



HABITAT

PROFESSIONALS FORUM



**MINUTES OF THE HPF MEETING, SUNDAY 21ST MARCH 2010,
HELD FROM 1000 HOURS TO 1700 HOURS, IN THE IBIZA ROOM, AT THE
WINDSOR GUANABARA PALACE HOTEL, RIO DE JANEIRO, BRAZIL
(WUF5).**

PRESENT:

Xavier Crépin	AdP "Villes en Développement" & ISTED, CEO
Christine Platt	Commonwealth Association of Planners (CAP), President
Asad Mohammed	Commonwealth Association of Planners (CAP)
Brian Waldy	Commonwealth Association of Surveying & Land Economy (CASLE)
Joseph Opadeyi	Commonwealth Association of Surveying & Land Economy (CASLE)
Lluís Brau	European Council of Spatial Planners (ECTP)
Will French	Global Planners Network (GPN)
Janet O'Neill	Global Planners Network (GPN)
Alison Brown	Inclusive Cities/Women in Informal Employment: Globalising and Organising (WIEGO)
Desireé Martínez	International Federation of Landscape Architects (IFLA)
Pablo Vaggione	International Society of City and Regional Planners (ISOCARP), Secretary General
Shipra Narang Suri	International Society of City and Regional Planners (ISOCARP)
Steve Moddemeyer	International Water Association (IWA)
Derek Martin	International Federation for Housing and Planning (IPHP), Secretary General, CHAIR OF HPF to 21 st March 2010
Louise Cox	International Union of Architects (UIA), President, CHAIR OF HPF from 21 st March 2010

UN-HABITAT:

Christine Auclair	UN-HABITAT Chief, Private Sector Unit / Focal Point for Professionals
Laura Petrella	UN-HABITAT Urban Environmental Planning Branch

APOLOGIES:

Cliff Hague	Commonwealth Association of Planners (CAP)
Khairiah Talha	Eastern Regional Organisation for Planning and Human Settlements (EAROPH), Secretary General
Nicolas Buchoud	Global Planners Network (GPN)
Stig Enemark	International Federation of Surveyors (FIG), President
Gregs Thomopoulos	International federation of consulting engineers (FIDIC), President
Aydan Erim	International Union of Architects (UIA)
Nicholas You	UN-HABITAT

1.0 OPENING

The Chairman, Derek Martin opened the meeting and welcomed those present.

2.0 AGENDA APPROVAL

Those present at the meeting, approved the list of Agenda items for discussion sent out with the previous meeting minute's and other documents. There were no additions made to the Agenda.



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3.0 APPROVAL OF MINUTES OF THE PREVIOUS HPF STRATEGIC MEETING, HELD ON 28TH MARCH 2009, AT UN-HABITAT GIGIRI CAMPUS, NAIROBI, KENYA

Louise Cox moved and Christine Platt seconded the following Motion, “that the Minutes of the HPF Strategic Meeting of Saturday 28th March 2009 held at UN-HABITAT Gigiri Campus, Nairobi, Kenya, and the accompanying Terms of Reference, be adopted by the meeting in Rio de Janeiro, Brazil”. This motion was accepted by the meeting.

RESOLUTION NO.1 “The Minutes of the HPF Strategic Meeting of Saturday 28th March 2009 held at UN-HABITAT Gigiri Campus, Nairobi, Kenya, and the accompanying Terms of Reference, were adopted by the meeting in Rio de Janeiro, Brazil.”

4.0 DRAFT HPF CHARTER

4.1 General discussion of the Charter and recommendation to the Roundtable

Christine Platt, introduced the Draft HPF Charter that had been sent to all participants for consideration at this meeting. She explained that Nicolas Buchoud had researched the original material from each of the HPF Members for this Charter and had organised the first draft. She explained that the first draft was discussed at a sub committee meeting held in Barcelona, Spain on 12th October 2009.

It was agreed at that meeting that the next draft should become more succinct and that all comments were due to Nicolas by November for preparation of the next draft, which was due to all by December 2009. Comments were received and then the document was reduced again and sent out to all HPF members for consideration and acceptance as an inclusive document. All comments were due by 15th February 2010.

The meeting members then made all their comments. These were debated and the Charter was amended and recommended for presentation to the WUF5 Roundtable to be held on Wednesday 24th March 2010 in Rio de Janeiro, Brazil.

A short discussion clarified the distinction between the Charter and the Terms of Reference. It was agreed that the Charter should be regarded as the framework for the HPF of “6 million urban professionals”, whilst the Terms of Reference should be regarded as a guidance framework for the work of the HPF “as an annual meeting of international professionals”.

The role of the Charter in the World Urban Campaign (WUC) was also discussed. It was agreed that the Charter could be a key contribution to which professionals shall commit, on top of the overall campaign principles. It was also noted that the Charter shall refer to the WUC principles agreed upon (add to Charter, VLC note) at the 2nd WUC Steering Committee Meeting in Paris in January 2010.

