers have also established regular contacts with the Secretariats of UN-HABITAT and APMCHUD in New Delhi.

The conference would commence with an opening ceremony followed by discussions in the five identified Thematic Working Groups which will deliberate for the first two days of the Conference. The final day will be participated by the Honorable Ministers and high level officials who will approve the Declaration of Tehran Conference and the Conference will conclude with statements by His Excellency Dr. Mahmoud Ahmadinejad the President of the Islamic Republic of Iran.

The Hon'ble Minister further indicated that the Steering Committee has approved the main theme for the Second Conference as 'Sustainable Urban Development: Associating Growth with Equity and Identity'. It was highlighted that the Steering Committee has attempted to maintain continuity in the Thematic Working Groups of the

New Delhi Conference even while adding a new working group on Natural Disasters, which is a shared and common issue across the Asia- Pacific Region, as the Fifth Thematic Working Group.

The Hon'ble Minister informed that five Thematic Groups have been constituted, namely, Urban and Rural Planning and Management; Upgrading of Slums and Informal Settlements; Delivery of MDGs for Water and Wastewater; Financing Sustainable Housing: Enhancing, Affordability and Quality of Low-Income Housing; and Urban Development with a Focus on Natural Disasters

The Hon'ble Minister requested the Heads of each working group to give a presentation on the topics to be covered under each working group. Thereafter, respective Chairmen of the five Working Groups presented the contents/topics of each of the themes. In regard to Thematic Working Group 1, Urban and Rural Planning and Management, the topics enlisted cover (i) Urban Planning and Management Process, (ii) Rural Planning and Management Process, (iii) Indigenous-Regional Architecture and Urban Development, (iv) Role of Information & Data Bases in the Improvement & Enhancement of Urban Projects, and (v) Role of Non-Governmental Sectors' Involvement in the Urban & Rural Planning & Management.

In regard to the Thematic Working Group 2, Urban Slums Upgrading, the topics enlisted cover (i) Provide a supportive environment for the activities of the informal sector including the micro enterprises within the framework of National Regulations, (ii) Strengthen the role of gender in the management of local governments in the development process, especially in slums upgrading projects, (iii) Encourage and promote people-based and community-based policies & programs, (iv) Enabling and regularizing informal settlements with an emphasis on the local communities and a citywide perspective, and (v) Renovation & Rehabilitation of Urban Dilapidated Fabrics and utilizing the existing potentials and capacities for endogenous development with a participatory approach.

In regard to the Thematic Working Group 3, Delivery of MDGs for Water and Wastewater, the Topics enlisted cover (i) Planning for the expediting and completion of water supply and distribution systems and the collection and treatment of rural and urban wastewater; (ii) Optimized Management of urban water and mobilizing financial resources, (iii) Supporting research and innovations in the water and wastewater industry, (iv) Role of women and culture generating within sustainable urban management, and (v) Urban water management, informal settlements and neighborhoods

With regard to Thematic Working Group 4, Financing Sustainable Housing: Enhancing Affordability and Quality of Low-Income Housing, the topics enlisted cover (Housing Construction and Retrofit Technology, (ii) Create a better understanding of urban land dynamics for the development of urban land market in Asia- Pacific Region, (iii) Low-income and Special groups' Housing, and (iv) Housing Finance

In regard to Thematic Working Group 5, Development of Sustainable Urbanization with a focus on Natural Disasters, the topics enlisted cover (i) Prevention of disasters

(including planning, urban development, design of multi-functional spaces, retrofitting, etc.), (ii) Preparedness including social issues, education and training, elevation of public culture, and (iii) Reconstruction and renovation of areas damaged by disasters and accidents

The Hon'ble Minister further indicated that a report would be finalized after the conference, the framework of which would cover What have been done in the sector, lessons learnt, the problems faced by the sector, the way forward and action plan for the same and mechanism to create a single and united voice for the countries of the region. He also indicated that arrangements would be made in the venue for simultaneous translation into English/Arabic.

The chairperson thanked and congratulated the Hon'ble Vice Minister, Housing and Urban Development, Islamic Republic of Iran for the excellent and comprehensive presentation. She appreciated the outstanding efforts made by Iran in conceptualizing and comprehending the entire sequence of this important event in a detailed manner. The Chairperson assured continued support from the Secretariat and on behalf of the members of the Bureau for the success of the event. She especially requested the UNHABITAT to extend all possible help in this regard.

The representative from UNHABITAT, Dr. Markandey Rai, assured to work closely with the host country and the Secretariat for providing all assistance as may be required for the successful conduct of the Event. He further indicated that this conference is in continuation of the first APMCHUD Conference at Delhi an action oriented plan need to be evolved which would facilitate effective implementation of the 'Delhi Declaration'. He also opined that it is time that a Trust Fund is created to sustain the APMCHUD initiatives and take forward. Appreciating the significant media presence during the Bureau meeting, he emphasized the need for a major publicity effort for the main conference. He also opined that for effective participation a few least developed countries may need financial support for participation. He suggested that similar to participation the Hon'ble President of Iran in the valedictory function, a suitable dignitary could also be identified for the opening ceremony of the conference.

The Hon'ble Minister from Iran sought the support of the members of APMCHUD for technical support for enriching the documents to be given to the delegates on various topics to be deliberated in the conference. The time available being short, he sought technical help from the member countries, Bureau secretariat and UNHABITAT for identifying technical experts for various topics and requested specifically UNHABITAT in this regard.

The Chairperson thanked the UNHABITAT for its commitment to support the APMCHUD initiatives and assured the organizing committee of the conference, the Bureau's support. She informed that officers from the Executive Secretariat can be deputed to help the Iranian Government whenever required by them.

She further requested the organizing committee to hyper-link the conference website to the main website of APMCHUD (www.apmchud.com) for a wider dissemination of information on the forthcoming event. Responding to the same, the Hon'ble Minister

from Iran indicated that the hyperlink could be effected with the APMCHUD website shortly.

The Chairperson also desired that all the member countries of APMCHUD be requested to prepare their country reports on actions taken subsequent to the Delhi Declaration on issues highlighted therein.

The representative from Jordan thanked the Hon'ble Vice Minister, Housing and Urban Development, Government of Iran on the comprehensive presentation and efforts made by the organizing committee in the preparation of conference.

The representative from Azerbaijan, Dr. Azer Khanrolov, conveyed his appreciation to the organizing committee for its vision and meticulous planning for conducting the 2nd conference in a successful manner. He assured the help of Government of Azerbaijan in the successful conduct of the event.

The Hon'ble Minister from Iran welcomed the suggestions from the members of the Bureau and the Chairperson for the success of the forthcoming conference.

Item No.5: Any other items with the permission of the Chair.

Ensuring a larger participation of member countries in the 2nd APMCHUD Conference at Tehran:

The Bureau was of the unanimous view that all efforts should be made to ensure a larger participation at the ministerial level of the member countries of the APMCHUD. It was felt that the forthcoming conference is a very important event to evolve viable mechanisms to implement the objectives of APMCHUD for ensuring sustained growth of APMCHUD initiatives. The chairperson requested all the member countries to do their best to ensure the success of the 2nd conference of AMPCHUD at Tehran.

The 3rd meeting of the Bureau ended with a vote of thanks to the Chair.

Item No. 2 : Action taken report on the decision of the 2nd Bureau in its 1st Meeting

Decision taken	Action Taken
<p>Convening of the 2nd meeting of the new Bureau during the last 10 days of August 2008 to be held at the invitation of any member country. The countries were requested to send in their offers to the Chief Coordinator</p>	<p>A separate communication was issued by the Chief Coordinator to the representatives of the local missions at New Delhi of the member countries soliciting their proposal to host the 2nd Meeting. The Secretariat had received an offer from the Government of Iran and India and in consultation with the Chairperson of the Bureau the venue was decided to be New Delhi.</p>
<p>The agenda for the next meeting to be finalized by the Secretariat and the member countries were requested to send in their items as they deem fit</p>	<p>The Secretariat has prepared the draft Agenda for the meeting. The members were requested to forward their agendas, if any for inclusion in the agenda note for the meeting. The Secretariat has not received any Agenda Items from any other member which could have been incorporated in the agenda items to be discussed in the 2nd meeting of the 2nd Bureau.</p>
<p>Action on Tehran Declaration and Action Plan for Regional Cooperation on promoting Sustainable Urban Development among Asia-Pacific countries</p>	<p>The Secretariat immediately after the conference posted the Tehran Declaration and Action Plan for Regional Cooperation on promoting Sustainable Urban Development among Asia-Pacific countries on its website for effective dissemination. A communication was also issued by the Secretariat to all the member countries enclosing therewith Tehran Declaration and the Action Plan and soliciting their support in effective implementation of the same.</p>
<p>Soliciting the support and coordination from multi lateral agencies for the APMCHUD</p>	<p>A communication informing various multi lateral agencies like ADB, UNDP, World Bank, KfW etc. regarding the brief details on the establishment of</p>

	<p>APMCHUD and soliciting their support and cooperation was issued by the Secretariat. Further to the same, a meeting of the local representatives of these institutions was convened by the Secretariat in which the representatives from ADB, World Bank and DFID participated. Further separate meetings were also held with representatives of ADB & DFID.</p>
<p>Soliciting the support of UN-Habitat for establishment of APMCHUD Secretariat</p>	<p>The Secretariat through its communications sought guidance from UN-Habitat regarding formal registration of APMCHUD Secretariat and on the process that could be followed for contribution of the member countries towards the budget of APMCHUD.</p>
<p>Establishment of Sub-regional Slum Upgrading Working Groups as stipulated in the Action Plan for Regional Cooperation on promoting Sustainable Urban Development among Asia-Pacific countries</p>	<p>As per the decision, various sub-regional Slum Upgrading Working Groups have to be formulated for which the concerned member of the representative sub-region has been requested to coordinate and propose formation of the respective sub-regional slum upgrading working groups.</p> <p>For Oceania Region, since there are no members in the current Bureau, the request has been sent to PNG.</p>
<p>Draw lessons from valuable experiences of the Islamic Republic of Iran and Japan on seismic risk mitigation</p>	<p>Communication has been issued by the Secretariat to the Hon'ble Minister of Iran and Japan soliciting their cooperation in providing relevant documents and information which could be hosted on the APMCHUD website for wider dissemination.</p>
<p>Establish an Asian Disaster Mitigation Centre in Tehran to design modular training courses to be used in the Asia-Pacific region</p>	<p>During the Tehran conference, the Islamic Republic of Iran had offered to establish an Asian Disaster Mitigation Centre in Tehran to design modular training courses to be used in the Asia-Pacific region. Accordingly, the Vice</p>

	Minister for Housing and Urban Development of Iran and Chairperson of APMCHUD has been requested by the Secretariat to indicate the proposal in this regard which could be deliberated in the meeting of the Bureau.
Follow up on the Establishment of APMCHUD's Permanent Secretariat at New Delhi	<p>The Secretariat has drafted the Statute of the Permanent Secretariat of the Bureau of APMCHUD that may be required for filing with the relevant authorities for its formal registration. An organization chart and the estimate of expenses likely to be incurred have also been prepared. Towards raising resources for the functioning of the Secretariat, the system followed by United Nations for contributions from the members has been studied and a process evolved for adapting the same for the Asia Pacific countries.</p> <p>The issue is proposed to be discussed in the next meeting.</p>

The Bureau may like to note the actions taken and also provide suggestions/ comments, if any.

Item No. 2.1 : Action taken report on the decision of the Third Meeting of the First Bureau

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Decision taken	Action Taken
To ensure a larger participation of member countries in the Second APMCHUD Conference at Tehran	<p>The active follow-up by the organizing committee, the Secretariat and the office of UN-Habitat ensured a healthy participation in the Second Conference of APMCHUD wherein more than 37 countries participated.</p> <p>The Secretariat had followed-up extensively with the member countries directly and through their missions based in New Delhi and had received significant support from the member countries. The UN-Habitat also followed-up through their network of permanent representatives at Nairobi.</p> <p>The extensive follow-up was taken up by the organizing committee including meetings with the Ambassadors of the member countries and through the Embassy of Iran in different countries.</p> <p>Through the sustained and synergic actions of all, the participation was very encouraging with over 18 Ministers and over 37 delegations participating.</p>

Item No. 2.2 : Actions taken by the New Delhi Secretariat subsequent to the Second Conference of APMCHUD held in Tehran

Date	Action
17.5.2008	APMCHUD website updated and the Tehran Declaration and the Action Plan Uploaded along with the new Bureau Member details
18.5.2008	Minutes of the first meeting of the Second Bureau drafted and forwarded
23.5.2008	Letter to Executive Director, UN-HABITAT seeking guidance for establishment of Permanent Secretariat of APMCHUD
23.5.2008	Letters to various multilateral funding organizations like ADB, World Bank etc. seeking support for APMCHUD
23.5.2008	Letters to various inter-governmental bodies like ECO, SAARC etc. seeking their support for APMCHUD
5.6.2008	Meeting of the Multi-lateral Institutions held
5.6.2008	Meeting of the Focal group of representatives from the Embassies and High Commissions of the member Countries of the 2 nd Bureau was held
6.6.2008	Minutes of the Meeting of the Multi-lateral Institutions forwarded
6.6.2008	Minutes of the Meeting of the Focal group of representatives from the Embassies and High Commissions of the member Countries of the 2 nd Bureau, circulated to the members
7.6.2008	Letter to Executive Director, UN-HABITAT seeking guidance on modalities of funding of the Permanent Secretariat of APMCHUD
18.6.2008	Action Plan follow up- Letters to Housing Ministers of Japan and Iran seeking information for sharing on Best Practices on Disaster Management for posting on the Web-site for wider dissemination
18.6.2008	Action Plan follow up- Letters to Housing Ministers of the Bureau Member Countries requesting for taking action for establishment of Sub-Regional Slum Upgradation Working Groups in each of the Sub-regions.
24.6.2008	Minutes of the 1 st Meeting of the Second Bureau forwarded to Hon'ble Members
24.6.2008	Action Plan follow up- Letters to Housing Ministers of the Bureau Member Countries requesting for nomination on the Steering Group to be formulated for taking up Feasibility study on Urban and Rural Planning & Management
27.6.2008	Meeting with Officials of ADB, Manila, Mr. Hum Kim & Mr. Sekhar Bonu deputed by the President ADB to discuss options for possible cooperation between ADB and APMCHUD
28.6.2008	Letter to DFID thanking them on their response and soliciting their continued cooperation and help

28.6.2008	Letter to The World Bank thanking them on their response and soliciting their continued cooperation and help
28.6.2008	Letter to UN-ESCAP thanking them on their response and soliciting their continued cooperation and help
28.6.2008	Letter to ADB thanking them on their response and soliciting their continued cooperation and help
28.6.2008	Minutes of the 1 st meeting of the 2 nd Bureau placed on the web-site
28.6.2008	The Delhi Declaration Reprinted incorporating the 'Framework for the Executive Secretariat of the Bureau of APMCHUD' as Annexure, which was ratified in the 2 nd APMCHUD Conference in Tehran
15.7.2008	Discussion with SAARC and other inter-governmental bodies for identifying the structure of the basic document for formal registration of the APMCHUD Secretariat.
25.7.2008	The agenda papers for the next meeting of the Bureau drafted and compiled and sent to Chairperson, APMCHUD for approval
05.08.2008	Meeting of the Focal Group of the representatives from the missions of the Bureau member countries held
05.08.2008	Meeting with the local representatives of the multilateral agencies held
07.08.2008	Minutes of the meeting of the Focal group and the multilateral agencies finalized and circulated
12.08.2008	Letter regarding World Urban Forum to be held on November 3-7 at Nanjing, China – High Level Segment, Ministers' Round Table, sent to all members of APMCHUD
18.08.2008	Letter regarding activities to be undertaken by various Asia Pacific countries for compiling and posting the same on APMCHUD website – sent to all members of APMCHUD
23.08.2008	Letter to Permanent Secretary, DFID. London for interaction with DFID India for mutual exchange of experiences with regard to sustainable development of human settlements
25.09.2008	Minutes the meeting with the Representatives of DFID. Delhi, in regard to cooperation on housing and urban development issues with APMCHUD
25.09.2008	Meeting of the Focal Group of representatives from the Embassies/High Commissions finalized and minutes circulated
29.09.2008	Copy of invitation letter from the Chairperson sent to all the members of the Bureau
29.09.2008	Letter to UN-HABITAT inviting representatives for participation in the Bureau Meeting
30.09.2008	Incorporation of corrections indicated by the Chairperson in the draft Agenda
30.09.2008	Circulation of Agenda Items to the Members.



Sunil Kumar Singh
Joint Secretary (Housing)
 Tele No.23061665
 Fax No.23061497
 E-mail: js-muepah@nic.in

भारत सरकार
 आवास और शहरी गरीबी
 उपशमन मंत्रालय
 GOVERNMENT OF INDIA
 MINISTRY OF HOUSING &
 URBAN POVERTY ALLEVIATION

नई दिल्ली-110011, तारीख 200
 New Delhi-110011, Dated the 200

D.O. No.APMCHUD/2ND BUREAU/2008
 May 23, 2008

Excellency,

At the outset, on behalf of the Permanent Secretariat of the Bureau of APMCHUD and on my personal behalf, I would like to convey our profound gratitude for the extensive support and guidance provided by UN-Habitat in the successful organization of the 2nd Asia Pacific Ministerial Conference on Housing and Urban Development at Tehran during 12-14th May 2008. Your personal presence and leadership provided a special impetus to the entire event.

2. As decided during the Conference, the Secretariat is initiating a number of actions towards effective implementation of the Tehran Declaration and the Action Plan under the guidance of the Bureau. The continued guidance and support of the UN-Habitat is imperative for achieving a sustained progress in this regard.

3. The Permanent Secretariat is in the process of formalizing its establishment through framing its legal documents for its formal registration as per international requirements for such Institutional Bodies. In this regard, we seek the guidance of UN-Habitat for facilitating preparation of the requisite documents as well as the required processes that need to be complied with for its formal establishment including legal registration.

4. We look forward to your continued kind support in making this mechanism a vibrant entity towards effectively addressing the common objective of sustainable development of human settlements in the Asia-Pacific region.

With regards,

Yours sincerely

(Sunil Kumar Singh)

H.E. Miss Anna Tabajjuka
 Executive Director
 UN-HABITAT
 Nairobi.



Sunil Kumar Singh
Joint Secretary (Housing)
Tele No.23061665
Fax No.23061497
E-mail: js-muepah@nic.in

भारत सरकार
आवास और शहरी गरीबी
उपशमन मंत्रालय

GOVERNMENT OF INDIA
MINISTRY OF HOUSING &
URBAN POVERTY ALLEVIATION

नई दिल्ली-110011, तारीख 200
New Delhi-110011, Dated the 200

D.O. No.I-21015/2/2007-H
May 23, 2008

Subject: Asia Pacific Ministerial Conference on Housing and Urban Development
(APMCHUD)

Dear Mr. Kurudi,

As you are kindly aware, the countries in the Asia-Pacific Region, in their effort towards achieving sustainable, holistic and inclusive human settlements development, have established the Forum of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD). This was established in recognition of the fact that a synergic approach would go a long way in addressing these challenges of housing and urban development sector more comprehensively.

