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THE WORLD BANK

Washington, D.C.

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1818 H Street NW

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Urban Ass. Conference

Individual Arrangements



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Urban Assistance Conference - Arrangements

OFFICE MEMORANDUM

DATE October 29, 1985

TO Distribution

FROM Michael Cohen, WUDSR *MHC*

EXTENSION 61451

SUBJECT Urban Assistance Conference Planning Meeting

1. I should like to confirm an urban assistance conference planning meeting for Thursday, October 31, at 3:00 p.m., in my office (N-836). As background information, I have attached the following:

- Current draft of the preliminary agenda
- A list of vacancies still to be filled on the program, attached to which is a listing of the persons already identified for the agenda and the roles planned for each
- Session and Workshop Descriptions

2. This is a critical meeting. At the previous meeting we discussed the importance of each region reviewing its participants in terms of the vacancies on the program, regional balance, and regional representation. We must now make final selections for the program, and we would like to keep these regional considerations in mind as we do so. Please review the attached materials--especially the vacancies on the program and the attached list--and come with names to complete the program. Note especially Sessions 6 and 10, where we not been able to identify participants. We also need to discuss the following:

- confirmation of participants as soon as possible;
- the status of the country papers and presentations, and ways to expedite their completion;
- regional lunches on Thursday, December 5; and
- the social functions, and staff participation at them.

Attachments

Distribution:

Messrs. Churchill, Courtney (WUD); Di Zitti (WAPUR); Mumme, Persaud (LCPUR); Christie, El-Tobgy (EMPUR); Biderman (AEPUR); Harth, Wright (ASPUW) Grimes (EAPWU)

Mmes. Carr (EAPUR); Tager, Austin (WUDSR); Sheen (IPASU)

cc with attachments: Messrs. Buky (EAPUR); Ljung (EMPUR); Pellegrini (WAPUR); Sandstrom (ASPUW); Sud (AEPUR); Thint (LCPUR)

October 22, 1985

Urban Assistance Conference
Vacancies on the Agenda

Session 2 Session chairman

Sessions 3 and 7 Leaders for Cross-Regional Discussion Groups (Note: Country pairings shown below are for country presentations in Session 3):

Leader (to be identified)

Group I	Brazil - India
Group II	Zimbabwe - Senegal
Group III	Nigeria - Sri Lanka
Group IV	Philippines - Morocco
Group V	Egypt - Bolivia

Session 5 Plenary: Impacts of Urban Assistance

Panel presentation on the institutional level impacts of urban assistance

Session 6 Plenary: The Process of Urban Assistance

One or possibly two donor representatives to participate in a panel presentation

Session 10 Plenary: Future Objectives and Forms of Urban Assistance

Session Chairman
Three panel presentations (possibly two panelists from developing countries, one from the outside)

Session 11 Regional Group Discussions: Formulating Regional Urban Strategies

Group Leaders, who can report back in Plenary Session 14:

Leader (to be identified)

Group I	Eastern/Southern Africa	
Group II	Western Africa	
Group III	EMENA	
Group IV	South Asia	Pakistan?
Group V	East Asia and Pacific	Malaysia
Group VI	LAC	Colombia?

Session 15 Plenary: Defining the Role of External Assistance in Urban Development

Need to fill session time after (or before) Mr. Husain's speech

October 22, 1985

Urban Assistance Conference
Speakers and Other Conference Participants, by Region
(Based on October 22 Draft Preliminary Agenda)

<u>Speaker</u>	<u>Function(s)</u>
<u>Eastern and Southern Africa</u>	
Kenya: John Mbogua, Permanent Secretary Ministry of Local Government	Conference Co-Chair Chairman (Sessions 14, 15), Speaker (Sessions 1) Country Presentation (Session 2)
Tanzania: Joram Mghweno Director of Housing Office of the Prime Minister	Panelist (Session 6)
Zimbabwe: Dr. M. Nzuwah Permanent Secretary Ministry of Local Government, Rural and Urban Development	Panelist (Session 9) Country Presentation (Session 3)?
<u>South Asia</u>	
Sri Lanka: R. Paskaralingam, Secretary Ministry of Local Government, Housing, and Construction	Conference Co-Chair Speaker (Sessions 1, 8, Final Lunch) Country Presentation (Session 3)
India: C.V.S. Mani Vice Chairman Madras Metropolitan Development Authority	Country Presentation (Session 3) Panelist (Session 5)

