

**Report of the Cities Alliance
Steering Committee Meeting
12 March 2001, Brussels**

The Steering Committee held its first meeting on 12 March at Habitat's new office at the UN House in Brussels. In attendance were: Bas Van Noordenne (Netherlands); Margarita Obiols, Michel Bescond (WACLAC); Daniel Biau, Michael Parkes (Habitat); Michael Mutter (U.K.); John Flora (World Bank); and, Mark Hildebrand (Cities Alliance Secretariat). The agenda as adopted is attached.

1. The Committee reviewed the Alliance's financial resources and commitments as per the attached brief provided by the Secretariat. The main points of discussion included:
 - The prospect that the Asian Development Bank would join the Alliance this year.
 - Current efforts to mobilize the interest and commitment of the European Commission to join the Alliance.
 - The need to give top priority to mobilizing core funding, while continuing to welcome non-core and parallel contributions programmed in accordance with the Charter.
 - Regarding future reporting it was agreed that a brief on the Alliance's ongoing and planned resource mobilization activities would be included in the Secretariat's quarterly reports, and that the Secretariat would develop a multi-year format reflecting the Alliance's annual resources and commitments over future years.
2. The Committee reviewed and endorsed the Secretariat's Business Plan for CY2001 (copy attached) with the discussion mainly focusing on the Alliance's learning agenda.
3. The Committee then undertook a detailed review of the Secretariat's Budget (FY01 and FY02), its Staffing Table and the proposed Terms of Reference for all Secretariat staff. The Committee agreed on a number of revisions to the draft Terms of Reference and on this basis approved this full set of documents (the attached incorporates the Committee's recommendations).
4. Since General Assembly resolution 55/195 requests the Executive Director of Habitat to report on the Cities Alliance to the special session of the General Assembly on Istanbul +5 which will be held in New York from 6-8 June, it was agreed that a Cities Alliance event should be organized during the special session. This could be similar to the Cities Alliance briefing session held during the Nairobi PrepCom in February, which was chaired by the Chairman of the Commission on Human Settlements and included presentations by Madagascar, Nigeria and India on the strategic aspects of activities supported by the Alliance in their countries.

5. The Secretariat briefed the Steering Committee on the status of pipeline projects listed in the Work Program, as well as new project proposals currently under preparation by Alliance partners. It was confirmed that those projects requiring approval of the CG in accordance with paragraph 18 of Annex 1 of the Charter, would be submitted electronically to the Steering Committee along with the evaluations of external reviewers and the Secretariat's recommendation. It was agreed that the cut-off date for the Secretariat's receipt of proposals for consideration for the Alliance's 2002 Work Program would be 14 September, and that this date would be incorporated in the revised application guidelines which are current being finalized.

6. The Steering Committee will hold its next meeting on 11 June in New York and endorsed the proposal that the Secretariat would also try to organize the first meeting of the Alliance's Policy Advisory Board on 11-12 June in New York.

7. The Committee also endorsed the idea of holding the next meeting of the Consultative Group (10-12 December) in Bombay, and of focusing the Public Policy Forum on 'innovations in finance'.

The Committee expressed its gratitude both to the Secretariat for its preparations of this meeting and to the Brussels office of Habitat for the excellent hosting arrangements.

Agenda Items

Agenda for Cities Alliance Steering Committee Brussels, 12 March 2001

1. Brief on Cities Alliance financial resources.
2. Brief on CY2001 Secretariat Business Plan and context for budget and staffing.
3. Secretariat budget and staffing review:
 - a. FY01 Secretariat budget and proposed FY02 budget.
 - b. Sources of funding for FY02 budget.
 - c. Proposed Staffing Table, including adjustments to better align functions with Alliance needs.
 - d. Terms of Reference for staff positions.
 - e. Review of nominations and recruitment plans for staff positions.
4. UN General Assembly resolution 55/195 on preparations for Istanbul +5
5. Brief from Secretariat on proposals received since Rome meeting or currently under development and discussion on processing timetable.
6. Timing of next Steering Committee meeting.
7. Any other business.