2. In the First Asia-Pacific Ministers Conference on Housing & Urban Development which was held in New Delhi during 13-16th December 2006, the Conference had pronounced the Delhi Declaration on the establishment of the Asia-Pacific Ministers Conference on Housing and Urban Development (APMCHUD) and had also evolved an 'Enhanced Framework of Implementation for Sustainable Urbanization in Asia-Pacific'.

3. In continuation of this First Conference at New Delhi, the Second Conference of the APMCHUD was held at Tehran during 12-14th May 2008, which was participated by 38 country delegations from the Asia Pacific Region. The Conference has adopted a 'Tehran declaration' and an 'Action Plan' for its implementation towards addressing the challenge of sustainable human settlements in the Asia Pacific Region.

4. I am happy to inform you further that a Permanent Secretariat of the APMCHUD has been established at New Delhi. Details of the Permanent Secretariat of the APMCHUD are as under:

Permanent Secretariat
Bureau of APMCHUD
HUDCO Bhawan, 5th Floor
Housing and Urban Development Corporation Ltd (HUDCO)
India Habitat Centre, Lodhi Road
New Delhi 110 003, India
e-mail ID: apmchud.bureau@gmail.com

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
5. The activities of the Permanent Secretariat are guided by the Bureau of APMCHUD which is currently being chaired by the Islamic Republic of Iran, and is represented by the member countries of the Republic of Armenia, the Peoples' Republic of China, the Republic of India, the Republic of Indonesia, the Islamic Republic of Pakistan and the State of Qatar. The activities of the Secretariat are being coordinated by the Chief Coordinator Mr S.K.Singh, Joint Secretary (Housing), Ministry of Housing and Urban Poverty Alleviation, Government of India (Telephone No: 0091-11-23061665/Fax: 0091-11-23061497; e-mail: jshupa@gmail.com).

6. The APMCHUD, through the Tehran Declaration and Action Plan for its implementation, has drawn up an ambitious agenda for itself and a significant cooperation from the multifarious International/Regional Institutions/Programmes would be an imperative to successfully address the challenges. In this regard, we, in the APMCHUD look forward to receive your guidance, cooperation and collaboration in promoting the various activities and initiatives of APMCHUD. I am sure with significant collaboration and cooperation from you and your Institution, a substantial progress could be made in improving the human settlements conditions in the Asia-Pacific region.


7. I look forward to receive your cooperation towards promoting sustainable human settlements in our Asia-Pacific Region.

With regards,

Yours sincerely


(Sunil Kumar Singh)

Mr Haruhiko Kuroda
President
Asian Development Bank (ADB)
6 ADB Avenue, Mandaluyong City 1550
P.O. Box 789
0980 Manila,
Philippines

 **Sunil Kumar Singh**
Joint Secretary (Housing)
Tele No.23061665
Fax No.23061497
E-mail: js-muepah@nic.in
सत्यमेव जयते

भारत सरकार
आवास और शहरी गरीबी
उपशमन मंत्रालय
GOVERNMENT OF INDIA
MINISTRY OF HOUSING &
URBAN POVERTY ALLEVIATION
नई दिल्ली-110011, तारीख 200
New Delhi-110011, Dated the 200
D.O. No.I-21015/2/2007-H
May 23, 2008

Subject: Asia Pacific Ministerial Conference on Housing and Urban Development
(APMCHUD)

Dear Mr. Dery,

As you are kindly aware, the countries in the Asia-Pacific Region, in their effort towards achieving sustainable, holistic and inclusive human settlements development, have established the Forum of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD). This was established in recognition of the fact that a synergic approach would go a long way in addressing these challenges of housing and urban development sector more comprehensively.

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3. In continuation of this First Conference at New Delhi, the Second Conference of the APMCHUD was held at Tehran during 12-14th May 2008, which was participated by 38 country delegations from the Asia Pacific Region. The Conference has adopted a 'Tehran declaration' and an 'Action Plan' for its implementation towards addressing the challenge of sustainable human settlements in the Asia Pacific Region.

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Permanent Secretariat
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e-mail ID: apmchud.bureau@gmail.com

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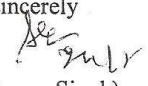
5. The activities of the Permanent Secretariat are guided by the Bureau of APMCHUD which is currently being chaired by the Islamic Republic of Iran, and is represented by the member countries of the Republic of Armenia, the Peoples' Republic of China, the Republic of India, the Republic of Indonesia, the Islamic Republic of Pakistan and the State of Qatar. The activities of the Secretariat are being coordinated by the Chief Coordinator Mr S.K.Singh, Joint Secretary (Housing), Ministry of Housing and Urban Poverty Alleviation, Government of India (Telephone No: 0091-11-23061665/Fax: 0091-11-23061497; e-mail: jshupa@gmail.com).

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7. I look forward to receive your cooperation towards promoting sustainable human settlements in our Asia-Pacific Region.

With regards,

Yours sincerely


(Sunil Kumar Singh)

H.E. Mr. Chenkyab Dorji
Secretary General of SAARC
SAARC Secretariat,
PO Box 4222, Tridevi Marg,
Kathmandu, Nepal.

Minutes of the 2nd meeting of the Focal Group of representatives from the Embassies/High Commissions in Delhi of the member countries of the 2nd Bureau of the APMCHUD

Venue : Office of the Joint Secretary (Housing) & Chief Coordinator,
Bureau of the APMCHUD

Date & Time : June 5, 2008 at 5.00 PM

Present :

- Mr Ara Avetissian, First Secretary & Consul, Embassy of Armenia
- Mr Lin Shiguang, Third Secretary, Embassy of the Peoples Republic of China
- Mr Nahot J.Simbolon, Minister Counsellor, Embassy of Indonesia
- Mr. Bardia Navaee, Second Counsellor, Embassy of the Islamic Republic of Iran
- Mr Irfan Ahmed, First Secretary (Political), High Commission of the Islamic Republic of Pakistan
- Mr Rashid Mairza M.A.Al-Mulla, Embassy of the State of Qatar
- Mr. S.K. Singh, JS(H), Govt. of India & Chief Coordinator, Bureau of the APMCHUD

- Dr. P. Jayapal, Executive Director, HUDCO
- Mr. Rajesh Goel, Deputy Chief, HUDCO

The Chief Coordinator and Joint Secretary (Housing) welcomed the members of the Focal Group from Armenia, Indonesia and Qatar to the second meeting of the Focal Group, who could not participate in the first meeting held on 19th May 2008. The Chief Coordinator briefly explained the members on the background of APMCHUD, the Bureau of APMCHUD and the Permanent Secretariat and the purpose of the Focal group in this context.

The Chief coordinator outlined the successful conduct of the Second Conference of the APMCHUD at Tehran, Islamic Republic of Iran held during 12-14th May, 2008, and also the pronouncement of the Tehran Declaration and the Action Plan for implementation of the Declaration adopted in the event.

He specifically highlighted that during the Second Conference, the Second Bureau of the APMCHUD has been constituted with the membership of the Republic of Armenia, the Peoples republic of China, the Republic of Indonesia, the Islamic Republic of Iran, the Islamic

Republic of Pakistan, the State of Qatar in addition to the Republic of India. Explaining the important role to be played by the Focal group, the Chief Coordinator solicited the cooperation of all the members for the successful coordination among the member countries of the newly constituted Second Bureau. The decision of APMCHUD to hold the third conference of APMCHUD in Indonesia in 2010 was also explained. The Chief coordinator also briefed the members on the forthcoming World Urban Forum meet in November 2008 at Nanjing, China, in which the APMCHUD would participate and place its views on the housing and urban development sector. He requested the member from China to take up with the organizers for providing an appropriate and specific slot for APMCHUD, in the event. The Chief Coordinator further explained to the members that the Second Bureau in its 1st meeting held in Tehran on 16th May 2008 had decided to hold the 2nd meeting of the Second Bureau during the last ten days of August 2008 and further desired the Chief Coordinator to finalise the venue for the same. Accordingly, the Chief coordinator requested the members to indicate the willingness to host the 2nd Bureau meeting. He indicated that the agenda items are under preparation by the permanent Secretariat separately. The participating members assured to indicate the same after their consultation with the respective Ministry in their country, shortly.

The meeting concluded with the Chief Coordinator thanking the participants.

Minutes of the 2nd meeting with the Representatives of Multilateral Institutions based at Delhi in regard to mutual cooperation on housing and urban development issues and strengthening of the Executive Secretariat of the APMCHUD

Venue : Office of the Joint Secretary (Housing) & Chief Coordinator, Bureau of the APMCHUD

Date & Time : June 5, 2007 at 3.00 PM

Present :

- Mr. S.K. Singh, Joint Secretary (Housing), Govt. of India & Chief Coordinator, Bureau of the APMCHUD
- Mr Stephen Young, Senior Infrastructure & Urban Development Advisor, DFID India
- Mr Richard L.Clifford, Lead urban Specialist, South Asia Energy & Infrastructure Unit, The World Bank, New Delhi
- Ms Gulfer Cezayirli, Principal Urban Development Specialist, Urban Development Division, South Asia Department, ADB
- Mr Ashok Srivastava, Project Implementation Officer, India Resident Mission, ADB, New Delhi
- Dr. P. Jayapal, Executive Director (Urban & Regional Planning), HUDCO
- Mr. Rajesh Goel, Deputy Chief (Corporate Planning), HUDCO

Welcoming the members to the meeting, the Chief Coordinator and Joint Secretary (Housing) briefed the members on the successful conduct of the Second Conference of the APMCHUD at Tehran, Islamic Republic of Iran during 12-14th May, 2008. He explained on the various activities undertaken as part of the Second Conference and highlighted the pronouncement of the Tehran Declaration and also the Action for Implementation of the Tehran Declaration, at the concluding session of the event. He further added that during the Second Conference, the Second Bureau of the APMCHUD has been constituted with the membership of the Republic of Armenia, the Peoples republic of China, the Republic of Indonesia, the Islamic Republic of Iran, the Islamic Republic of Pakistan, the State of Qatar in addition to the

Republic of India. The Chief Coordinator also briefed about the decision of APMCHUD on the establishment of the permanent secretariat in Delhi, and also on the decision to hold the 3rd Conference of the APMCHUD in Indonesia in 2010.

The Chief Coordinator of the Bureau of APMCHUD requested the members to recall the discussions in the first meeting during which their cooperation and guidance was sought in the successful undertaking of various collaboration initiatives by the Bureau of the APMCHUD. In this regard, he highlighted the various points enlisted in the Action Plan for the implementation of the Tehran Declaration, and the need to take up a large number of collaborative initiatives. He specifically noted that the initiatives pertain to the field of urban and rural planning and management, urban slums upgrading, delivery of millennium development goals for water and sanitation, financing sustainable housing – enhancing affordability and quality of low income housing, and development of sustainable urbanization with a focus on natural disasters.

Agreeing with the opportunities for collaboration as the themes identified are extensively relevant to ADB as well, the representative from ADB indicated that the details of collaboration may have to be considered at their Head Quarters. She further indicated that their Head Quarters would be informed of the APMCHUD initiative including the Delhi Declaration and the Tehran Declaration, and felt that in the next meeting possibly a representative from their Head Quarters may consider participating in such a meeting, as the per-view is much wider for the Indian Resident Mission. She however assured all possible coordination and collaborative assistance as decided by the ADB head Quarters.

Agreeing to the view that the initiative has a much larger scope, the representative from DFID commended the new initiative of APMCHUD and the new Bureau in identifying various action points for taking APMCHUD's agenda forward. He opined that a considerable scope exists for mutual collaboration and experience sharing in the field of housing and urban development, and that the detailed need to be worked out based on further discussions. He assured that this would be taken up with DFID head Quarters for appropriate guidance.

Indicating that the contents of the declaration and action points identified are very relevant for sustainable development of human settlements in the Asia-Pacific region, the representative from World Bank expressed that such cooperation initiatives would go a long way in promoting the common purpose of comprehensively addressing the human settlement development concerns. He assured that the details would be informed to their Head Quarters for an appropriate decision on collaboration.

Thanking the members for their cooperation, the Chief Coordinator reiterated that the assistance sought relate to the potential opportunities for collaboration and experience sharing and also for supporting the institutional strengthening of the Permanent secretariat through support for personnel to be involved, as initially, the Government of India is supporting the permanent Secretariat at Delhi. It was decided that the next meeting could be scheduled after a month, so that the respective Head Quarters of the multilateral Institutions are apprised of the developments of APMCHUD and also an appropriate decision is taken on the possibility of participation by a representative from their Head Quarters.

The meeting concluded with the Chief Coordinator thanking the participants.



भारत सरकार
आवास और शहरी मामलों
उप-सचिव मंत्रालय,
के.एम. भवन, नई दिल्ली-110005
GOVERNMENT OF INDIA
MINISTRY OF HOUSING &
URBAN POVERTY ALLEVIATION,
K.M. BHAVAN, NEW DELHI-110005

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD
& Joint Secretary (Housing)
Tele No.23061665
Fax No.23061497
E-mail: jshupa@gmail.com

D.O. No.APMCHUD/2ND BUREAU/2008
June 7, 2008

Excellency,

The Permanent Secretariat of the Bureau of APMCHUD is grateful for the extensive support and guidance provided by UN-Habitat towards the initiatives of the Asia Pacific Ministerial Conference on Housing and Urban Development.

As decided during the Conference, the Permanent Secretariat is now in the process of its formal registration and other facilitating arrangement, for which we have requested for the guidance and support from UN-Habitat relating to the formalities that need to be completed for legal establishment of such inter-governmental bodies. We look forward to the inputs from UN-Habitat in this regard.

Further towards generating resources for the operations of the Permanent Secretariat, we have solicited the support of the multilateral agencies like ADB, World Bank, UNDP, KfW etc. towards which a meeting of their local representatives was also convened recently. We have also constituted a focal group of the representatives from the local missions of the bureau member countries in line with the process followed by the UN-Habitat. We have already have held a series of meeting of the focal group.

The Permanent Secretariat would also request the guidance relating to the process and modalities of the contributions to be made by the member countries towards the setup, possibly on the UN pattern or some alternative arrangements that could be suggested by the UN-Habitat for raising resources for such bodies created under the aegis of UN_Habitat.

We look forward to your continued kind support in making this mechanism a vibrant entity towards effectively addressing the common objective of sustainable development of human settlements in the Asia-Pacific region.

With kind regard

Yours sincerely

Sunil Kumar Singh

Ms. Anna Tibaijuka
Executive Director
UN-Habitat
Nairobi, Kenya

✓ Copy to: Mr. Mohammed Halfani, UN-Habitat

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Executive Secretariat
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road
New Delhi – 110 003, INDIA
e-mail : bureau.apmchud@gmail.com

No. APMCHUD/Bureau/3/2008

Dated : 18th June, 2008

Excellency,

At the outset I would like to convey our sincere gratitude for your continued support and guidance for the initiatives of the Asia-Pacific Ministers' Conference on Housing and Urban Development (APMCHUD) held on 3rd February, 2008 in Tehran, Iran and towards the success of the 2nd Conference of APMCHUD held at Tehran during May 12-14, 2008 at Tehran.

As you are kindly aware, during the 2nd Conference of APMCHUD held at Tehran, the member countries had unanimously adopted an Action Plan for Regional Cooperation on promoting Sustainable Urban Development among Asia-Pacific countries, which underline the various actions under the following major sub-themes:-

1. Urban and Rural Planning & Management
2. Urban Slums Upgradation
3. Water & Sanitation
4. Financing Sustainable Housing
5. Sustainable Urbanisation

A copy of the Tehran Declaration and Action Plan is enclosed for your ready reference. Specifically, under the Sustainable Urbanisation, it was decided that action may be taken to draw lesson from valuable experiences of the Islamic Republic of Iran and Japan on seismic risk mitigation.

In regard to sharing of experiences from Japan, we would request you to kindly arrange to provide the Secretariat with the relevant documents and information so that the same could be hosted on the web-site for wider dissemination.

With kind regards,

Yours sincerely,

Sd/-

(S K Singh)

H.E. Mr.Tetsuzo Fuyushiba
Minister for Land, Infrastructure and Transport
2-1-2, Kasumigaseki, Chiyoda-ku, Tokyo
Japan

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Executive Secretariat
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road
New Delhi – 110 003, INDIA
e-mail : bureau.apmchud@gmail.com

No. APMCHUD/Bureau/3/2008

Dated : 18th June, 2008

Excellency,

As you are kindly aware, during the 2nd Conference of APMCHUD held at Tehran, the member countries had unanimously adopted the Action Plan for Regional Cooperation on promoting Sustainable Urban Development among Asia-Pacific countries, which underline the various actions under the following major sub-themes:-

1. Urban and Rural Planning & Management
2. Urban Slums Upgradation
3. Water & Sanitation
4. Financing Sustainable Housing
5. Sustainable Urbanisation

Specifically, under the Sustainable Urbanisation, it was decided that action may be taken to draw lesson from valuable experiences of the Islamic Republic of Iran and Japan on seismic risk mitigation and also to establish an Asian Disaster Mitigation Centre in Tehran to design modular training courses to be used in the Asia-Pacific region.

In regard to sharing of experiences from the Islamic Republic of Iran, we would request you to kindly arrange to provide the Secretariat with the relevant documents and information so that the same could be hosted on the web-site for wider dissemination. Further, in regard to establishment of Asian Disaster Mitigation Centre in Tehran, we would request you to kindly forward a draft proposal in this regard which could be put up in the next Bureau Meeting for finalization.

With kind regards,

Yours sincerely,

Sd/-

(S K Singh)

HE Mr Manoucher Kajeh Daloui
Vice Minister for Housing and Urban Development
Islamic Republic of Iran

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Executive Secretariat
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road
New Delhi – 110 003, INDIA
e-mail : bureau.apmchud@gmail.com

No. APMCHUD/Bureau/3/2008

Dated : 18th June, 2008

Excellency,

At the outset I would like to convey our sincere gratitude for your continued support and guidance for the initiatives of the Asia-Pacific Ministers' Conference on Housing and Urban Development (APMCHUD) and towards the success of the 2nd Conference of APMCHUD held at Tehran during May 12-14, 2008 at Tehran.