It was agreed that comments from this Roundtable would be incorporated into the Charter and circulated to the HPF members for presentation to and for the agreement of their constituents.



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4.2 Programme for finalising the Charter

1. **Roundtable comments** incorporated by HPF Secretariat and the Charter will be sent to all HPF Members **by Friday 16th April 2010**.
2. **HPF Members to circulate it** to their own constituents, to ask for their comments and to send those comments back to UN-HABITAT, Christine Auclair in Nairobi and to the HPF Secretariat in Paris, through UIA, to Paula Liberato, **by Friday 15th October 2010**.
3. HPF Task teams for the Charter (5 teams, see Item 8.3 below) to assess and coordinate all comments collected by UN-HABITAT and the HPF Secretariat, and to agree the final wording, so that the final document can be sent forward by UN-HABITAT to Christine Auclair for inclusion in the **Programme** of the **next UN-HABITAT Governing Council, in November 2010, the last time for placing items on the General Council Agenda**.
4. HPF Secretariat, **to send the final document** to all HPF members for their agreement **by Friday 29th October 2010**.
5. HPF members **to agree and send the signed document** back to the HPF Secretariat in Paris **by Friday 12th November 2010**.
6. HPF Secretariat to send the signed documents to UN-HABITAT by Friday **19th November 2010**, so that the Charter can be placed in the **programme for the March 2011 General Council Meeting**.

5.0 WORLD URBAN FORUM 5 (WUF5) ACTIVITIES

5.2 Preparation for the Habitat Professionals Roundtable, 1330 to 1600 Wednesday 24th March 2010, Room W3 – 7 at WUF5

Christine Auclair reported that the room was available for an audience of 200 people, with projection facilities for a PowerPoint presentation of the recommended version of the Charter. It was agreed that HPF members would help to advertise this session by handing out the flyers produced by UN-HABITAT.

There are 7 speakers, who have 6 questions to discuss; a Chairperson (Louise Cox), who will present a Power Point presentation of the Charter; a Moderator, (Christine Platt), who will orchestrate the speakers and questions and a Reporter, (Derek Martin), who will sum up the session, and who will record the comments/changes for the Charter.

5.2 HPF representatives in partner platform meetings Thursday 25th March 2010

The meeting will take place from 0930 to 1130. It was agreed that Derek Martin and Louise Cox would be the HPF representatives with Nicolas Buchoud. The meeting will take place in Room W3-19.

6.0 HPF GOVERNANCE

6.1 Core Group/"Steering Committee"

It was agreed that HPF would set up Task Teams to deal with matters between meetings for the World Urban Forum and the HPF Charter.

6.2 Improving Communication

It was agreed that HPF members would report back on important meetings to all



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HPF members by email through the new HPF Secretariat in Paris to **Paula Liberato**, whose email address is p.liberato@uia-architectes.org, with a copy to **Christine Auclair** at UN-HABITAT in Nairobi, Kenya at her email address, which is Christine.Auclair@unhabitat.org.

Louise Cox said in Item 7 that the new Secretariat would be at UIA Headquarters in Paris and the contact details are:

HPF Secretariat 2010 to 2012
International Union of Architects (UIA)
Tour Montparnasse, 47ème étage
33, avenue du Maine, BP 158
75755 Paris cedex 15,
France
Telephone: +33 1 45 24 72 45
Facsimile: +33 1 45 24 02 78
E-mail: uia@uia-architectes.org .

6.3 Web Site

Christine Auclair reported that the HPF web site would from now on be within the UN-HABITAT web site under Partners/Professionals as www.unhabitat.org/partners/professionals.

She asked that HPF members give her topics etc to put on the site. It was also agreed that the Charter after any final points from the Roundtable, would be put on this web site as soon as possible. UN-HABITAT will translate the English version into French and Spanish, and put these on the web site. Send every thing to Raphaëlle Vignol at UN-HABITAT, Raphaelle.Vignol@unhabitat.org.

6.4 Frequency of Meetings (annually or biennially)

It was agreed that meetings should be annually, at the same time as the UN-HABITAT Governing Council and at the World Urban Forums, wherever they are. It was agreed that HPF needs a formal platform within these meetings.

7.0 TRANSFER OF THE CHAIRMANSHIP AND SECRETARIAT TO UIA

Derek Martin, (IFHP), the current Chair, transferred the Secretariat from IFHP to UIA and the Chairmanship to Louise Cox (UIA), for the remainder of the meeting, and for the next two years.

Louise Cox thanked Derek Martin for everything that he has done to date, and all the members of the HPF for helping HPF with the development of the Charter and for giving UIA this opportunity at this point in time. She thanked Christine Auclair for her support and the support of UN-HABITAT, and said that she looked forward to working with everyone to make HPF as active as possible.