East Asia and the Pacific

Indonesia:

Radinal Moochtar, Secretary General
Ministry of Public Works

Country Presentation (Session 2)
Chairman (Session 6)

Malaysia:

Mohamed Nor or
Lee Fong Yew

Group Leader (Session 11)

Philippines:

National Housing Authority
(General G.V. Tobias/Colonel
A.A.Fernando)

Panelist (Session 4)

Nathaniel von Einsiedel, Commissioner
Office of the Commissioner for
Planning
Management Coordinating Board

Country Presentation (Session 3)

Roberto Alvarez
Assistant Minister
Ministry of Human Settlements

Chairman (Session 10)?
Workshop on Housing Finance?

Thailand:

Dr. Phisit Pakasem
Deputy Secretary
National Economic and Social
Development Board

Panelist (Session 6)

Latin American and Caribbean

Bolivia:

Jaime Medrano
Director, Proyecto HAM-BIRF

Country Presentation (Session 3)

Brazil:

Flavio da Silveira, Minister of
Urban Development and Environment

Chairman (Sessions 4, 5)
Panelist (Session 9)

Dr. Paulo R.S. Bicca
Director Substituto, EBTU

Country Presentation (Session 3)

West Africa

Nigeria:

E.O. Lufadeji, Director
Urban and Regional Planning
Ministry of Works and Housing

Panelist (Session 5)

Nigeria

Country Presentation (Session 3)

Senegal:

Mamadou Diop, Mayor of Dakar

Country Presentation (Session 3)
Panelist (Session 4)
Chairman (Session 9)

EMENA

Egypt:

Mr. Yousef El-Rafie
Chairman
Executive Agency for Joint Projects

Country Presentation (Session 3)

Morocco:

Mohamed Ben Haddou Andaloussi
Directeur de l'Habitat

Country Presentation (Session 3)

Tunisia:

Ali Chaouch, President-Directeur
General, Agency for Urban
Rehabilitation and Renovation

Panelist (Session 4)

Turkey:

Ms. Ilhan Dulgar
Director, Social Planning
State Planning Organization

Panelist (Session 9)

le 18 octobre 1985

**AMELIORER L'EFFICACITE DE L'ASSISTANCE AU SECTEUR URBAIN:
LEÇONS DU PASSE, DEFIS A RELEVER**

2-6 décembre 1985
Washington, D.C.

Nous avançons à grands pas vers la fin des préparatifs pour la Conférence sur l'assistance au développement urbain qui se tiendra à Washington en décembre prochain. A ce propos, nous avons le plaisir de vous soumettre les documents suivants :

- l'ordre du jour préliminaire, les principaux conférenciers et autres événements de la Conférence.
- Une enveloppe contenant des informations sur l'hébergement. A cet effet, nous avons réservé un certain nombre de chambres au State Plaza Hotel. Si vous envisagez de participer à la Conférence et désirez séjourner à cet hôtel, il est important que vous lisiez l'information ci-inclue et que vous fassiez au plus vite votre réservation directement à l'hôtel (date limite pour la réservation : 15 novembre).

Nous prions chaque participant à la Conférence de nous fournir un bref curriculum vitae qui sera inclu dans la documentation de la Conférence. L'exemple en annexe pourra vous guider à préparer ce résumé.

Dans les semaines qui suivent vous allez recevoir des informations plus détaillées sur la Conférence. Au cas où vous n'auriez pas encore confirmé votre participation, nous vous prions de bien vouloir le faire aussitôt que possible.

Veillez envoyer votre résumé (jusqu'au 20 novembre au plus tard), ainsi que toute question au sujet de la Conférence à :

Mr. Bruce Gross
Room N-835
Water Supply and Urban Development Department
The World Bank
1818 H Street, N.W.
Washington, D.C. 20433 U.S.A.
Telephone: 202-676-1472

Au plaisir de vous rencontrer à la Conférence.