As you are kindly aware, during the 2nd Conference of APMCHUD held at Tehran, the member countries had unanimously adopted an 'Action Plan for Regional Cooperation on promoting Sustainable Urban Development among Asia-Pacific countries', which underline the various actions under the following major sub-themes:-

1. Urban and Rural Planning & Management
2. Urban Slums Upgradation
3. Water & Sanitation
4. Financing Sustainable Housing
5. Sustainable Urbanisation

Specifically, under the Urban Slums Upgradation, the action plan called for APMCHUD to establish sub-regional slum upgrading working groups which would be expected to coordinate the following activities:-

Data collection and monitoring :

- Improving existing slum indicators for the Region
- Regular regional data collection on slums
- Regional progress reporting on slum upgrading against agreed indicators and benchmarks
- Regional impact assessment of slum upgrading initiatives

Experience sharing on good practices and policies on:

- Participation mechanisms for slum upgrading
- Scaling up of successful upgrading programmes
- Slum prevention through enabling housing strategies

Capacity building:

- Field visits by various stakeholders for hands-on experience exchange
- Development of policy guides, training materials and academic curricula
- Strengthening local authorities and their partners, e.g. NGOs, CBOs, private sector, training and academic institutions

Networks :

- Comprising of research institutions; governmental institutions; and civil society, community-based, and non-governmental organizations. The sub-regional Working Groups are invited to establish and maintain web-based knowledge bases to facilitate exchange of documented slum upgrading experiences and other related data. These knowledge bases shall be linked to the APMCHUD website.

In this regard, we would solicit your kind cooperation to lead the process of formation of the slum upgrading working groups for your sub-region and towards formulating the draft action plan for the groups and identified possible members of the set up, for placing the same before the meeting of the Bureau for its adoption and finalization.

We would request you to kindly lead the process of formulation of proposal of your sub-region, so that the same can be put up in the next Bureau Meeting which is scheduled to be held during the last week of August, 2008.

With kind regards,

Yours sincerely,

Sd/-

(S K Singh)

To All Bureau Members

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Executive Secretariat
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road
New Delhi – 110 003, INDIA
e-mail : bureau.apmchud@gmail.com

No. APMCHUD/Bureau/3/2008

Dated : 24th June, 2008

Excellency,

The First Meeting of the Second Bureau elected during the Second Conference of APMCHUD held at Tehran during 12-14 May, 2008 was held on 14th May, 2008. The minutes of the meeting of the Bureau have been posted on the website of APMCHUD (www.apmchud.com) . A copy of the same is also enclosed for your ready reference.

Comments on the minutes, if any, may please be forwarded to the secretariat.

With regards,

Yours sincerely,

Sd/-

(S K Singh)

To All Bureau Members

Minutes of the 1st Meeting of the Second Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD)

Date : 14th May, 2008

Venue: Tehran, Islamic Republic of Iran

The 1st Meeting of the newly constituted Second Bureau was held at the IRIB Convention Centre at Tehran on 14th May, 2008 during the Second Asia Pacific Ministerial Conference. The meeting was participated by the following:

H.E. Mohammad Saeedi Kia : In Chair
Minister for Housing and Urban Development
The Islamic Republic of Iran

H.E. Mr. Vardan Vardanyan
Minister for Urban Development
Republic of Armenia

H.E. Kumari Selja
Minister for Housing & Urban Poverty Alleviation
Government of India

H.E. Mohammad Yusuf Asy'ari
Minister for Public Housing
The Republic of Indonesia

H.E. Mr. Rahmatullah Kakar
Federal Minister of Housing & Works
Government of Pakistan

H.E. Dr. Sultan Bin Hassan Al Dosari
Minister of Labour and Social Affairs
State of Qatar

Mr. Sunil Kumar Singh : Chief Coordinator
Joint Secretary of the Bureau
Ministry of Housing and Poverty Alleviation
Government of India

Chairing the First meeting of the Second Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD), the Chairperson H.E. Md. Saeedi Kia, Minister of Housing and Urban Development, Islamic Republic of Iran, welcomed the newly elected members of the Bureau and expressed his confidence for jointly working towards achieving the vision set by APMCHUD including the effective implementation of the Tehran Declaration and the action plan as formulated during the second conference of the APMCHUD.

The Chairman H.E. Mr. Saeedi Kia expressed his deep appreciation for the intensive work and substantial contribution made by the 1st Bureau of APMCHUD under the chairpersonship of H.E. Kumari Selja, Minister of Housing & Urban Poverty Alleviation, Government of India. He felt confident that the 2nd Bureau would continue to make efforts in making the APMCHUD a vibrant body and effectively contributing towards addressing the major challenges of sustainable urbanization in the Asia Pacific region.

The Chairperson indicated that this meeting of the Bureau was an introductory meeting to welcome the members and to brief them on the status of activities and the next meeting would have a detailed discussion on the modalities of operationalising the Tehran Declaration and the Action Plan as adopted in the APMCHUD Conference at Tehran. The Bureau decided to hold the second meeting of the new Bureau tentatively during the last 10 days of August, 2008. The Chairperson informed the members that the next Bureau Meeting could be held on the invitation of any of the member country and accordingly invited the countries to send in their offer to host the Second Meeting to the Chief Coordinator of the Bureau, Mr. Sunil Kumar Singh at an early date so that the schedule for the second meeting could be finalized and communicated to the other members as quickly as possible.

The agenda for the next meeting would be finalized by the Secretariat and the Chairperson invited all the members of the Bureau to send in any agenda item to the Chief Coordinator of the Bureau, Mr. Sunil Kumar Singh, which they deem necessary to be considered by the Bureau so as to finalise the agenda for the second Bureau meeting for circulation to the members.

Concluding the meeting, the Chairperson thanked H.E. Kumari Selja, the Chairperson of the 1st Bureau for her significant contribution to the APMCHUD and hoped that the new Bureau would further strengthen the initiative and take suitable action towards implementing the Tehran Declaration and the Action Plan.

It was also decided that the minutes of the Bureau Meeting be put up on the APMCHUD Website and comments of the members, if any, may be forwarded to the Chief Coordinator of the Bureau, Mr. Sunil Kumar Singh within a fortnight.

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

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Executive Secretariat
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road
New Delhi – 110 003, INDIA
e-mail : bureau.apmchud@gmail.com

No. APMCHUD/Bureau/3/2008

Dated : 24th June, 2008

Excellency,

As you are kindly aware, during the 2nd Conference of APMCHUD held at Tehran, the member countries had unanimously adopted the Action Plan for Regional Cooperation on promoting Sustainable Urban Development among Asia-Pacific countries, which underline the various actions under the following major sub-themes:-

1. Urban and Rural Planning & Management
2. Urban Slums Upgradation
3. Water & Sanitation
4. Financing Sustainable Housing
5. Sustainable Urbanisation

Specifically, under the Urban and Rural Planning & Management, it was decided that action may be taken to carry out a feasibility study that will address:-

- Capacity building for integrated, participatory and inclusive planning at national and local levels.
- The exploration of traditional and indigenous architectural values and urban planning and their incorporation into contemporary architecture and planning.
- The harmonization of spatial plans and policies which transcend national boundaries including those on the effects of environment change.
- The acquisition of spatial data and information including satellite images, aerial photos, cadastral and topographical maps for planning and management purposes in urban and rural areas.
- To initiate a regional urban observatory in collaboration with UN-HABITAT.

In this regard, it is proposed that a Steering group could be formulated to work out the modalities of the feasibility study and the terms of reference for taking up this feasibility study in line with the decision of the 2nd Conference at Tehran. It is proposed that the member countries of the Bureau may identify relevant professionals who could guide the feasibility study and be part of the Steering Group for the same. Since APMCHUD has not yet created a corpus of fund, the nominating countries may also bear the expenses in regard to the participation of the identified professionals for his/her role in the successful implementation and coordination of the feasibility study.

We would request you to kindly forward the details of the professionals who would be the member of the Steering Committee to effectively meet the requirements of the action plan as finalized in the 2nd Conference of APMCHUD in Tehran.

With kind regards,

Yours sincerely,

Sd/-

(S K Singh)



भारत सरकार
आवास और शहरी मामलों
उप-सचिव मंत्रालय,
विभाग: आवास, नई दिल्ली-110109
GOVERNMENT OF INDIA
MINISTRY OF HOUSING &
URBAN POVERTY ALLEVIATION
NIRMAL BHAWAN, NEW DELHI-110109

SUNIL KUMAR SINGH
Joint Secretary (Housing) &
Chief Coordinator, Bureau of APMCHUD
Executive Secretariat
Tel : 011-23061665 / Fax : 23061497
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D.O. No. I-21015/2/2007-H
June 28, 2008

Subject: Asia Pacific Ministerial Conference of the Bureau of Asia Pacific Ministers' on Housing and Urban Development (APMCHUD)

Dear Mr Stephen Young,

Thank you very much for your letter dated 17th June, 2008. We are indeed thankful to you for sending us three copies of the Report on 'Evaluation and Lesson Learning on DFID support to Andhra Pradesh', and also a copy of the Report on the 'Andhra Pradesh - Programme Impacts'. These would be definitely useful and we would attempt disseminate the knowledge among the partners as well.

The Permanent Secretariat of the Bureau of APMCHUD is in the process firming up its structure, composition and activities in line with the pronouncements of the APMCHUD. Shortly, we would be identifying the specific areas in which DFID may consider extending its assistance to APMCHUD.

We look forward to receive your guidance, cooperation and collaboration in promoting the various activities and initiatives of APMCHUD.

I once again thank you for the letter and look forward to receive your continued cooperation in the activities of APMCHUD for promoting sustainable human settlements in our Asia-Pacific Region.

Yours sincerely

(Sunil Kumar Singh)

Mr Stephen Young
DFID, British High Commission
B28, Tara Crescent,
Qutab Institutional Area
New Delhi 110 016



Leading the British Government's fight against world poverty



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Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD and
Joint Secretary (Housing),
Government of India
Ministry of Housing and Urban Poverty
Alleviation,
Nirman Bhavan,
New Delhi 110108

17 June 2008

**ASIA PACIFIC MINISTERIAL CONFERENCE ON HOUSING AND URBAN
DEVELOPMENT (APMCHUD)**

Dear Mr Singh

Thank you for inviting us to the consultation regarding the Executive Secretariat for APMCHUD and for briefing us on the proceedings of the Second Conference of APMCHUD in Tehran. The matters which APMCHUD is seeking to address, namely urban and rural planning and management, urban slums upgrading, delivery of MDGs for water and sanitation, financing sustainable housing and sustainable urbanisation with a focus on natural disasters are of considerable importance to the development of sustainable cities. DFID has a keen interest in urban development and, as you are aware, is involved in a wide range of urban projects in India including support for the implementation of JNNURM and the JNNURM policy unit within your Ministry.

We would be keen to make available to APMCHUD the knowledge and experience from the programmes that we are supporting in India. These include Andhra Pradesh Urban Services for the Poor, Kolkata Urban Services for the Poor, Kolkata Environmental Improvement Project, Madhya Pradesh Urban Services for the Poor, the Community Led Infrastructure Financing Facility in Mumbai and a new programme in Bihar. Much of the acquired knowledge rests in our state partners and project teams and we would be keen to facilitate their participation in any knowledge sharing activities that are promoted by APMCHUD.



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GOVERNMENT OF INDIA
MINISTRY OF HOUSING &
URBAN POVERTY ALLEVIATION
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D.O. No. I-21015/2/2007-H
June 28, 2008

Subject: Asia Pacific Ministerial Conference of the Bureau of Asia Pacific Ministers' on Housing and Urban Development (APMCHUD)

Dear Mr Fayez Omar,

Thank you very much for your letter dated 16th June, 2008. We are happy to note that you have already advised your offices in the South Asia Region to follow up with APMCHUD Secretariat in areas of common interest. I am sure with significant collaboration and cooperation from you and your Institution, a substantial progress could be made in improving the human settlements conditions in the Asia-Pacific region. On receipt of response, we would extensively interact with the World Bank's South Asia Institutions on modalities of mutual cooperation and collaboration.

I once again thank you for the letter and look forward to receive your continued cooperation in the activities of APMCHUD for promoting sustainable human settlements in our Asia-Pacific Region.

Yours sincerely

(Sunil Kumar Singh)

Mr Fayez S.Omar
Senior Manager, India Program
The World Bank
1818 H Street N.W.
Washington, D.C 20433
United States of America

The World Bank

INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPMENT
INTERNATIONAL DEVELOPMENT ASSOCIATION

1818 H Street N.W.
Washington, D.C. 20433
U.S.A.

(202) 473-1000
Cable Address: INTBAFRAD
Cable Address: INDEVAS

June 16, 2008

Mr. Sunil Kumar Singh
Joint Secretary (Housing)
Ministry of Housing and Urban Poverty Alleviation
Government of India

Dear Mr. Singh

Thank you for your letter dated 23 May, 2008 to the President of the World Bank Group. This letter has been forwarded to me for a reply on his behalf.

I was very pleased to learn about the successful meetings of the Asia-Pacific Ministers of Housing and Urban Development and the formation of the Permanent Secretariat. In the context of the growing urbanization process in the Asia-Pacific area, we are hopeful that the efforts of the Ministers will have an important impact on the development process of many countries and contribute to the goal of poverty alleviation.

As you know the World Bank is working on urban and housing issues across South Asia, including India, and we are implementing various technical and operational programs in collaboration with Governments across the region. I have therefore forwarded your letter to my colleagues in the various offices in South Asia to follow up with you and the APMCHUD Secretariat in areas of common interest.

Let me also take this opportunity to congratulate you for taking on the responsibility of Chief Coordinator for the Secretariat.

Wishing you all the best in your future endeavors.

Sincerely,



Faye S. Omar
Senior Manager, India Program

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)

Tel No. : 91-11-23061665

Fax No. : 91-11-23061497

E-mail : js-muepah@nic.in

D.O.No. I-21015/2/2007.H

28th June, 2008

Subject: Asia Pacific Ministerial Conference on Housing and Urban Development
(APMCHUD)

Dear

At the outset, the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD) is grateful for your continued support towards the initiative and for the active participation of UN-ESCAP in the Second Conference of APMCHUD at Tehran.

2. As you are kindly aware, the countries in the Asia-Pacific Region, in their effort towards achieving sustainable, holistic and inclusive human settlements development, have established the Forum of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD). This was established in recognition of the fact that a synergic approach would go a long way in addressing these challenges of housing and urban development sector more comprehensively.

3. In the First Asia-Pacific Ministers Conference on Housing & Urban Development which was held in New Delhi during 13-16th December 2006, the Conference had pronounced the Delhi Declaration on the establishment of the Asia-Pacific Ministers Conference on Housing and Urban Development (APMCHUD) and had also evolved an 'Enhanced Framework of Implementation for Sustainable Urbanization in Asia-Pacific'.

4. In continuation of this First Conference at New Delhi, the Second Conference of the APMCHUD was held at Tehran during 12-14th May 2008, which was participated by 38 country delegations from the Asia Pacific Region. The Conference has adopted a 'Tehran declaration' and an 'Action Plan' for its implementation towards addressing the challenge of sustainable human settlements in the Asia Pacific Region.

5. I am happy to inform you further that a Permanent Secretariat of the APMCHUD has been established at New Delhi. Details of the Permanent Secretariat of the APMCHUD are as under:

Permanent Secretariat
Bureau of APMCHUD
HUDCO Bhawan, 5th Floor
Housing and Urban Development Corporation Ltd (HUDCO)
India Habitat Centre, Lodhi Road
New Delhi 110 003, India
e-mail ID: apmchud.bureau@gmail.com

6. The activities of the Permanent Secretariat are guided by the Bureau of APMCHUD which is currently being chaired by the Islamic Republic of Iran, and is represented by the member countries of the Republic of Armenia, the Peoples' Republic of China, the Republic of India, the Republic of Indonesia, the Islamic Republic of Pakistan and the State of Qatar. The activities of the Secretariat are being coordinated by the Chief Coordinator Mr S.K.Singh, Joint Secretary (Housing), Ministry of Housing and Urban Poverty Alleviation, Government of India (Telephone No: 0091-11-23061665 / Fax:0091-11-23061497; e-mail: jshupa@gmail.com).

7. The APMCHUD, through the Tehran Declaration and Action Plan for its implementation, has drawn up an ambitious agenda for itself and a significant cooperation from the multifarious International/Regional Institutions/Programmes would be an imperative to successfully address the challenges. In this regard, we, in the APMCHUD look forward to receive your guidance, cooperation and collaboration in promoting the various activities and initiatives of APMCHUD. I am sure with significant collaboration and cooperation from you and your Institution, a substantial progress could be made in improving the human settlements conditions in the Asia-Pacific region.

8. I look forward to receive your cooperation towards promoting sustainable human settlements in our Asia-Pacific Region.

With regards

Yours sincerely

Sd/-

Sunil Kumar Singh

Ms. Noeleen Heyzer
Executive Secretary
Economic and Social Commission for Asia and the Pacific (ESCAP).
The United Nations Building
Rajadamnern Nok Avenue
Bangkok 10200 Thailand

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Tel No. : 91-11-23061665
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E-mail : js-muepah@nic.in

D.O.No. I-21015/2/2007.H
28th June, 2008

Subject: Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD)

Dear

The Secretariat of APMCHUD is indeed grateful to you for your kind support and guidance for the initiative of APMCHUD and for your encouraging response to our letter dated May 23, 2008 towards consolidating the initiative taken by the Ministers of Asia Pacific regions dealing with Housing and Urban Development through the support of multi lateral agencies and other stakeholders in the sector like ADB.

Towards exploring the possible avenues of support and cooperation, that ADB and APMCHUD could jointly have towards a synergic partnership, Mr.Hun Kim, Director, Urban Development Division, ADB and Mr. Sekhar Bonu, Senior Urban Development Specialist, Urban Development Division, ADB, had a very fruitful discussion with the Secretariat of APMCHUD on June 27, 2008. The Permanent Secretariat would be continuously interacting with the ADB in this regard.

I would like to take this opportunity to bring to your kind notice the background of the formation of the APMCHUD and the support envisaged for its effective contribution to the sustainable development in the housing and urban development sector in the Asia-pacific regions.

Towards achieving sustainable, holistic and inclusive human settlements development, the UN-Habitat and the Government of India with the active support of other countries in the Asia Pacific regions had conceived the formation of a forum of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD) in line with similar fora already existing in the Latin American region namely Minurvi and the African Ministerial Conference on Housing & Urban Development (AMCHUD) in line with the UN-Habitat's initiative to create such bodies for all the major regions of the world.

Being the host of the First Asia Pacific Ministerial Conference on Housing and Urban Development, held in New Delhi in December 13-16, 2006, India held the Chairpersonship of APMCHUD from 2006 to 2008 with the Bureau represented by countries from the various sub-regions.

The Second Conference of the APMCHUD was held at Tehran during 12-14th May 2008 and as per the convention the Chairmanship of the APMCHUD passed on to Islamic Republic of Iran which they would hold till the next Conference of APMCHUD which is scheduled in 2010 in Indonesia and accordingly in 2010 Indonesia will take over the Chairmanship of APMCHUD. The Chairpersons are duly supported by Bureau which consist of member ministers representing various sub-regions such as, South Asia, South East Asia, East Asia, Central Asia, Western Asia and Pacific & Oceania.