She said that one of the hardest and most important thing that HPF members must do is to persuade their members that they must work with all communities to empower all people to have an opinion regarding the changes necessary for their communities. It is about sharing and enabling people to improve their lives through listening to their comments and persuading governments at all levels to understand that improvements do not need to cost much as people will do it themselves if given a little help.



8.0 ACTIVITIES FOR THE PERIOD 2010 TO 2012

8.1 World Urban Campaign

Christine Auclair described the four WUC committees, Executive Committee with HPF representation, Communications Committee to which HPF can contribute examples, Best Practice, Policies and Tools Committee, where HPF can be a key partner and a Sustainable Cities Advisory Committee to manage the 100 cities initiative, where HPF members can propose suitable cities and can become the champion of that city. So far there are 25 cities.

Christine Auclair invited the HPF to take a proactive role, in particular at the next WUC Steering Committee Meeting to be held in Alicante, Spain from 30th May to 3rd June 2010, where the Standing Committee will be elected. The HPF shall try to obtain a seat on this committee of five to six members, that should be attributed to representatives of habitat Agenda partners constituencies, such as the habitat international coalition for the NGO's, the Global Parliamentarians for habitat for the parliamentarians; UCLG for the local authorities, and the like.

She will send on to HPF further information on the Tools and Sustainable Cities Committees. HPF members will pass on to the Secretariat their interest in active involvement in these committees.

8.2 HPF representation in the Executive Committee of the World Urban Campaign

Christine Platt moved and Will French seconded the Motion "that the current Chair, Louise Cox would be the HPF representative on the Executive Committee of the WUC, supported by the previous Chair, Derek Martin, as the Alternate representative." This motion was carried unanimously.

RESOLUTION NO.2 "The current Chair, Louise Cox will be the HPF representative on the Executive Committee of the World Urban Campaign, (WUC) supported by the previous Chair, Derek Martin, as the Alternate representative."

8.3 Areas of interest

It was agreed that HPF would focus on promoting and working for the World Urban Campaign and the four principles of the HPF Charter,

- a) Social, economic and environmental harmony.
- b) Pro-poor and inclusivity
- c) Heritage, culture and sense of place
- d) The impacts of climate change and disasters

8.3 Areas of interest (continued)

It set up **5 Task Teams** to address these items:

Task 1. WUC IFLA (Desirée Martínez) and ISTED (Xavier Crépin) to work on tools



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- Task 2. re a) IFLA (Desirée Martínez) and IWA (Steve Moddemeyer)
Task 3. re b) WIEGO (Alison Brown) and CAP (Christine Platt)
Task 4. re c) UIA (Louise Cox) and ISTED (Xavier Crépin)
Task 5. re d) GPN (Will French) and CAP (Christine Platt)

A three page position paper will be required from each of the Task Teams to be sent to the HPF Secretariat and UN-HABITAT by Friday 25th June 2010, to p.liberato@uia-architectes.org and Christine.Auclair@unhabitat.org

8.4 A New Professionalism for the Built Environment

Will French tabled his paper "A new professionalism for the Built Environment". It was agreed that all members present would make comments on this paper, and **send them back to him, also by Friday 25th June 2010** at will.french@rtpi.org

9.0 NEW MEMBERS ELIGIBILITY

After a lot of debate and explanations, it was agreed to take the description of membership from the Habitat Professionals Forum Terms of Reference, Clause 2.1, "*Members will be independent, non-profit and non-governmental organisations that are international or regional organisations of Human Settlement Professionals supporting sustainable urban development*", as the basis for new memberships of HPF.

The definition of Observers will also be taken from from the Habitat Professionals Forum Terms of Reference, Clause 2.2, "*Other organisations may apply, or be invited, to attend HPF meetings as Observers.*"

It was agreed that all organisations represented at this meeting in Rio de Janeiro, Brazil, will be accepted as member organisations of HPF, including the International Water Association (IWA), for whom it was their first meeting.

It was agreed that all new organisations applying for membership of HPF would be sent a copy of the HPF Terms of Reference and of the HPF Charter, and that they will be asked to demonstrate that

- a) they fulfil the criteria for membership as set down in Clause 2.1 of the HPF Terms of Reference and
- b) whether they are prepared to sign the HPF Charter.

10.0 NEW BUSINESS

Christine Auclair said that UN-HABITAT was preparing an evaluation of each of the HPF organisations and their agreements with UN-HABITAT, in regard to their attitude to sustainable urban development and how they demonstrate their support for this. All members are to send this information to Christine.

11.0 DATE AND PLACE OF NEXT MEETING

It was agreed that the next meeting would be in Nairobi Kenya, on the Saturday just before the UN-HABITAT Governing Council, in March 2011. There will be a UN-HABITAT Partners Meeting on the Sunday just before the Governing Council also. **The dates of the**



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Governing Council in March 2011 are to be confirmed by UN-HABITAT as soon as possible.