Further, all the initiatives being undertaken by APMCHUD are coordinated by the Permanent Secretariat of the Bureau of the APMCHUD which is established in New Delhi. Details of the Permanent Secretariat of the APMCHUD are as under:

Permanent Secretariat
Bureau of APMCHUD
HUDCO Bhawan, 5th Floor
Housing and Urban Development Corporation Ltd (HUDCO)
India Habitat Centre, Lodhi Road
New Delhi 110 003, India
e-mail ID: apmchud.bureau@gmail.com

The Permanent Secretariat to be effectively manned and to be able to undertake the major responsibilities, it would take substantial resources and cooperation from all its stakeholders especially the multi lateral agencies like ADB. During the initial period of its establishment, the possible support that could be extended to make the set up an effective tool towards meeting the challenges of sustainable urban development in the Asia Pacific regions, could include :-

- Support for manning the Secretariat – the support could be in form of extending help towards providing or meeting the cost of few of the technical experts, possibly on the levels ranging from P4 to D2 in the UN-system.
- Financial Support – Since extensive budget would be required to meet the day-to-day requirements of manning the Secretariat as well as to create a corpus of funds, it would be necessary for accessing financial support from multi-lateral agencies and other stakeholders and ADB could consider providing direct financial support towards the same.
- Support to specific initiatives – Vide the Action Plan for Regional Cooperation on promoting Sustainable Urban Development among Asia-Pacific countries, adopted in the Second Conference of the APMCHUD at Tehran, a number of activities have been planned to be taken up under various sub-themes. A copy of the same is enclosed for your kind reference. This include creation of specific resource sectors and taking up of various studies in the sector. ADB could consider supporting one or more such activities towards contributing to these initiatives.

You would kindly appreciate that an initiative of such magnitude taken up by the Asia Pacific countries cannot succeed without the active participation and support of the concerned stakeholders and APMCHUD is indeed highly grateful to ADB for its

unstinted support and we look forward to receive your continued guidance and assistance towards making APMCHUD a vibrant forum supplementing the extensive work being done by ADB in the sector.

With kind regards

Yours sincerely,

Sd/-

Sunil Kumar Singh

Mr Haruhiko Kuroda
President
Asian Development Bank (ADB)
6 ADB Avenue, Mandaluyong City 1550
P.O. Box 789
0980 Manila,
Philippines

Copy to :

Mr.Hun Kim
Director
Urban Development Division
South Asia Department
Asian Development Bank
6, ADB Avenue, Mandaluyong City
1550 Metro Manila
Philippines

Mr. Sekhar Bonu
Senior Urban Development Specialist
Urban Development Division
South Asia Department
Asian Development Bank
6, ADB Avenue, Mandaluyong City
1550 Metro Manila
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Minutes of the Focal Group of representatives from the Embassies/
High Commissions in Delhi of the member countries of the
2nd Bureau of the APMCHUD

Venue : Office of the Joint Secretary (Housing) & Chief
Coordinator, Bureau of the APMCHUD

Date & Time : August 5, 2008 at 5.00 PM

Present :

- Mr Lin Shiguang, Third Secretary, Embassy of the Peoples Republic of China
- Mr Nahot J.Simbolon, Minister Counsellor, Embassy of Indonesia
- Mr. Bardia Navaee, Second Counsellor, Embassy of the Islamic Republic of Iran
- Mr Irfan Ahmed, First Secretary (Political), High Commission of the Islamic Republic of Pakistan
- Mr. S.K. Singh, JS(H), Govt. of India & Chief Coordinator, Bureau of the APMCHUD
- Dr. P. Jayapal, Executive Director, HUDCO
- Mr. Rajesh Goel, Deputy Chief, HUDCO

At the outset, the Chief Coordinator briefed the members of the developments subsequent to the last meeting of the focal group. He specifically informed about the communication received from ADB, UN-ESCAP, DFID, UNEP etc. wherein they have communicated their willingness to cooperate with APMCHUD in its activities. The Chief Coordinator further informed that a High Level Team from ADB, Manila had recently visited Delhi and had a detailed discussion with the Secretariat on the issue of cooperation between ADB and APMCHUD. This was a follow up based on the communication from the Chief Coordinator of the Bureau to the President, ADB, on whose direction the team had visited for deliberations. The Chief Coordinator indicated that based on the discussions, a detailed proposal covering possible areas of cooperation has been forwarded to the ADB, and it is expected that the same would be deliberated in the Board of Asian Development Bank subsequently.

The Chief Coordinator also informed about the encouraging response received from UN-ESCAP including their willingness to support in the organization of the third APMCHUD Conference in Indonesia in 2010.

The Chief Coordinator indicated that UN-Habitat has confirmed that the next World Urban Forum would be held as per the original schedule at Nanjing. It was also indicated that APMCHUD has received a communication wherein in the Ministerial Round Table scheduled for 3rd November, 2008, as part of this World Urban Forum event, a specific slot for APMCHUD alongwith AMCHUD, MINURVI has been specifically earmarked. The Minister

from China would be chairing the Round Table and the Minister from India in her capacity as the president of the 21st Governing Council of the UN-Habitat would Co-Chair the session.

The Chief Coordinator indicated that the document/statement to be delivered by the Chairperson, APMCHUD during the World Urban Forum would be drafted by the Secretariat after inviting inputs from the Member Countries and would then be put up to the approval of the Bureau in its next meeting.

Regarding the venue and the date for the 2nd Bureau Meeting, the Chief Coordinator indicated that he has received a message from Chairperson indicating his preference for 11th of August or 6th of October. It was informed that 11th August being too close and 6th October, being the World Habitat Day, it may be necessary to reschedule the dates during October, 2008. In regard to venue, it was informed that the response from the State of Qatar is awaited.

The Agenda for the proposed Bureau Meeting was also briefly discussed during the meeting and it was explained that the draft of the same has already been prepared by the Secretariat and Agenda Items have also been solicited from the Bureau Member countries. In regard to the formal registration process for APMCHUD Secretariat, it was suggested by the members to take guidance from related inter-governmental bodies like ECO in Tehran and ASEAN besides SAARC. The representative from Iran agreed to coordinate with ECO to get the requisite details while the member from Indonesia agreed to take up with ASEAN for the purpose.

Regarding the financial arrangements for supporting the secretariat, the Chief Coordinator informed about the meetings and the developments with regard to the multi lateral agencies and expressed his hope that financial support could be forthcoming from ADB, UN-Habitat, UN-ESCAP in due course of time. In regard to the contribution by the member countries, the Chief Coordinator indicated that in line with the UN system of contribution, a draft agenda item has been included for deliberation in the next Bureau Meeting for seeking the guidance and approval of the Bureau. He also indicated that a reference has also been made to the UN-Habitat soliciting their guidance towards formal registration process of the Secretariat as well as financial contribution arrangement from the member countries on the line of UN pattern.

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

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Secretariat of the Bureau of APMCHUD
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road
New Delhi – 110 003, INDIA
Tel : 011-23061665 Fax : 23061497
Email : apmchud.bureau@gmail.com

No. APMCHUD/Bureau/3/2008
Dated : 12TH August, 2008

**Sub : World Urban Forum, November 3-7, 2008 Nanjing, China –
High Level Segment, Ministers' Round Table**

Excellency

As you are kindly aware, the 4th World Urban Forum is scheduled to be held at Nanjing during November 3-7, 2008 and is expected to be participated by a large number of participants representing a wide spectrum of stakeholders.

The World Urban Forum would have a series of activities including plenary sessions, caucus meetings, round tables, networking and training events. The World Urban Forum's Round Tables which are exclusively held for ministers, mayors, parliamentarian, academicians etc. The High-Level Minister's Roundtable segment on 'Harmonious Urbanization' has five main objectives:

- a) to make critical recommendations to UN-HABITAT Governing Council;
- b) to provide practical and concrete recommendations to regional groups such as the Regional Meeting of Ministers and High Authorities of Housing and Urban Development in Latin America and the Caribbean (**MINURVI**), the African Ministerial Conference on Housing and Urban Development (**AMCHUD**) and the Asia Pacific Ministerial Conference on Housing and Urban Development (**APAMCHUD**);
- c) to present specific recommendations to UN-HABITAT for activities to be carried out to strengthen the normative capacity of the organization;
- d) to provide specific recommendations to bilateral agencies and partners that support technical cooperation at country level to harmonize urbanization, especially with regards to social and environmental challenges; and
- e) to advance the national and local implementation of the MDGs and promote harmonious cities.

This Round Table is expected to be addressed by Ministers on the following major issues:-

General: How are domestic resources mobilized in your country to achieve 'harmonious urbanization'? What pro-poor growth policies have been adopted? Can you share some examples and best practices?

On Spatial Harmony: To what extent are regional and national spatial planning integrated? What are the policies and incentive mechanisms put in place by your government to develop regional and spatial harmony in your country?

On Social Harmony: How are shelter shortages assessed in your country ? What policy responses have been developed? What type of policies and programmes should be put in place by Governments to make slums history by 2020?

On Environmental Harmony: What green policies has your country adopted to address climate change and enforce energy-efficient urban development? What are the policies, mechanisms put in place by your Government to reduce city-generated greenhouse emissions? To improve the urban environment?

On Cultural and Generational Harmony: What measures has your Government taken to protect and promote public spaces and cultural diversity? To preserve the historical heritage? To improve inter-generational solidarity in the living environment?

On behalf of the Secretariat of the Bureau of APMCHUD, it is my pleasure to inform you that in the Ministers' Round Table scheduled for 3rd November, 2008, the APMCHUD has been included as a key constituent alongwith the 'Regional Meeting of Ministers and High Authorities of Housing and Urban Development in Latin America and the Caribbean' (MINURVI) and 'Africa Ministerial Conference on Housing and Urban Development' (AMCHUD). In the panel for discussion, 4 speakers from AMCHUD, APMCHUD, MINURVI and OECD regions respectively will have 10 minutes each to address the round table and provide their views on what harmonious cities means to them in reference to the theme.

Incidentally, the Bureau of APMCHUD would be extensively represented on the Round Table with the Hon'ble Minister from China chairing the round table and the Vice Chairs including Iran, as Chairperson of APMCHUD and India, in the capacity of Chairperson of the 21st Governing Council of UN-HABITAT.

On behalf of the Secretariat, I would request your Excellency to provide requisite inputs for preparing a draft for intervention on behalf of APMCHUD in the High Level Ministers Round Table. The presentation on behalf of APMCHUD would be made by the Chairperson, APMCHUD, Mr. Mohammad Saeedi Kia, Hon'ble Minister for Housing and Urban Development, Islamic Republic of Iran.

We look forward to receive your inputs in this regard at an early date for enabling the Secretariat to consolidate the same and prepare the documents on behalf of APMCHUD at the World Urban Forum.

With regards,

Yours sincerely,

Sd/-

(Sunil Kumar Singh)

To All Member Ministers of APMCHUD by Email

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Secretariat of the Bureau of APMCHUD
5th Floor, HUDCO Bhawan
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Tel : 011-23061665 Fax : 23061497
Email : apmchud.bureau@gmail.com

No. APMCHUD/Bureau/3/2008
Dated : 13th August, 2008

Dear Mr. Mohamad Halfani,

We are indeed grateful to you for your kind words for APMCHUD and for the continued support UN-HABITAT is providing for furthering the initiatives taken by APMCHUD.

As we had indicated in our earlier communications, the APMCHUD is in the process of giving final structural shape to its Secretariat in New Delhi for which we had sought guidance from UN-Habitat. Meanwhile, we have received documents relating to the constitution of the Secretariat for SAARC & ECO. Based on the same, a Memorandum of Understanding for Establishment of the Secretariat has been drafted and is likely to be discussed in the next meeting of the Bureau of PMCHUD. We would value your comments on this draft and would like to have your guidance for further improvement especially in line with other such inter-governmental bodies established like MINURVI etc. I am enclosing a copy of the draft MOU proposed for your kind perusal.

Towards the funding options wherein the Secretariat had sought the advice of UN-HABITAT we have worked out on the basis of UN system of contribution from its member countries based on various criterias. From the same we have worked out an appropriate distribution based on the proportions of their contribution in regard to the Asia Pacific Region. I am also enclosing a copy of the same for your kind perusal and comments.

We would be grateful if you could kindly peruse the above documents and offer your guidance in regard so that the same could be effectively deliberated during the next Meeting of the Bureau of APMCHUD, which is scheduled to be convened shortly.

With best regards,

Yours sincerely,

Sd/-

(Sunil Kumar Singh)

Mr. Mohamed Halfani
UN-HABITAT

Copy for kind information to :

The Executive Director
UN-Habitat, Nairobi.

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Secretariat of the Bureau of APMCHUD
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road
New Delhi – 110 003, INDIA
Tel : 011-23061665 Fax : 23061497
Email : apmchud.bureau@gmail.com

No. APMCHUD/Bureau/3/2008
Dated : 12TH August, 2008

**Sub : World Urban Forum, November 3-7, 2008 Nanjing, China –
High Level Segment, Ministers' Round Table**

Excellency

As you are kindly aware, the 4th World Urban Forum is scheduled to be held at Nanjing during November 3-7, 2008 and is expected to be participated by a large number of participants representing a wide spectrum of stakeholders.

The World Urban Forum would have a series of activities including plenary sessions, caucus meetings, round tables, networking and training events. The World Urban Forum's Round Tables which are exclusively held for ministers, mayors, parliamentarian, academicians etc. The High-Level Minister's Roundtable segment on 'Harmonious Urbanization' has five main objectives:

- a) to make critical recommendations to UN-HABITAT Governing Council;
- b) to provide practical and concrete recommendations to regional groups such as the Regional Meeting of Ministers and High Authorities of Housing and Urban Development in Latin America and the Caribbean (**MINURVI**), the African Ministerial Conference on Housing and Urban Development (**AMCHUD**) and the Asia Pacific Ministerial Conference on Housing and Urban Development (**APAMCHUD**);
- c) to present specific recommendations to UN-HABITAT for activities to be carried out to strengthen the normative capacity of the organization;
- d) to provide specific recommendations to bilateral agencies and partners that support technical cooperation at country level to harmonize urbanization, especially with regards to social and environmental challenges; and
- e) to advance the national and local implementation of the MDGs and promote harmonious cities.

This Round Table is expected to be addressed by Ministers on the following major issues:-

General: How are domestic resources mobilized in your country to achieve 'harmonious urbanization'? What pro-poor growth policies have been adopted? Can you share some examples and best practices?

On Spatial Harmony: To what extent are regional and national spatial planning integrated? What are the policies and incentive mechanisms put in place by your government to develop regional and spatial harmony in your country?

On Social Harmony: How are shelter shortages assessed in your country ? What policy responses have been developed? What type of policies and programmes should be put in place by Governments to make slums history by 2020?

On Environmental Harmony: What green policies has your country adopted to address climate change and enforce energy-efficient urban development? What are the policies, mechanisms put in place by your Government to reduce city-generated greenhouse emissions? To improve the urban environment?

On Cultural and Generational Harmony: What measures has your Government taken to protect and promote public spaces and cultural diversity? To preserve the historical heritage? To improve inter-generational solidarity in the living environment?

On behalf of the Secretariat of the Bureau of APMCHUD, it is my pleasure to inform you that in the Ministers' Round Table scheduled for 3rd November, 2008, the APMCHUD has been included as a key constituent alongwith the 'Regional Meeting of Ministers and High Authorities of Housing and Urban Development in Latin America and the Caribbean' (MINURVI) and 'Africa Ministerial Conference on Housing and Urban Development' (AMCHUD). In the panel for discussion, 4 speakers from AMCHUD, APMCHUD, MINURVI and OECD regions respectively will have 10 minutes each to address the round table and provide their views on what harmonious cities means to them in reference to the theme.

Incidentally, the Bureau of APMCHUD would be extensively represented on the Round Table with the Hon'ble Minister from China chairing the round table and the Vice Chairs including Iran, as Chairperson of APMCHUD and India, in the capacity of Chairperson of the 21st Governing Council of UN-HABITAT.

On behalf of the Secretariat, I would request your Excellency to provide requisite inputs for preparing a draft for intervention on behalf of APMCHUD in the High Level Ministers Round Table. The presentation on behalf of APMCHUD would be made by the Chairperson, APMCHUD, Mr. Mohammad Saeedi Kia, Hon'ble Minister for Housing and Urban Development, Islamic Republic of Iran.

We look forward to receive your inputs in this regard at an early date for enabling the Secretariat to consolidate the same and prepare the documents on behalf of APMCHUD at the World Urban Forum.

With regards,

Yours sincerely,

Sd/-

(Sunil Kumar Singh)

To All Member Ministers of APMCHUD

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Tele No. 011 - 23061665
Fax No. 011 - 2306 1497

D.O. No. APMCHUD/2ND BUREAU/2008
Dated : August 18, 2008

Sub : World Habitat Day Celebrations 2008.

Excellency,

As you are kindly aware, that World Habitat Day 2008 shall be celebrated on 6th October 2008. The Secretariat of the APMCHUD would be happy to receive the details of activities undertaken in your country on the occasion of the World Habitat Day. We intent to compile the activities in the Asia-Pacific Region and place the same in the website of APMCHUD (www.apmchud.com) for wider dissemination.

We look forward to your kind cooperation in this regard.

With kind regards,

Yours sincerely,

Sd/-

Sunil Kumar Singh

Minutes of the meeting with the Representatives of DFID. Delhi, in regard to mutual cooperation on housing and urban development issues and strengthening of the Executive Secretariat of the APMCHUD

Venue : Office of the Joint Secretary (Housing) & Chief Coordinator, Bureau of the APMCHUD

Date & Time : September 22, 2008 at .00 PM

Present :

- Mr. S.K. Singh, Joint Secretary (Housing), Govt. of India & Chief Coordinator, Bureau of the APMCHUD
- Mr Michael Anderson, Head, DFID India
- Mr Stephen Young, Senior Programme Manager, DFID India
- Dr. P. Jayapal, Executive Director (Urban & Regional Planning), HUDCO
- Mr. Rajesh Goel, Deputy Chief (Corporate Planning), HUDCO

Welcoming the members from the DFID, India, the Chief Coordinator and Joint Secretary (Housing) briefed them on the Establishment of APMCHUD, the Bureau and its Secretariat. He further explained about the various meeting of the Bureau and the 2nd Conference held at Tehran, Iran.

Highlighting the various activities, the Chief Coordinator indicated that the APMCHUD during its 2nd Conference has approved an Action Plan specifying the various activities proposed to be undertaken during the forthcoming events. He specifically highlighted the five major Themes enlisted for undertaking manifold activities covering (i) Urban and Rural Planning and Management; (ii) Urban Slum Upgradation; (iii) Water and Sanitation; (iv) Financing Sustainable Housing; and (v) Sustainable Urbanization. In this regard, thanking the DFID for its various communications expressing support to this initiative, he indicated that DFID's support could be extended towards strengthening the Establishment of the Bureau by contributing personal or to meet the cost involvement of the personnel, supporting in undertaking of various projects as per the Action Plan outlined by APMCHUD in the Asia Pacific Region, and also in sharing the experiences of DFID in the development context with the Members of the APMCHUD through the Bureau Secretariat.

Reconfirming the DFID's commitment to supporting the initiatives of APMCHUD, Mr. Michael Anderson, Head, DFID indicated that DFID India would be happy to be associated with the developmental initiatives of the Bureau in achieving the common objectives. He indicated that support for any specific activity will have to be sought from

the DFID Hq. in line with the practice as APMCHUD's initiatives would go well beyond DFID India operations. He expressed that there is a significant commonality in the nature of areas DFID and APMCHUD would address and to that extent, there exists significant opportunity for mutual collaboration and cooperation, which could be worked out in detail.

It was agreed that DFID and the APMCHUD would continue the dialogue further towards identifying the specific areas and mode of mutual cooperation and collaboration.

Minutes of the meeting of the Focal Group of representatives from the Embassies/High Commissions in Delhi of the member countries of the 2nd Bureau of the APMCHUD

Venue : Office of the Joint Secretary (Housing) & Chief Coordinator, Bureau of the APMCHUD

Date & Time : September 25, 2008 at 5.00 PM

Present :

- Mr Ara Avetissian, First Secretary & Consul, Embassy of Armenia
- Mr Otto Riadi, Counsellor, Embassy of the Republic of Indonesia
- Mr Meugah Suriyan Sanggamara, Third Secretary (Economic), Embassy of the Republic of Indonesia
- Mr. Bardia Navaee, Second Counsellor, Embassy of the Islamic Republic of Iran
- Mr Janbaz Khan, First Secretary, High Commission for Islamic Republic of Pakistan
- Mr. S.K. Singh, JS(H), Govt. of India & Chief Coordinator, Bureau of the APMCHUD

- Dr. P. Jayapal, Executive Director, HUDCO
- Mr. Rajesh Goel, Deputy Chief, HUDCO

The Chief Coordinator and Joint Secretary (Housing) welcomed the members of the Focal Group from Armenia, Indonesia, Iran and Pakistan for the meeting of the Focal Group. Thanking the members for their participation, he indicated that this meeting had to be called on a short notice as final indication has come from the Chairperson on holding the 2nd meeting of the 2nd Bureau at New Delhi on 13th October, 2008.

The Chief Coordinator indicated that the Bureau meeting would be held on the 13th October, 2008 at the Office of the Secretariat of Bureau at HUDCO Bhawan, India Habitat Centre, Lodhi Road, New Delhi. The formal invitations to the Hon'ble members of the Bureau is being separately sent by the Hon'ble Chairperson of the APMCHUD, H.E. Mr. Mohammed Saeedi Kia, Hon'ble Minister from the Islamic Republic of Iran. Meanwhile, he requested the members of the Focal Group to initiate the preliminary actions towards the participation of the Hon'ble Ministers from their respective countries.

The members of the Focal Group desired that even while the formal invitation is expected shortly from the Hon'ble Chairperson directly to the members of the Bureau, an advance communication from the Bureau Secretariat, in this regard,

would be helpful in initiating the preparatory arrangements. This was agreed to be issued immediately.

The Chief Coordinator of the Bureau requested the Focal Group members to interact with their respective Hon'ble Member Ministers and indicate their programme as early as possible.

He also informed the members of the Focal Group that the draft Agenda is already under the consideration of the Chairman and on receiving approval, the same would be forwarded to the Hon'ble Members of the Bureau with a copy to the Focal Group Members.

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

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Executive Secretariat
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road
New Delhi – 110 003, INDIA
e-mail : bureau.apmchud@gmail.com

D.O. No. APMCHUD/2ND BUREAU/2008
29th September, 2008

Subject : Second meeting of the 2nd Bureau of the Asia Pacific Ministerial Conference on
Housing and Urban Development (APMCHUD)

Excellency,

It is my privilege to enclose a copy of the invitation extended by HE Mr. Mohammad Saeedi Kia, Hon'ble Minister for Housing and Urban Development, Islamic Republic of Iran and Chairman, APMCHUD.

The agenda for the meeting is being forwarded separately. We look forward to your esteemed presence in the meeting of the Bureau at New Delhi on October 13, 2008.

With kind regards,

Yours sincerely,

Sd/-

(SUNIL KUMAR SINGH)

All the members of the Bureau

The Islamic Republic of Iran
Ministry of Housing and Urban Development
Minister

Tel: (+98) 21 82 932 400
Fax: (+98) 21 88 790 162
E-mail: mhud_int_expo



In The Name Of God

All the members of the Bureau

Subject: the second meeting of the bureau of APMCHUD

Excellency,

At the outset, I would like to convey my sincere gratitude for your continued support for the initiatives of the APMCHUD. As we had discussed during our meeting at Tehran on 14th May 2008, the APMCHUD has to take specific actions towards its active participation in the forthcoming World Urban Forum (WUF) meet at Nanjing, China scheduled during November 3-6, 2008.

I am happy to inform you that APMCHUD has been identified to play an important role in the WUF, specially in the Ministerial roundtable, where in specific slots have been allocated for presenting the perception and views of APMCHUD in regard to harmonious city development in the Asia Pacific Region. This is an excellent opportunity for APMCHUD to showcase its important role in the sector.

In order to deliberate on the draft intervention as well as other organizational and technical issues, a meeting of the Bureau has been scheduled for October 13, 2008. The Government of India has consented to host the meeting of the Bureau at New Delhi.

It is my proud privilege to extend an invitation to you for your personal participation in the Bureau meeting at New Delhi on October 13, 2008. I also look forward to receive a confirmation in this regard.

The agenda for the meeting would be separately forwarded by the Secretariat.

With regards

Mohammad Saeedi Kia
Minister of Housing and Urban Development &
APMCHUD Chairman

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Executive Secretariat
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road
New Delhi – 110 003, INDIA
Tel : 011-23061665 Fax : 23061497
Email : apmchud.bureau@gmail.com

No. APMCHUD/Bureau/2008
Dated : 29th September, 2008

Excellency,

At the outset let me express our heartiest gratitude to the UN-Habitat for all the support and guidance it had been rendering to the APMCHUD and also for the extensive support it provided for the successful organization of the Second APMCHUD Conference at Tehran during May, 2008.

As you are aware, the Bureau of APMCHUD was reconstituted at the Second Conference at Tehran and the new Bureau is as under:-

1. H.E. Mr. Mohammad Saeedi Kia, Minister for Housing and Urban Development, Islamic Republic of Iran - Chairperson
2. H.E. Mr. Vardan Vardanyan, Minister of Urban Development, Armenia
3. H.E. Mr. Jiang Weixin, Minister for Housing and Urban-Rural Construction, China.
4. H.E. Kumari Selja, Minister for Housing & Urban Poverty Alleviation, India
5. H.E. Mr. Mohammad Yusuf Asyari, Minister for Public Works, Indonesia
6. H.E. Mr. Rahmatullah Kakar, Federal Minister of Housing & Works, Islamic Republic of Pakistan
7. H.E. Dr. Sultan Bin Hassan Al Dosari, Minister of Labour and Social Affairs, State of Qatar

The next meeting of the Bureau is scheduled to be held on 13th October, 2008 at New Delhi. UN-HABITAT has been continuously guiding us in the establishment of APMCHUD and furthering its objectives and we have been always looking forward to the support and guidance from UN-HABITAT. We are grateful to the UN-HABITAT for nominating its representative to participate in the deliberation in all the Bureau Meetings of APMCHUD. It's my privilege to request you to kindly depute your representative from UN-HABITAT for the meeting of the Bureau of APMCHUD scheduled to be held at New Delhi on 13th October, 2008.

We look forward to receive the representative from UN-HABITAT during this important meeting of the Bureau of APMCHUD.

With regards,

Yours sincerely,

Sd/-

(SUNIL KUMAR SINGH)

H.E. Ms. Anna Tibaijuka
Executive Director
UN-HABITAT
Nairobi.

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
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D.O. No. APMCHUD/2ND BUREAU/2008
29th September, 2008

Subject : Second meeting of the 2nd Bureau of the Asia Pacific Ministerial Conference on
Housing and Urban Development (APMCHUD)

Excellency,

In continuation of our letter dated 29th September, 2008, I am enclosing the list of proposed agenda, as approved by the Hon'ble Chairman of the Bureau, for discussion in the Second meeting of the 2nd Bureau scheduled at New Delhi on 13th October, 2008.

With kind regards,

Yours sincerely,

Sd/-

(SUNIL KUMAR SINGH)

All the members of the Bureau

**Agenda for the 2nd Meeting of the Bureau of the Asia Pacific Ministerial
Conference on Housing and Urban Development**

**Date : 13th October, 2008
Venue : New Delhi, India**

- Item No. 1 : **Ratification of the Minutes of the first Meeting of the second Bureau held on 14th May, 2008 in Tehran & third Meeting of the first Bureau**
- Item No. 2 : **Action taken report on the decision of the second Bureau in its first Meeting**
- 2.1 Action taken report on the decision of the Third Meeting of the First Bureau**
- 2.2 Actions taken by the New Delhi Secretariat subsequent to the Second Conference of APMCHUD held in Tehran**
- Item No. 3 : **The proposed structure for requesting financial support from APMCHUD Member countries**
- Item No. 4 : **Adoption of the Logo for APMCHUD**
- Item No. 5 : **Proposals for implementation of the Second APMCHUD Action Plan**
- Item No. 6 : **Correction of the section under Working group five in the Tehran Action Plan**
- Item No.7 : **Proposal for the effective participation of the regional countries in the Fourth World Urban Forum in Nanjing, China**
- Item No. 8 : **Adoption of the time and place of the third meeting of the second Bureau on the sidelines of WUF4 in Nanjing, China**
- Item No. 9 : **Adoption of the structure of the working groups**
- Item No. 10: **Adoption of the changes to the terms of reference for the secretariat of APMCHUD and the adoption of the description and terms of reference for the rotational secretariat of the Bureau**
- Item No. 11: **Any other item with the permission of the Chair.**

**Item No. 3 : The proposed structure for requesting financial support from
APMCHUD Member countries**

As decided, the Government of India is providing the initial support for operationalisation of the permanent Secretariat at New Delhi, however, with the proposed organization of the permanent Secretariat and for other actions as proposed in the Action Plan and the Tehran Declaration, a significant corpus would need to be established. In this regard, guidance were sought from the UN-Habitat for contribution from the member countries and other donors for such inter-governmental bodies. Based on the guidance provided by UN-Habitat and the norms of United Nations followed in this regard the normal contribution breakup for the members of UN is attached. Further, out of the same, considering only the countries in the Asia Pacific Region, the break up of contribution have been worked out and is also placed.

It is proposed that based on the organization structure to be approved by the Bureau in the previous items and budget requirement accordingly, we may solicit the contributions of the member countries for APMCHUD. Further, we may request countries to also make further contributions for the corpus as they deem appropriate.

The Bureau may consider.



भारत सरकार
आवास और ग्रामीण गरीबी
उपशान्त मंत्रालय,
वि. आ. भवन, नई दिल्ली-110 008
GOVERNMENT OF INDIA
MINISTRY OF HOUSING &
URBAN POVERTY ALLEVIATION,
VIGYAN BHAVAN, NEW DELHI-110 008

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD
& Joint Secretary (Housing)
Tele No.23061665
Fax No.23061497
E-mail: jshupa@gmail.com

D.O. No.APMCHUD/2ND BUREAU/2008
June 7, 2008

Excellency,

The Permanent Secretariat of the Bureau of APMCHUD is grateful for the extensive support and guidance provided by UN-Habitat towards the initiatives of the Asia Pacific Ministerial Conference on Housing and Urban Development.

As decided during the Conference, the Permanent Secretariat is now in the process of its formal registration and other facilitating arrangement, for which we have requested for the guidance and support from UN-Habitat relating to the formalities that need to be completed for legal establishment of such inter-governmental bodies. We look forward to the inputs from UN-Habitat in this regard.

Further towards generating resources for the operations of the Permanent Secretariat, we have solicited the support of the multilateral agencies like ADB, World Bank, UNDP, KfW etc. towards which a meeting of their local representatives was also convened recently. We have also constituted a focal group of the representatives from the local missions of the bureau member countries in line with the process followed by the UN-Habitat. We have already have held a series of meeting of the focal group.

The Permanent Secretariat would also request the guidance relating to the process and modalities of the contributions to be made by the member countries towards the setup, possibly on the UN pattern or some alternative arrangements that could be suggested by the UN-Habitat for raising resources for such bodies created under the aegis of UN_Habitat.

We look forward to your continued kind support in making this mechanism a vibrant entity towards effectively addressing the common objective of sustainable development of human settlements in the Asia-Pacific region.

With kind regard

Yours sincerely

Sunil Kumar Singh

Ms. Anna Tibaijuka
Executive Director
UN-Habitat
Nairobi, Kenya

✓ Copy to: Mr. Mohammed Halfani, UN-Habitat

Country	Overall Allocation as per UN Syaytem	Allocation for Asia-Pacific Region
Afghanistan	0.001	0.003
Armenia	0.002	0.007
Australia	1.787	6.188
Azerbaijan	0.005	0.017
Bahrain	0.033	0.114
Bangladesh	0.01	0.035
Bhutan	0.001	0.003
Brunei	0.026	0.090
Cambodia	0.001	0.003
China	2.667	9.236
Cyprus	0.044	0.152
DPR Korea	0.007	0.024
Fiji	0.003	0.010
Georgia	0.003	0.010
India	0.45	1.558
Indonesia	0.161	0.558
Iran	0.18	0.623
Iraq	0.015	0.052
Israel	0.419	1.451
Japan	16.624	57.568
Jordan	0.012	0.042
Kazakhstan	0.029	0.100
Kiribati	0.001	0.003
Kuwait	0.182	0.630
Kyrgyzstan	0.001	0.003
Lao	0.001	0.003
Lebanon	0.034	0.118
Malaysia	0.19	0.658
Maldives	0.001	0.003
Marshall Islands	0.001	0.003
Micronesia	0.001	0.003
Mongolia	0.001	0.003
Myanmar	0.005	0.017
Nauru	0.001	0.003
Nepal	0.003	0.010
New Zealand	0.256	0.887
Oman	0.073	0.253
Pakistan	0.059	0.204
Palau	0.001	0.003
Papua PG	0.002	0.007
Philippines	0.078	0.270
Qatar	0.085	0.294
Republic Of Korea	2.173	7.525
Russian Fedration	1.2	4.156
Samoa	0.001	0.003
Saudi Arabia	0.748	2.590
Singapore	0.347	1.202

Solomon Islands	0.001	0.003
Sri Lanka	0.016	0.055
Syria	0.016	0.055
Tajikistan	0.001	0.003
Thailand	0.186	0.644
Timor-Leste	0.001	0.003
Tonga	0.001	0.003
Turkey	0.381	1.319
Turkmenistan	0.006	0.021
Tuvalu	0.001	0.003
UAE	0.302	1.046
Uzbekistan	0.008	0.028
Vanuatu	0.001	0.003
Vietnam	0.024	0.083
Yemen	0.007	0.024
Total	28.877	100

Afghanistan	0.001
Albania	0.006
Algeria	0.085
Andorra	0.008
Angola	0.003
Antigua	0.002
Argentina	0.325
Armenia	0.002
Australia	1.787
Austria	0.887
Azerbaijan	0.005
Bahamas	0.016
Bahrain	0.033
Bangladesh	0.01
Barbados	0.009
Belarus	0.02
Belgium	1.102
Belize	0.001
Benin	0.001
Bhutan	0.001
Bolivia	0.006
Bosnia	0.006
Botswana	0.014
Brazil	0.876
Brunei	0.026
Bulgaria	0.02
Burkina Faso	0.002
Burundi	0.001
Cambodia	0.001
Cameroon	0.009
Canada	2.977
Cape Verde	0.001
Central african Union	0.001
Chad	0.001
Chile	0.161
China	2.667
Colombia	0.105
Comoros	0.001
Congo	0.001
Costa Rica	0.032
Côte d'Ivoire	0.009
Croatia	0.05
Cuba	0.054
Cyprus	0.044
Czech	0.281
DPR Korea	0.007
DPR Congo	0.003
Denmark	0.739
Djibouti	0.001
Dominica	0.001
Dominican	0.024

Ecuador	0.021
Egypt	0.088
El Salvador	0.02
Equatorial Guinea	0.002
Eritrea	0.001
Estonia	0.016
Ethiopia	0.003
Fiji	0.003
Finland	0.564
France	6.301
Gabon	0.008
Gambia	0.001
Georgia	0.003
Germany	8.577
Ghana	0.004
Greece	0.596
Grenada	0.001
Guatemala	0.032
Guinea	0.001
Guinea-Bissau	0.001
Guyana	0.001
Haiti	0.002
Honduras	0.005
Hungary	0.244
Iceland	0.037
India	0.45
Indonesia	0.161
Iran	0.18
Iraq	0.015
Ireland	0.445
Israel	0.419
Italy	5.079
Jamaica	0.01
Japan	16.624
Jordan	0.012
Kazakhstan	0.029
Kenya	0.01
Kiribati	0.001
Kuwait	0.182
Kyrgyzstan	0.001
Lao	0.001
Latvia	0.018
Lebanon	0.034
Lesotho	0.001
Liberia	0.001
Libyan	0.062
Liechtenstein	0.01
Lithuania	0.031
Luxembourg	0.085
Madagascar	0.002
Malawi	0.001

Malaysia	0.19
Maldives	0.001
Mali	0.001
Malta	0.017
Marshall Islands	0.001
Mauritania	0.001
Mauritius	0.011
Mexico	2.257
Micronesia	0.001
Moldova	0.001
Monaco	0.003
Mongolia	0.001
Montenegro	0.001
Morocco	0.042
Mozambique	0.001
Myanmar	0.005
Namibia	0.006
Nauru	0.001
Nepal	0.003
Netherlands	1.873
New Zealand	0.256
Nicaragua	0.002
Niger	0.001
Nigeria	0.048
Norway	0.782
Oman	0.073
Pakistan	0.059
Palau	0.001
Panama	0.023
Papua PG	0.002
Paraguay	0.005
Peru	0.078
Philippines	0.078
Poland	0.501
Portugal	0.527
Qatar	0.085
Republic Of Korea	2.173
Romania	0.07
Russian Fedration	1.2
Rwanda	0.001
Saint Kitts	0.001
Saint Lucia	0.001
Saint Vincent	0.001
Samoa	0.001
San Marino	0.003
Sao Tome	0.001
Saudi Arabia	0.748
Senegal	0.004
Serbia	0.021
Seychelles	0.002
Sierra Leane	0.001

Singapore	0.347
Slovakia	0.063
Slovenia	0.096
Solomon Islands	0.001
Somalia	0.001
South Africa	0.29
Spain	2.968
Sri Lanka	0.016
Sudan	0.01
Suriname	0.001
Swaziland	0.002
Sweden	1.071
Switzerland	1.216
Syrian	0.016
Tajikistan	0.001
Thailand	0.186
Macedonia	0.005
Timor-Leste	0.001
Togo	0.001
Tonga	0.001
Trinidad and Tobago	0.027
Tunisia	0.031
Turkey	0.381
Turkmenistan	0.006
Tuvalu	0.001
Uganda	0.003
Ukraine	0.045
United AE	0.302
United Kingdom	6.642
United Rep of Tanzanai	0.006
USA	22
Uruguay	0.027
Uzbekistan	0.008
Vanuatu	0.001
Venezuela	0.2
Vietnam	0.024
Yemen	0.007
Zambia	0.001
Zimbabwe	0.008

Item No. 4 : Adoption of the Logo for APMCHUD

APMCHUD would need to have a logo finalized for enabling the same to be printed on stationary and publicity material and other documentation to be brought out by APMCHUD. In this regard, the Secretariat has created few sample logos for consideration of the Bureau.

The proposed logos capture the essence of a family with a background of the Asia Pacific Region covered by a roof depicting shelter thereby imbibing the essence of sustainable housing and urban development in the region.

The suggested logos appropriately incorporate the vision of logos created for the 1st Conference of APMCHUD of New Delhi as well as for the 2nd Conference of APMCHUD at Tehran.

Few combinations of possible logos are enclosed for consideration of the Bureau.

The Bureau may consider.









Item No. 5 : **Proposals for implementation of the Second APMCHUD Action Plan**

The proposals for action under various sub-heads are enclosed for consideration of the Bureau.

Item No.5.1 : Proposal for Action on 'Urban and Rural Planning & Management'
as part of the Action Plan for regional cooperation

The action plan finalized during the Second Conference of APMCHUD held at Tehran had specifically, under the Urban and Rural Planning & Management, decided that action may be taken to carry out a feasibility study that will address:-

- Capacity building for integrated, participatory and inclusive planning at national and local levels.
- The exploration of traditional and indigenous architectural values and urban planning and their incorporation into contemporary architecture and planning.
- The harmonization of spatial plans and policies which transient national boundaries including those on the effects of environment change.
- The acquisition of spatial data and information including satellite images, aerial photos, cadastral and topographical maps for planning and management purposes in urban and rural areas.
- To initiate a regional urban observatory in collaboration with UN-HABITAT.

In this regard, it is proposed that a Steering group could be formulated to work out the modalities of the feasibility study and the terms of reference for taking up this feasibility study in line with the decision of the 2nd Conference at Tehran. It is proposed that the member countries of the Bureau may identify relevant professionals who could guide the feasibility study and be part of the Steering Group for the same. Since APMCHUD has not yet created a corpus of fund, the nominating countries may also bear the expenses in regard to the participation of the identified professionals for his/her role in the successful implementation and coordination of the feasibility study.

Communication has already been sent by the Secretariat to the members of the Bureau and the Steering Group is proposed to be formulated based on the inputs received from the members of the Bureau. The Steering Group would work out the modalities of taking up the feasibility study as well as financial and other logistic requirements for the same.

Towards the same, a response from Government of Pakistan has been received nominating their representatives on the Steering Committee. A copy of the letter is enclosed.

The financial support for undertaking this study would be requested from the member countries for which the detail proposal would be put up after the financial and other implications are finalized by the Steering Group.

The Board may consider.

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Executive Secretariat
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road
New Delhi – 110 003, INDIA
e-mail : bureau.apmchud@gmail.com

No. APMCHUD/Bureau/3/2008

Dated : 24th June, 2008

Excellency,

As you are kindly aware, during the 2nd Conference of APMCHUD held at Tehran, the member countries had unanimously adopted the Action Plan for Regional Cooperation on promoting Sustainable Urban Development among Asia-Pacific countries, which underline the various actions under the following major sub-themes:-

1. Urban and Rural Planning & Management
2. Urban Slums Upgradation
3. Water & Sanitation
4. Financing Sustainable Housing
5. Sustainable Urbanisation

Specifically, under the Urban and Rural Planning & Management, it was decided that action may be taken to carry out a feasibility study that will address:-

- Capacity building for integrated, participatory and inclusive planning at national and local levels.
- The exploration of traditional and indigenous architectural values and urban planning and their incorporation into contemporary architecture and planning.
- The harmonization of spatial plans and policies which transcend national boundaries including those on the effects of environment change.
- The acquisition of spatial data and information including satellite images, aerial photos, cadastral and topographical maps for planning and management purposes in urban and rural areas.
- To initiate a regional urban observatory in collaboration with UN-HABITAT.

In this regard, it is proposed that a Steering group could be formulated to work out the modalities of the feasibility study and the terms of reference for taking up this feasibility study in line with the decision of the 2nd Conference at Tehran. It is proposed that the member countries of the Bureau may identify relevant professionals who could guide the feasibility study and be part of the Steering Group for the same. Since APMCHUD has not yet created a corpus of fund, the nominating countries may also bear the expenses in regard to the contribution and participation of the identified professionals for his/her role in the successful implementation and coordination of the feasibility study.

We would request you to kindly forward the details of the professionals who would be the member of the Steering Committee to effectively meet the requirements of the action plan as finalized in the 2nd Conference of APMCHUD in Tehran.

With kind regards,

Yours sincerely,

Sd/-

(S K Singh)



HIGH COMMISSION FOR PAKISTAN
NEW DELHI

No. Pol-2/2/2008

12 August 2008

Mr. Sunil Kumar Singh,
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing),
Executive Secretariat,
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road,
New Delhi – 110 003.

Subject: 2nd Asia Pacific Ministerial Conference on Housing and Urban
Development: Formation of Slum Upgrading Working Group
and Steering Committee.

My dear Chief Coordinator,

Reference Ministry of Housing and Urban Poverty Alleviation's letters No. AMPCHUD/Bureau/3/2008, dated 18th June, 2008 and 24th June, 2008, addressed to the Minister for Housing and Works, Government of Pakistan, on the above subject.

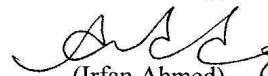
2. The authorities concerned in Pakistan have informed that the following professionals are nominated to work as members of the proposed Steering Committee:-

- | | | |
|----|--|----------|
| 1. | Director – General
National Housing Authority,
(NHA), Islamabad. | Chairman |
| 2. | Director – General
Ministry of Environment,
Islamabad. | Member |
| 3. | One Representative from each
Provincial Govt. | Members |

3. The authorities concerned have further informed that a slum upgrading working group has been formed with the following composition to prepare a draft action plan and formulate proposals to be placed before the meeting of the Bureau for its adoption and finalization:-

1. Syed Muhammad Irfan,
Consulting Architect,
216 Upper Mall Scheme,
Lahore
2. Mr. Sabir P. Chohan,
CEO Punjab Industrial Estates,
14, Egerton Road,
Lahore.
3. Mr. .Arif Hasan,
Architect,
37-D, Muhammad Ali Society,
Karachi.

Yours sincerely,


(Irfan Ahmed)
First Secretary (P)

Item No.5.2: Proposal for Action on ‘Urban Slum Upgrading’ as part of the Action Plan for regional cooperation

The action plan finalized during the Second Conference of APMCHUD held at Tehran had specifically, under the Urban Slums Upgrading, decided to establish sub-regional slum upgrading working groups which would be expected to coordinate the following activities:-

Data collection and monitoring :

- Improving existing slum indicators for the Region
- Regular regional data collection on slums
- Regional progress reporting on slum upgrading against agreed indicators and benchmarks
- Regional impact assessment of slum upgrading initiatives

Experience sharing on good practices and policies on:

- Participation mechanisms for slum upgrading
- Scaling up of successful upgrading programmes
- Slum prevention through enabling housing strategies

Capacity building:

- Field visits by various stakeholders for hands-on experience exchange
- Development of policy guides, training materials and academic curricula
- Strengthening local authorities and their partners, e.g. NGOs, CBOs, private sector, training and academic institutions

Networks :

- Comprising of research institutions; governmental institutions; and civil society, community-based, and non-governmental organizations. The sub-regional Working Groups are invited to establish and maintain web-based knowledge bases to facilitate exchange of documented slum upgrading experiences and other related data. These knowledge bases shall be linked to the APMCHUD website.

In this regard, It is proposed that the respective members of the Bureau from the various sub-regions to coordinate the creation of sub-regional working groups in their region and put up specific proposals for the consideration of the Bureau.

A communication in this regard has already been issued to the member countries. In this regard, a response from Government of Pakistan has been received nominating their representatives on the Slum Upgrading Working group. A copy of the letter is enclosed.

The Bureau may consider.

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
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India Habitat Centre, Lodhi Road
New Delhi – 110 003, INDIA
e-mail : bureau.apmchud@gmail.com

No. APMCHUD/Bureau/3/2008

Dated : 18th June, 2008

Excellency,

At the outset I would like to convey our sincere gratitude for your continued support and guidance for the initiatives of the Asia-Pacific Ministers' Conference on Housing and Urban Development (APMCHUD) and towards the success of the 2nd Conference of APMCHUD held at Tehran during May 12-14, 2008 at Tehran.

As you are kindly aware, during the 2nd Conference of APMCHUD held at Tehran, the member countries had unanimously adopted an 'Action Plan for Regional Cooperation on promoting Sustainable Urban Development among Asia-Pacific countries', which underline the various actions under the following major sub-themes:-

1. Urban and Rural Planning & Management
2. Urban Slums Upgradation
3. Water & Sanitation
4. Financing Sustainable Housing
5. Sustainable Urbanisation

Specifically, under the Urban Slums Upgradation, the action plan called for APMCHUD to establish sub-regional slum upgrading working groups which would be expected to coordinate the following activities:-

Data collection and monitoring :

- Improving existing slum indicators for the Region
- Regular regional data collection on slums
- Regional progress reporting on slum upgrading against agreed indicators and benchmarks
- Regional impact assessment of slum upgrading initiatives

Experience sharing on good practices and policies on:

- Participation mechanisms for slum upgrading
- Scaling up of successful upgrading programmes
- Slum prevention through enabling housing strategies

Capacity building:

- Field visits by various stakeholders for hands-on experience exchange
- Development of policy guides, training materials and academic curricula
- Strengthening local authorities and their partners, e.g. NGOs, CBOs, private sector, training and academic institutions

Networks :

- Comprising of research institutions; governmental institutions; and civil society, community-based, and non-governmental organizations. The sub-regional Working Groups are invited to establish and maintain web-based knowledge bases to facilitate exchange of documented slum upgrading experiences and other related data. These knowledge bases shall be linked to the APMCHUD website.

In this regard, we would solicit your kind cooperation to lead the process of formation of the slum upgrading working groups for your sub-region and towards formulating the draft action plan for the groups and identified possible members of the set up, for placing the same before the meeting of the Bureau for its adoption and finalization.

We would request you to kindly lead the process of formulation of proposal of your sub-region, so that the same can be put up in the next Bureau Meeting which is scheduled to be held during the last week of August, 2008.

With kind regards,

Yours sincerely,

Sd/-

(S K Singh)



HIGH COMMISSION FOR PAKISTAN
NEW DELHI

No. Pol-2/2/2008

12 August 2008

Mr. Sunil Kumar Singh,
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing),
Executive Secretariat,
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road,
New Delhi – 110 003.

Subject: 2nd Asia Pacific Ministerial Conference on Housing and Urban
Development: Formation of Slum Upgrading Working Group
and Steering Committee.

My dear Chief Coordinator,

Reference Ministry of Housing and Urban Poverty Alleviation's letters No. AMPCHUD/Bureau/3/2008, dated 18th June, 2008 and 24th June, 2008, addressed to the Minister for Housing and Works, Government of Pakistan, on the above subject.

2. The authorities concerned in Pakistan have informed that the following professionals are nominated to work as members of the proposed Steering Committee:-

- | | | |
|----|--|----------|
| 1. | Director – General
National Housing Authority,
(NHA), Islamabad. | Chairman |
| 2. | Director – General
Ministry of Environment,
Islamabad. | Member |
| 3. | One Representative from each
Provincial Govt. | Members |

3. The authorities concerned have further informed that a slum upgrading working group has been formed with the following composition to prepare a draft action plan and formulate proposals to be placed before the meeting of the Bureau for its adoption and finalization:-

1. Syed Muhammad Irfan,
Consulting Architect,
216 Upper Mall Scheme,
Lahore
2. Mr. Sabir P. Chohan,
CEO Punjab Industrial Estates,
14, Egerton Road,
Lahore.
3. Mr. .Arif Hasan,
Architect,
37-D, Muhammad Ali Society,
Karachi.

Yours sincerely,



(Irfan Ahmed)
First Secretary (P)

Item No. 5.3 : Proposal for Action on ‘**Delivery of Millennium Development Goals for Water and Sanitation**’ as part of the Action Plan for regional cooperation

The Action Plan especially on Delivery of Millennium Development Goals for Water and Sanitation, decided to undertake action on the following:-

- a. APMCHUD to encourage networks for promoting partnerships among countries for transfer of knowledge and experience in water and wastewater management.
- b. APMCHUD Secretariat should designate resource hub (s) for research and capacity building from among existing institutions in the region.
- c. APMCHUD to establish a task force of senior officials for water and sanitation to promote inclusive and coherent policy and planning, support the development of regional information systems as well as the strengthening national and sub-national systems as a mechanism of exchange in the Asia – Pacific Region.

The proposals in regard to Establishment of ‘Resource Hubs for Research and Capacity Building for Water & Sanitation in Asia-Pacific Region’ and ‘Establishing a Task Force of Senior officials for Water Supply and Sanitation’ are enclosed for kind consideration of the Bureau.

The Bureau may consider.

Item No. 5.3.1 : Resource Hubs for Research and Capacity Building for Water & Sanitation in Asia-Pacific Region

A detailed note on 'Resource Hubs for Research and Capacity Building for Water & Sanitation in Asia-Pacific Region' is enclosed. However, considering the limitations of the activity involving the mapping and identification of water networks with the Asia-Pacific region and taking into account the importance of research and capacity building hubs, the following follow up activities are proposed:

1. Conduct of a Scoping Study - the main objective is to broaden the coverage of the mapping of water related networks and deepen the understanding of their current water, sanitation and hygiene efforts and undertaking. The results of the scoping study will provide the much better understanding of the capacities of potential hubs at the same time assess the inherent capacities of the institution to evaluate impacts of water sanitation and hygiene knowledge at the national and regional levels.
2. Formulate the Terms of Reference for the Capacity Development Hubs-functions based on the outcome of the scoping study
3. Organize a workshop with selected stakeholders to validate and finalize Terms of Reference
4. Selection of Research and Capacity Building Hubs
5. Facilitate the establishment of the hubs.

The Bureau may consider

2nd Asia-Pacific Ministers Conference on Housing and Urban Development Operationalising Action Framework of Implementation for WATSAN

Resource Hubs for Research and Capacity Building for Water & Sanitation in Asia-Pacific Region

1. The Need for knowledge sharing and exchange in Asia-Pacific Region

The Asia -Pacific Region, one of the fastest growing regions in the world, both in terms of population and economic development is home to 3.7 billion people. As such, the region faces unprecedented challenges in water resources management and development. This is brought about by climate change, rapid and uncontrolled urbanization, decentralization, environmental degradation, reforms in water governance and profound changes in society. Poverty alleviation is the priority development agenda yet amidst the growing economies, there still exist millions of marginalized poor women and men who are deprived of their right to have access to safe water and sanitation and live a life of dignity.

Meeting the MDG targets for water and sanitation requires substantial capacity development of concerned stakeholders ranging from the government to the community itself. While there is a wealth of knowledge, experience and expertise within the region, there is still very limited access to the right and timely information, materials and tools that would ensure the development of capacities on Water Sanitation and Hygiene. This need can be addressed by identifying research and capacity building hubs which will take responsibility of building the capacities of water stakeholders within their respective geographical location.

The recently concluded 2nd Asia-Pacific Ministerial Conference on Housing and Urban Development (APMCHUD) at Tehran in May 2008 focused on five different themes which included (i) Urban and Rural Planning and Management; (ii) Urban Slums upgrading; (iii) Delivery of MDGs for Water and Wastewater (iv) Financing Sustainable Housing: Enhancing Affordability and Quality of Low-income Housing and (v) Development of Sustainable Urbanisation with a focus on Natural Disasters.

As regards Water and Sanitation, there was a consensus during the Conference that the principal challenge in the region is concerned not in the technological aspects or hardware components of water supplies and sanitation. Rather, the major challenge is more on the soft components as it relates to: leadership and commitment, the need for appropriate policy environment in terms of legal and regulatory frameworks, capacity development of service providers, innovative financing mechanisms that may prove attractive to potential investors. It was clearly pointed out that capacity development should go hand in hand with on- going water sector reforms stressing that one of major critical areas that need to be addressed is strengthening decentralization processes and building the capacity of local government and other relevant stakeholders.

To effectively address these challenges, efforts must be directed towards developing local capacities on water and sanitation, sharing of information, experiences, expertise, products and services. 2nd APMCHUD unanimously agreed to support development of

research and capacity building hubs in strategic areas in the region as a strategy to increase local capacities.

The Bureau of APMCHUD acknowledges that while there are a lot of valuable experiences and information around the region, access of local implementers to such information base is not easy. Research and Capacity development in the region should address the needs of the different stakeholders who are key in implementing policies and programmes at various levels. There must be a systematic way of knowledge sharing and skill development based on demand. One key recommendation identified during the 2nd APMCHUD was to create a platform for knowledge coordination, knowledge sharing and knowledge management at the regional and national levels to increase access to important information, skills and other support services, in order to improve capacities and efficiencies among implementers of water management programs and services.

In order to build capacities of the local implementers of water programs and services, there is a need for networking among Research and capacity building institutions and learning organization to facilitate knowledge and skills transfer among practitioners. This would be done through the Research and Capacity Building hubs building from existing regional and national organizations already involved in water supply, sanitation and hygiene promotion at the community level. The diversity of the countries in Asia-Pacific regions is equally matched by the diversity of water focused learning organization and resource centres who are offering a broad range of capacity building initiatives such as formal curriculum on water resources management to informal exchange of water knowledge and experiences at the community level.

Present by the Publication (PUB) in Singapore and the Asian Development Bank have also agreed establish a knowledge partnership and networking hub coordinated by the PUB in Singapore. They are also working with other centers who would contribute their experienced specialists. The knowledge hubs are envisioned to be centers of excellence for priority water sector topics. It is envisioned that the PUB knowledge hub will be the regional water knowledge hub for urban water management. On the other hand, the capacity development hubs are envisioned to target the local authorities, local stakeholders and community actors for local actions that will meet the needs of the poor communities in urban slums, peri-urban towns and rural areas. These two initiatives are not and should not conflict with each other - rather, they complement each other in addressing the vast and growing capacity development requirements of the Asia Pacific Region.

2. Increasing Local Capacities: the Capacity Development Challenges

A rapid needs assessment of the region identified the following as key challenges for capacity development to increase local capacities:

1. The need to develop strong political will and determined leadership at various levels (national, municipal, district wide, town/neighborhood level) who will not only put water, sanitation and hygiene promotion higher up in the political and

development agenda as political goodwill but will also ensure action on the ground. This would also entail building the capacity of local authorities to take the driving seat.

2. The need to have clear time-bound national water and sanitation goals, priorities and roadmaps and investment plans.
3. The need to enhance and influence planning, budgeting and financing processes at different levels (national, municipal, district wide, town/community level) to improve water supply and sanitation interventions.
4. The need to share sound policies, strategies, approaches, technologies already working in various countries that could be replicated and scaled up
5. The need to facilitate collaboration and cooperation between different local players and stakeholders (private sector, civil society, academic, local governments and community organizations) and among institutions (regulatory, health, financing, planning, water and environment agencies at national, provincial, municipal level) addressing a fragmented water and sanitation sector
6. The need to cultivate behaviour change and integrate human values-based approaches in water and sanitation among schools and communities
7. The need to encourage innovation, cultivate knowledge sharing, knowledge generation among communities of practice
8. The need to translate various information products into applied knowledge through capacity building interventions.
9. The need to monitor progress and evaluate impact.

3. The Concept of Research and Capacity Building Hubs

In modern terminology, the term hub refers to common connection points in network such as in a central server to which clients can connect. Hub is also used to refer to a center of excellence and business, as in financial hub. A research and knowledge hub can be regarded as connecting people to the best information, analysis and people. A knowledge hub has a reputation for excellence in delivering products and services to clients. Regional water knowledge hubs refer to center of excellence that will deliver the best information, knowledge and capacity development services in then specific areas of focus (Lincklaen Arriens, W. and Luijndij, J, 2007 Water Knowledge networking-partnering for better results).

Taking cognizance of this definition, a water and sanitation research and capacity building hubs refers to an organization, preferably a resource centre, already existing and are actively engaged in capacity development. They should be willing to take a lead role in facilitating water, sanitation and hygiene capacity building at the national and sub-regional levels. It refers to an institution whose main focus is development of capacity in the area of water, sanitation and hygiene which can provide the Asia Pacific region the much needed knowledge, expertise, experience as well as products and services in water, sanitation and hygiene. As a start, research and capacity building hubs should first be identified at the national or country level. Preferably, it must be a national and independent organization specializing singly or in combination in any of water, sanitation and hygiene areas of excellence.

The concept of Research and Capacity Building Hubs is anchored on the fact that all over Asia-Pacific, there exist a number of resource/training or learning centres that specialize in water, sanitation and hygiene. There are also numerous water, sanitation and hygiene coalitions created under the auspices of the Water Supply and Sanitation Collaborative Council. The ECOSANRES project of the Stockholm Environment Institute (SEI) is also currently identifying knowledge node for ecological sanitation promotion. IRC in the Netherlands is also establishing what they call learning alliances at the regional and country level. There are resource centers, capacity building, and information networks coalitions at international, regional and even national levels. There is no need to establish new structures.

Recognizing the diversity, strengths and limitations of these water, sanitation and hygiene resource or learning centres, forging alliances and partnership and networking among these institutions would be best achieved through the research and capacity development hub concept. These type of entities can be part of an extended government service, attached to academia, or simply run by NGOs and their main function is the delivery of training, both formal and informal to water, sanitation and hygiene programme implementers. Taking advantage of the presence of these institutions, the capacity building hubs will serve as an important dissemination pathways and depository of learning tools, module and other resources that will help facilitate/enhance the work they do in developing the capacities of various water stakeholders at the local level, thus providing the region with the much needed capacities to address critical water issues of the poor urban, peri-urban and rural level communities.

The UN-Habitat has recently undertaken a rapid mapping of water networks and other water related organizations with the end in view of identifying potential capacity building hubs within the region which may take lead in building the necessary water, sanitation and hygiene capacity in Asia and the Pacific.

4. Objectives

The key objectives of the Capacity Development hubs at country and local levels is to facilitate the dissemination of knowledge products and services relating to sustainable water, sanitation and hygiene service delivery for the poor communities.

The Research and Capacity Development Hubs are expected to facilitate the research, training, information dissemination and sharing of knowledge about the local actions/best practices in water and sanitation which are successfully implemented in various countries of the region.

5. Tasks of the Research and Capacity Development Hubs

The research and capacity building hub that is proposed to be supported by the Secretariat of APMCHUD would collaborate with local government authorities, civil society, community-based organizations and water and sanitation service providers to:

- a. Collect/Develop a pool of resources, materials, courses relating to water supply, sanitation, hygiene promotion, water disaster management, water development and ecosystems and water financing

- b. Adapt various course modules to local context and specific target audiences.
- c. Execute advocacy for pro-poor approaches in water and sanitation service provision
- d. Organize/Facilitate/carry out the multi-stakeholder learning platforms (training courses, dialogues, meetings) and communities of practice
- e. Mobilize additional resources/support from local, national and other regional bodies

6. Key Qualifications of Potential Research and Capacity Building Hub

In general, a potential research and capacity building hub should be able to demonstrate a strong leadership in the water, sanitation and hygiene sector through its vision and mission statements and programme implementation. Its areas of excellence should be related to water, sanitation, hygiene or a combination of these three.

For the purpose of initially identifying potential capacity building hubs, within the Asia-Pacific region, the following qualifying criteria may be considered:

- Should be a resource centre engaged in the conduct of Water, Sanitation and Hygiene training- this is one important requisite. By resource centre, it means that the entity is learning or training institution and is actively engaged in water, sanitation and hygiene training whether formal or informal in nature.
- Should have a pool of whether formal or informal trainers - as a resource centre, it is a must that team of water, sanitation and hygiene experienced specialist and trainers is available who are responsible for the development and implementation of water, sanitation and hygiene training modules for rural areas. These pools of resource persons maybe in-house specialist or part of the bigger network of external consultants that can be tapped when need arises.
- Develops and implements water and sanitation related training programme- the key of being a resource centre or learning organization is its ability and active involvement in the development and implementation of water, sanitation and hygiene training programmes. They must possess capacity for knowledge development and sharing and must be active in water, sanitation and hygiene research and development.
- Willingness to share knowledge, experiences, expertise and products and services on WATSAN - a capacity building hub should be willing to provide access to their water, sanitation and hygiene resources, experiences and products and services to the whole community of water, sanitation and hygiene practitioners to be able to contribute to capacity building but at the same time enrich its own water, sanitation and hygiene holding.
- With successful track record

However, it must be noted also that to be able to carry out the identification of potential capacity building hubs, it is necessary to conduct and carry out a detailed Scoping Study that would identify and further assess the initial listing of would-be-candidate for capacity building hubs. The objective of the scoping study is to review in detail the performance and capacities of potential water, sanitation and hygiene hubs taking into

account details of the resource centres track record and accomplishments for the last five-years.

7. Potential Research and Capacity Building Hubs in Asia-Pacific

Cognizant of the above criteria, the following organizations in some of the Asian the proposed countries have been identified as part of the initial list of potential capacity building hubs:

Nepal Water for Health, Nepal

Nepal Water for Health (NEWAH) is a national level non-governmental organization (NGO) specializing in the drinking water, health promotion and sanitation sector. It has been working actively since 1992 in partnership with local NGOs to serve poor communities secure basic services of water and sanitation and also strengthen the capacity of these partners to undertake farther development activities. It is affiliated with the Social Welfare council - the governing body of NGO sector in Nepal and is registered with the District Administration Office. NEWAH perceives itself as a "Learning Organization" and is gradually increasing its focus on innovative and learning products around water and sanitation such as fog water collection, rain water harvesting. Community Led Total Sanitation (CLTS), School Led Total Sanitation (SLTS), SaniMart etc. Its main office is located in Kathmadu, Nepal.

Barefoot College Rajasthan, India

The College addresses the problems of drinking water, electricity and power, income generation as well as social awareness and conservation of ecological systems in rural communities. It encourages practical knowledge and skills rather than paper qualification through learning by doing process of education. Its main office is located in Rajasthan, India.

Indian Water works Association (IWWA) Mumbai, India

IWWA is a voluntary body professionals concerned and connected with water supply for municipal, industrial and agricultural uses and treatment and disposal of wastewater. Its main focus is the entire water cycle encompassing the-environmental, social, institutional and financing aspects of water management IWWA is based in Mumbai, India.

Administrative Staff College of India, Hyderabad

The Project Steering Committee, chaired by the Municipal Corporation Hyderabad, and comprising various stakeholders, was established and met six times to discuss project implementation. The Committee is supported by the Administrative Staff College of India, a local partner institution. An orientation programme for all elected representatives of Hyderabad has been carried out to ensure their commitment and

ownership of the City Development Strategy. Stakeholder analysis and a mapping of on-going city development initiatives was undertaken, and a number of background studies (including economic, environment, poverty and governance analysis) and concept papers on key infrastructure services were prepared. Based on this analysis, several rounds of stakeholder consultations, working group sessions and city consultations were organized, resulting in the preparation of a Strategic Action Plan (SAP) and the City Assistance Programme (CAP).

Gramalaya Tamil Nadu, India

Gramalaya started in 1987 with a group of committed youth in the field of rural development. Its ultimate goal is to work for the amelioration of socially downtrodden people under the integrated rural development approach. In 1996, Gramalaya has extended its area of operation in the selected slums of Tiruchirappalli Corporation for STD / HIV / AIDS Prevention activities with Urban slums Health and Sanitation improvement programme and micro-credit activities from 1998 onwards. Health and hygiene education, promotion of Self help groups among rural and urban women, construction of low-cost house and latrines are the prime activities of Gramalaya. It is actively engaged in the conduct of training with emphasis on hygiene and sanitation. Gramalaya has started a Toilet Technology cum Training Centre at its rural headquarters at Kolakudipatti village in Thottiam block in Tiruchi district. Gramalaya is based in Tamil Nadu, India.

Community Sanitation and Recycling Organization (CSARO) Phnom Penh, Cambodia

CSARO is a Cambodian NGO organized in 1997 and is committed to improving the environment and living condition of the urban poor in Cambodia. It has been a leader in the use of participatory models of development and is focusing its efforts in improving the life of waste pickers in Phnom Penh. Part of its on going initiatives are the Solid Waste Management Program and the expanded Community Development and Environmental Awareness which promotes health and hygiene practices among the urban poor. Its main office is based in Phnom Penh.

Indonesian Capacity Building Network (InaCapNet) Padang, Indonesia

InaCapnet is a network specializing in capacity building within the framework of Integrated Water Resources Management (IWRM). It's a combination of academic institutions, the government, NGOs and private entities engaged in water and sanitation policy and program development.

PERPAMSI Jakarta, Indonesia

PERPAMSI is the association of Indonesian drinking water companies which is semi professional group designed to promote the provision of reliable water service to the communities. It has representation in 29 provinces within Indonesia. PERPAMSI provides training programs related to water supply entrepreneurship. Its Secretariat is based in Jakarta, Indonesia.

Molave Development Foundation, Inc. Makati City, Philippines

The Molave Development Foundation, Inc. is a non stock, non-profit organization dedicated to health promotion, sanitation education and advocacy through the use of information and communication technologies. It is the designated Training and Resource Center for water, sanitation and hygiene campaign under the auspices of the Water and Sanitation Collaborative Council (WSSCC). Its office is based in Makati City, Philippines.

Center for Advanced Philippine Studies (CAPS) Quezon City, Philippines

CAPS is a non-stock, non-profit research and development foundation who believer in the pursuit of new knowledge in addressing poverty, waste management, and sanitation challenges. It is engaged in innovative urban environmental management researches the leading Knowledge Center and Catalyst in Sustainable Sanitation and Solid Waste Management. As such, it undertakes capacity building, policy advocacy and reforms knowledge sharing and networking as well as researches and studies. Its main office is located in Quezon City, Philippines.

Bangladesh NGO Forum for Drinking Water Supply and Sanitation

NGO Forum is the apex networking and service delivery agency of NGOs, CBO (community based organization) and private sector and civil society actors who implement water and sanitation (WATSON) programmes at the unserved and underserved rural and urban communities. NGO Forum works as development partner with all relevant national and international agencies and stakeholders ranging from the government and civil society to donor organizations. Combining hardware software and inter-agency collaboration, NGO Forum is implementing its integrated WATSAN programme all over Bangladesh. As such, it specializes in the conduct of capacity building programmes targeted at NGOS and CBOs who are engaged h WATSAN programme implementation. Its main headquarters is located in Dhaka Bangladesh with over 300 technical staff and experts.

Regional Center on Urban Water Management (RCUWM)-Tehran

The Regional Centre on Urban Water Management (RCUWM) was established in Tehran, Iran in February 2002 under the auspices of UNESCO. It is a UNESCO Category 2 Water-Related centre with a mandate of promoting capacity building and knowledge sharing in the areas of water resources management and particularly in urban water management in arid and semi-arid regions of South West Asia, CIS and Middle East Countries.

8. Priority Activities/Way Forward

Considering the limitations of the activity involving the mapping and identification of water networks with the Asia-Pacific region and taking into account the importance of research and capacity building hubs, the following follow up activities are proposed:

6. Conduct of a Scoping Study - the main objective is to broaden the coverage of the mapping of water related networks and deepen the understanding of their current water, sanitation and hygiene efforts and undertaking. The results of the scoping study will provide the much better understanding of the capacities of potential hubs at the same time assess the inherent capacities of the institution to evaluate impacts of water sanitation and hygiene knowledge at the national and regional levels.
7. Formulate the Terms of Reference for the Capacity Development Hill-functions based on the outcome of the scoping study
8. Organize a workshop with selected stakeholders to validate and finalize Terms of Reference
9. Selection of Research and Capacity Building Hubs
10. Facilitate the establishment of the hubs.

The Bureau may consider

Item No. 5.3.2 : Establishing a Task Force of Senior officials for Water Supply and Sanitation

To develop (a) coherent and inclusive policy and planning; (b) plans for regional information systems; and (c) strengthening national and sub-national systems as a mechanism of exchange in the Asia-Pacific Region.

The Asia-Pacific Region is facing serious water challenges. Many of these problems can be addressed if there is strong political commitment and leadership at local, national, regional and international levels. Experience has shown that with movers and shakers, changes happen. Increasing local capacity should recognize this leadership and support them and harness them in their efforts to address the different water and sanitation crisis happening all over the region

The 2nd Asia-Pacific Ministerial Conference on Housing and Urban Development, which was held in Tehran in May 2008, adopted an Action Plan of Implementation. The plan intends to build a network of organizations in the Asia Pacific Region which will further the interest of efficient water governance for Delivery of MDG relating to water and sanitation. The members of the task force will pursue the above stated objectives and also identify local or national Water and Sanitation Champions who will be instrumental in making a difference in the water and sanitation sector of the different countries within the Asia-Pacific region.

From the APMCHUD perspective, a water champion is anyone who is in a strategic position in policy making and programme development and is committed towards the promotion and implementation of water-related activities S/he could be a decision maker at the local or national level, a chief executive officer of any private, public or non-government institution or utility.

The members of the task force should be selected based on the following criteria.:

- Must be a member of the national or state government of any country within the Asia-Pacific Region
- Must be involved in water policy and program development work
- Must be committed to promote and/or undertake water-related activities preferably on water, sanitation, health and hygiene and gender

In addition to the Senior Officials some of the Experts may also be invited to be part of the task force. These may represent different professional organizations.

The Bureau may consider

Item No.5.4: Proposal for Action on ‘**Financing Sustainable Housing : Enhancing Affordability and Quality of Low-Income Housing**’ as part of the Action Plan for regional cooperation

APMCHUD in its 2nd Conference at Tehran had adopted in its Action Plan specific actions to be taken under the ‘Financing Sustainable Housing : Enhancing Affordability and Quality of Low-Income Housing’. The actions decided to be taken included :-

- a) To establish an Asia-Pacific housing finance network that will aim at:
 - Enhancing collaboration between housing finance institutions and the sharing of technical experiences in the development of housing finance products and mechanisms;
 - Promoting knowledge development and sharing through documentation and dissemination of housing finance best practices; and
 - Supporting capacity building to improve housing finance systems.
- b) APMCHUD may approach international organizations for technical and financial support for the above work.

In this regard, the Secretariat had taken up with UN-ESCAP for their experience and guidance in established such a housing finance network envisaged in the Action Plan. Vide the response received from the Under Secretary-General of the United Nations and Executive Secretary of ESCAP indicated as under :

“A key modality that we will explore in our work is public private partnership. I was particularly pleased to note that the Action Plan calls for the establishment of a regional network on housing finance. As you may be aware the National Housing Bank of India, UN-HABITAT and ESCAP are in the process of jointly establishing such a regional network to promote south-south cooperation on pro-poor housing finance in Asia and the Pacific”

The Secretariat is in touch with National Housing Bank of India and other major players like Housing & Urban Development Corporation Ltd. (HUDCO) for taking actions towards establishing such a housing finance network.

The Bureau may consider APMCHUD to actively associate itself with the proposed network of UN-ESCAP, National Housing Bank and UN-HABITAT towards meeting the actions as envisaged in the Action Plan.

The Bureau may consider

UNITED NATIONS



NATIONS UNIES

ECONOMIC AND SOCIAL COMMISSION FOR ASIA AND THE PACIFIC
United Nations Building, Rajadamnern Nok Avenue, Bangkok 10200, Thailand

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MPDD/PRST/ND

3 July 2008

Dear Mr. Kumar,

Subject: Asia Pacific Ministerial Conference on Housing and Urban Development

Thank you for your letter of 25 May 2008 informing me of the outcomes of the Second Asia-Pacific Ministerial Conference on Housing and Urban Development. You may be interested to note that I have constituted a Task Force within ESCAP to develop our programme on sustainable and inclusive urban development. The Task Force will review various outcome documents related to urban development that have come out of inter-governmental meetings, including the Tehran Declaration and Action Plan, to ensure that the priorities expressed by Member States are reflected in ESCAP work.

I am pleased to inform you that the critical and emerging issues identified by the Task Force are in line with the priorities expressed in the Tehran Declaration and Action Plan. These priority areas include:

- Urbanization of poverty, particularly slums;
- Impact of cities on climate change and vice-versa;
- Urban planning and infrastructure development for sustainable cities and resource efficiency;
- Good urban and local governance for inclusive and participatory urban development; and
- Financing of urban development

A key modality that we will explore in our work is public-private partnerships. I was particularly pleased to note that the Action Plan calls for the establishment of a regional network on housing finance. As you may be aware, the National Housing Bank of India, UN-HABITAT and APMCHUD are in the process of jointly establishing such a regional network to promote south-south cooperation on pro-poor housing finance in Asia and the Pacific.

We are also ready to collaborate with the Government of Indonesia and the Permanent Secretariat of APMCHUD to organize the Third Asia-Pacific Ministers Conference on Housing and Urban Development scheduled to be held in 2010.

Yours sincerely,

Noeleen Heyzer
Under-Secretary-General of the United Nations
and Executive Secretary of ESCAP

Mr. Kumar Singh
Secretary (Housing)
Permanent Secretariat, Bureau of APMCHUD
10 Bhawan, 5th Floor, Housing and
Urban Development Corporation Ltd (HUDCO)
Habitat Centre, Lodhi Road
New Delhi, India

466 2 288 1224

Item No.5.5: Proposal for Action on '**Development of Sustainable Urbanisation with a focus on natural Disasters**' as part of the Action Plan for Regional Cooperation

APMCHUD in its 2nd Conference at Tehran had adopted in its Action Plan specific actions to be taken under the 'Development of Sustainable Urbanisation with a focus on natural Disasters'. The actions decided to be taken included :-

- a) Undertake feasibility studies for the creation of a disaster loan fund.
- b) Draw lesson from valuable experiences of the Islamic Republic of Iran and Japan on seismic risk mitigation.
- c) Design and implement training programmes in safe construction methods.
- d) Establish an Asian Disaster Mitigation Centre in Tehran to design modular training courses to be used in the Asia-Pacific region.
- e) Establish a programme for city twinning to support cities affected by disasters and provide the required whenever needed.

In this regard, the Secretariat has requested the Government of Islamic Republic of Iran and Japan for sharing their experiences in regard to disaster mitigation which could be widely disseminated to the members of the APMCHUD through its website. The Secretariat has also requested for a draft proposal from the Government of Islamic Republic of Iran to establish an Asian Disaster Mitigation Centre in Tehran to design modular training courses to be used in the Asia-Pacific region.

The Bureau may consider.

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Executive Secretariat
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road
New Delhi – 110 003, INDIA
e-mail : bureau.apmchud@gmail.com

No. APMCHUD/Bureau/3/2008

Dated : 18th June, 2008

Excellency,

At the outset I would like to convey our sincere gratitude for your continued support and guidance for the initiatives of the Asia-Pacific Ministers' Conference on Housing and Urban Development (APMCHUD) held on 3rd February, 2008 in Tehran, Iran and towards the success of the 2nd Conference of APMCHUD held at Tehran during May 12-14, 2008 at Tehran.

As you are kindly aware, during the 2nd Conference of APMCHUD held at Tehran, the member countries had unanimously adopted an Action Plan for Regional Cooperation on promoting Sustainable Urban Development among Asia-Pacific countries, which underline the various actions under the following major sub-themes:-

1. Urban and Rural Planning & Management
2. Urban Slums Upgradation
3. Water & Sanitation
4. Financing Sustainable Housing
5. Sustainable Urbanisation

A copy of the Tehran Declaration and Action Plan is enclosed for your ready reference. Specifically, under the Sustainable Urbanisation, it was decided that action may be taken to draw lesson from valuable experiences of the Islamic Republic of Iran and Japan on seismic risk mitigation.

In regard to sharing of experiences from Japan, we would request you to kindly arrange to provide the Secretariat with the relevant documents and information so that the same could be hosted on the web-site for wider dissemination.

With kind regards,

Yours sincerely,

Sd/-

(S K Singh)

H.E. Mr.Tetsuzo Fuyushiba
Minister for Land, Infrastructure and Transport
2-1-2, Kasumigaseki, Chiyoda-ku, Tokyo
Japan

Sunil Kumar Singh
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No. APMCHUD/Bureau/3/2008

Dated : 18th June, 2008

Excellency,

As you are kindly aware, during the 2nd Conference of APMCHUD held at Tehran, the member countries had unanimously adopted the Action Plan for Regional Cooperation on promoting Sustainable Urban Development among Asia-Pacific countries, which underline the various actions under the following major sub-themes:-

1. Urban and Rural Planning & Management
2. Urban Slums Upgradation
3. Water & Sanitation
4. Financing Sustainable Housing
5. Sustainable Urbanisation

Specifically, under the Sustainable Urbanisation, it was decided that action may be taken to draw lesson from valuable experiences of the Islamic Republic of Iran and Japan on seismic risk mitigation and also to establish an Asian Disaster Mitigation Centre in Tehran to design modular training courses to be used in the Asia-Pacific region.

In regard to sharing of experiences from the Islamic Republic of Iran, we would request you to kindly arrange to provide the Secretariat with the relevant documents and information so that the same could be hosted on the web-site for wider dissemination. Further, in regard to establishment of Asian Disaster Mitigation Centre in Tehran, we would request you to kindly forward a draft proposal in this regard which could be put up in the next Bureau Meeting for finalization.

With kind regards,

Yours sincerely,

Sd/-

(S K Singh)

HE Mr Manoucher Kajeh Daloui
Vice Minister for Housing and Urban Development
Islamic Republic of Iran

THE TEHRAN DECLARATION

Second Asia-Pacific Ministerial Conference on Housing and Urban Development (APMCHUD)

We, the Asia-Pacific Ministers responsible for housing and urban development, meeting in Tehran, Iran, on 12 –14 May 2008, to consider the challenges of housing and urbanization in Asia and the Pacific;

Expressing our appreciation and gratitude to the government of India, and especially the Ministry of Housing and Urban Poverty Alleviation, for the great effort and work by the APMCHUD Permanent Secretariat and as the first chair of the Bureau and on the progress made in implementing the New Delhi declaration, and to UN-HABITAT for its continued support to the Conference and its work in the region;

Also expressing our sincere gratitude to the government of the Islamic Republic of Iran for hosting the second Asia-Pacific Ministers Conference on Housing and Urban Development and our appreciation to the people of the Islamic Republic of Iran for their warm hospitality;

Recognizing the challenges of sustainable urban development and growth in the region namely, continued slum formation, rapid and massive urbanization, inequity and social exclusion and the need to maintain the cultural, historical and religious identity of the region;

Further recognizing the role of cities and other human settlements in the development of the region and the pressures that they face as they will absorb all population growth over the next decades;

Acknowledging the uniqueness of the region as one of the cradles of civilization, its rich metropolitan history and tradition in urban planning and architecture, its strategic and growing economic role, and its vast technical and intellectual resources and expertise, all of which should be mobilized to address the challenges of sustainable urbanization;

Further acknowledging the need for increasing regional cooperation, exchange of information and national experiences, dissemination of best practices and for developing joint activities and programmes for implementing the action plan annexed to this declaration;

Cognizant of the current trends and opportunities in the region including the numerous innovative urban development programmes, the massive investments in infrastructure and the growing prominence of cities as engines of growth;

1. Invite our leaders attending the forthcoming high-level segment of ECOSOC to adopt, as a standing item of the annual ministerial review (AMR) the cross-cutting issue of sustainable urbanisation;
2. Call upon the next session of the World Urban Forum to advance actions to promote sustainable and harmonious urbanization, with an emphasis on the reduction of urban poverty and the preservation of architectural heritage.
3. Agree to reinforce APMCHUD's structure and to promote more vigorously regional cooperation among its members building on the foundations laid by its first two sessions;
4. Request the current chair of APMCHUD to ensure the implementation of this declaration and the related action plan in collaboration with the other members of the Bureau and the Secretariat and look forward to receiving regular updates on the same;

5. Call upon all co-operating partners and international agencies to support APMCHUD's efforts in the implementation of the initiatives outlined in the action plan annexed to this declaration;
6. Specifically invite all governments of the region to express their solidarity vis-à-vis countries facing post-disaster situations through adequate support to the building of national reconstruction capacities;
7. Endorse the composition of the second Bureau of APMCHUD with its members being Ministers representing:
 - Armenia
 - Peoples Republic of China
 - Republic of India
 - Indonesia
 - The Islamic Republic of Iran
 - Islamic Republic of Pakistan
 - Qatar
8. Agree that the Chairperson of the previous Bureau will remain a member of the Bureau in order to ensure continuity of its work;
9. Welcome the offer by the Government of Indonesia to host the next Asia-Pacific Ministers Conference on Housing and Urban Development in 2010;
10. Commit ourselves to apprise our respective Heads of States and Governments on the outcome of this conference and to take appropriate action to implement the initiatives outlined in the action plan annexed to this declaration.

Adopted in Tehran on 14 May 2008

DRAFT ACTION PLAN FOR REGIONAL COOPERATION ON PROMOTING SUSTAINABLE URBAN DEVELOPMENT AMONG ASIA-PACIFIC COUNTRIES

Background

The Asia-Pacific region is undergoing a vibrant economic transformation with a number of countries recording remarkable economic and social gains. Increased national investment capacities and the growing influx of foreign capital together with vast technical expertise are facilitating accelerated economic growth in many parts of the region. Home to 60 per cent of humanity, the region has vast human resources promising further potential for growth and development. At the same time rapid urbanization in the region is further enhancing the role of cities as engines of economic growth. Economic growth is already enabling massive reforms and innovations in the delivery of housing, infrastructure and services in countries across the region.

However, a lack of appropriate linkages between economic development and urbanization threatens environmental, social and economic sustainability in the region. Indeed, the region continues to face critical challenges of sustainable urbanization including poverty and inequality, proliferation of slum settlements and natural disasters. Bringing together 69 countries, APMCHUD offers a unique framework to address these regional challenges through collaborative efforts and the sharing of experiences and best practices. The second APMCHUD in particular was intended to identify concrete regional actions to promote sustainable urbanization through associating growth with equity and identity.

A number of challenges related to sustainable urbanization were considered by the conference including: the need to upgrade slums and dilapidated housing stock; the provision of basic urban services especially water and sanitation; enhancing the affordability and quality of low-income housing, and disaster risk reduction, mitigation and reconstruction in view of the vulnerability of the region in this regard. It was agreed that every effort should be made to prioritize these key areas so as to reduce overall poverty and inequality in cities and other human settlements across the region. The importance of heritage, identity and culture was underscored, and the challenge of balancing technological progress with local norms, values and traditions emphasized.

Some of the operational considerations that were taken into account include the principle that the right to adequate housing will only be realized if public funds are injected in the housing sector and well targeted. The same applied to questions of infrastructure, public-private-partnerships, progressive cost-recovery and community participation. All these were considered within the overall commitment to accelerate the achievement of the Millennium Development Goals.

The conference proceeded to undertake an in-depth consideration of each of the key facets of sustainable urbanization and agreed on the following key messages and actions:

1. Urban and Rural Planning and Management

Key messages

- a. An integrated, participatory and inclusive approach to urban and rural planning and management should be adopted at all levels in the region.
- b. Countries within the region that are able to do so are called upon to assist countries that do not have adequate resources in strengthening capacities for rural and urban planning as well as management.
- c. Comprehensive strategic plans prepared at national levels should reflect local needs and community aspirations.
- d. Cooperation among countries of the region should be strengthened for mitigating the impact of the climate change on cities, particularly in coastal regions, and adapting urban infrastructure to better protect vulnerable human settlements.
- e. Recognizing the serious challenge facing the management of large cities and metropolises, governments of the region are called upon to cooperate in the formulation of appropriate tools for good governance in them.
- f. Countries of the region are urged to promote public-private partnership to leverage resources and increase efficiency in the delivery of basic services.

Actions

To carry out a feasibility study that will address:

- a. Capacity building for integrated, participatory and inclusive planning at national and local levels.
- b. The exploration of traditional and indigenous architectural values and urban planning and their incorporation into contemporary architecture and planning.
- c. The harmonization of spatial plans and policies which transcend national boundaries including those on the effects of environment change.
- d. The acquisition of spatial data and information including satellite images, aerial photos, cadastral and topographical maps for planning and management purposes in urban and rural areas.
- e. To initiate a regional urban observatory in collaboration with UN-HABITAT.

2. Urban Slums Upgrading

Key messages

- a. Governments should promote participatory slum upgrading approaches that are people-based and foster multi-actor partnerships.
- b. Governments should undertake measures to scale up slum upgrading and move from projects to city/nation-wide programmes, drawing on the good practices from the Region.
- c. Governments are to adopt good housing policies that scale up the supply of serviced land and affordable housing in view of slum prevention.
- d. Governments should recognize the important role of women in poverty alleviation and slum upgrading programmes.

Actions

- a. APMCHUD is to establish sub-regional Slum Upgrading Working Groups to coordinate the following activities:

Data collection and monitoring:

- Improving existing slum indicators for the Region
- Regular regional data collection on slums
- Regional progress reporting on slum upgrading against agreed indicators and benchmarks
- Regional impact assessment of slum upgrading initiatives

Experience sharing on good practices and policies on:

- Participation mechanisms for slum upgrading
- Scaling up of successful upgrading programmes
- Slum prevention through enabling housing strategies

Capacity building:

- Field visits by various stakeholders for hands-on experience exchange
- Development of policy guides, training materials and academic curricula
- Strengthening local authorities and their partners, e.g. NGOs, CBOs, private sector, training and academic institutions

- b. Sub-regional Working Groups will set up networks comprising research institutions; governmental institutions; and civil society, community-based, and non-governmental organizations. The sub-regional Working Groups are invited to establish and maintain web-based knowledge bases to facilitate exchange of documented slum upgrading experiences and other related data. These knowledge bases shall be linked to the APMCHUD website.
- c. The sub-regional Working Groups are to report regularly to the APMCHUD Secretariat and to the biannual conference.
- d. The Islamic Republic of Iran is prepared to set up such a sub-regional Working Group and a Network on urban slum upgrading focusing on the three identified activity areas (data collection and monitoring; experience sharing; and capacity building). Furthermore, the Islamic Republic of Iran is willing to provide the facilities for coordinating this sub-regional initiative.
- e. Other Member States are invited to create additional sub-regional Working Groups.

3. Delivery of Millennium Development Goals for Water and Sanitation

Key messages

- a. The great diversity in the availability of water and sanitation facilities should be taken into account and therefore context specific interventions are necessary for the provision of safe water and sanitation services within each country of the region.
- b. Principled and pro-poor governance should underscore the delivery of water and sanitation services in the region under a determined leadership and political will.
- c. Pro-poor urban water and sanitation governance frameworks should be developed in countries of the region.
- d. Investments in water and sanitation services should be enhanced and sharing of resources amongst various stakeholders with cost recovery for sustainability.

- e. Training and research at all levels need to be recognized as important elements of water and sanitation governance framework.
- f. In a bid to speed up delivery, sanitation provision and wastewater treatment should be prioritized.
- g. The effects of environmental pollution and disasters on water supply and sanitation can be effectively addressed through preparedness and preventive measures and the use of appropriate technologies.
- h. Partnerships should be promoted with civil society organizations, private sector and knowledge centers in the region to enhance coverage and outreach to poor communities as well as generating accurate information.

Actions

- a. APMCHUD to encourage networks for promoting partnerships among countries for transfer of knowledge and experience in water and wastewater management.
- b. APMCHUD Secretariat should designate resource hub (s) for research and capacity building from among existing institutions in the region.
- c. APMCHUD to establish a task force of senior officials for water supply and sanitation to promote inclusive and coherent policy and planning, support the development of regional information systems as well as the strengthening national and sub-national systems as a mechanism of exchange in the Asia- Pacific Region

4. Financing Sustainable Housing: Enhancing Affordability and Quality of Low-Income Housing

Key messages

- a. Promote equitable access to housing finance through the development of an enabling environment and consideration of specialized housing finance institutions or mechanisms such as housing finance banks, non-banking housing finance institutions, housing provident funds and social housing funds.
- b. Governments to support the provision of land and basic services for low income groups.
- c. Governments to consider reforming tax systems and providing incentives to encourage investments in the housing sector, particularly in low-income housing.
- d. Develop an effective social housing policy or strategy including social housing finance, targeted subsidies and micro-finance for low income groups and effective cross-subsidies.
- e. Promote decentralization of financial resources and give local governments more authority to generate revenue for housing and urban development.

Actions

- a. To establish an Asia-Pacific housing finance network that will aim at:
 - Enhancing collaboration between housing finance institutions and the sharing of technical experiences in the development of housing finance products and mechanisms;

- Promoting knowledge development and sharing through documentation and dissemination of housing finance best practices; and
 - Supporting capacity building to improve housing finance systems.
- b. APMCHUD may approach international organizations for technical and financial support for the above work.

5. Development of Sustainable Urbanization with a focus on Natural Disasters

Key messages

- a. Countries to design and develop mechanisms for sharing the vast disaster mitigation knowledge that exists in the region.
- b. Countries to expand insurance coverage and to adopt regulations requiring insurance to be obtained prior to the issuance of construction permits.
- c. Countries to design their sports facilities for use as shelter during natural disaster and prepare plans for the use of existing ones
- d. Countries to base all city development plans on natural hazard assessments and studies.
- e. Countries to carry out voluntary technical assessments and studies for the retrofitting of vital and important buildings to be done within two years time based on the HYOGO framework.

Actions

- a. Undertake feasibility studies for the creation of a disaster loan fund.
- b. Draw lesson from valuable experiences of the Islamic Republic of Iran and Japan on seismic risk mitigation.
- c. Design and implement training programmes in safe construction methods.
- d. Establish an Asian Disaster Mitigation Centre in Tehran to design modular training courses to be used in the Asia-Pacific region.
- e. Establish a programme for city twinning to support cities affected by disasters and provide the required support whenever needed.

Implementation Arrangement

In order to ensure the effective execution of the action plan, the Conference calls upon countries of the region to promote and establish technical networks and working groups relating to the different sub-themes. In this respect, the Conference urges Member States to support and lead the coordination of these networks and working groups in collaboration with the APMCHUD Secretariat.

Item No. 6 : **Correction of the section under Working group five in the Tehran Action Plan**

Issue to be discussed in the meeting

Item No.7 : **Proposal for the effective participation of the regional countries in the Fourth World Urban Forum in Nanjing, China**

Issue to be discussed in the meeting

Item No. 8 : **Adoption of the time and place of the third meeting of the second Bureau on the sidelines of WUF4 in Nanjing, China**

Issue to be discussed in the meeting

Item No. 9 : **Adoption of the structure of the working groups**

Issue to be discussed in the meeting

Item No. 10: **Adoption of the changes to the terms of reference for the secretariat of APMCHUD and the adoption of the description and terms of reference for the rotational secretariat of the Bureau**

Issue to be discussed in the meeting

Item No. 11: **Any other item with the permission of the Chair**