Pour le Comité organisant la Conférence,



Michael A. Cohen
Chef, Bureau de soutien des opérations et de recherche
Département de l'approvisionnement en eau
et du développement urbain

Example of A Biographical Sketch

Ahmed Suladi is the Director of the New City Metropolitan Development Authority (MDA), a position he has held since 1980. As Director, he initiated the preparation of a New City Metropolitan Master Plan, which later led to a First Urban Development Project, funded by the World Bank. MDA is now formulating a second project to extend the sites and services and slum upgrading programs to new neighborhoods. Prior to taking charge of MDA, Mr. Suladi held several posts in the Ministry of Public Works and Housing, including Deputy Secretary for Planning and Special Adviser for Housing to the Minister. Mr. Suladi was trained at the University of New Country and at the Technical University of New City. He is active in New Country's Association of Architects and has contributed papers to numerous seminars and workshops on topics such as housing for the urban poor, housing finance policies, and design of urban development programs.

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) 477-1234
Cable Address: INTBAFRAD
Cable Address: INDEVAS

October 18, 1985

**IMPROVING THE EFFECTIVENESS OF URBAN ASSISTANCE:
LESSONS FROM THE PAST, CHALLENGES FOR THE FUTURE**

December 2-6, 1985
Washington, D.C.

We are moving forward rapidly to finalize arrangements for the "Urban Assistance" Conference to be held in Washington in December. We have enclosed two important documents regarding the Conference:

- A preliminary agenda, showing sessions, major speakers, and other conference events.
- An envelope containing information on hotel accommodations. A block of rooms has been reserved for conference participants at the State Plaza Hotel. If you plan to attend the conference and want to stay at this hotel, it is important that you read the enclosed information and make your individual reservation directly with the hotel as soon as possible, but no later than November 15.

We are also asking each conference participant to provide us with a short biographical sketch to be included in the conference materials. We have enclosed an example that you can use as a guide in preparing your biodata.

We will be sending out more detailed information on the conference within the next few weeks. If you have not yet confirmed that you will be able to participate, please do so in the near future.

Please send your biographical sketch (by November 20) and address any questions you have regarding conference arrangements to:

Mr. Bruce Gross
Room N-835
Water Supply and Urban Development Department
The World Bank
1818 H Street, N.W.
Washington, D.C. 20433 U.S.A.
Telephone: 202-676-1472

We look forward to seeing you at the Conference in December.

For the Conference Organizing Committee,



Michael A. Cohen
Chief, Operations Support and Research
Water Supply and Urban Development Department

Enclosures

HOTEL ACCOMMODATIONS

Urban Assistance Conference: December 2-6, 1985

State Plaza Hotel
2117 E Street, N.W.
Washington, D.C. 20037
Telephone: (202) 861-8200
Telex: 140181 (Wayside)

A block of 120 rooms at the State Plaza Hotel has been reserved for participants in the Urban Assistance Conference. The State Plaza is a five-minute walk from the conference facilities in the Bank's "H" Building, located at 600 19th Street, N.W. (between F and G Streets).

The block of rooms reserved by the Bank includes 49 Executive Suites and 71 Junior Suites.

<u>Junior Suites:</u>	One or two queen-sized beds, kitchenette, and bathroom	\$45.00/night single* \$55.00/night double*
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<u>Executive Suites:</u>	Include bedroom, sitting room, bathroom, kitchen	\$50.00 night/single* \$60.00 night/double*
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*These rates do not include a 10% sales tax and a \$1.00/night occupancy tax. When a third person occupies a room, an additional charge of \$10.00 per night applies.

Participants who want to stay at the State Plaza Hotel must make their own reservations directly with the hotel, preferably with the hotel reservation card. Reservations can also be made by telephone or telex. The hotel must receive your reservation no later than November 15, 1985, if you are to be guaranteed a room.

When you make reservations at the State Plaza, we suggest that you:

- Indicate you are with the "World Bank Urban Conference."
- Give the hotel your expected arrival time, as well as your arrival date. If you expect to arrive at the hotel after 6:00 p.m., we recommend that you guarantee your reservation by paying the first night's room charge in advance or by providing the hotel with a credit card number. Without a guarantee, the hotel does not have to hold a room for you after 6:00 p.m.

The hotel has two entrances, one at its mailing address and one at 2116 F Street, N.W. When you arrive, we suggest that you go to the F Street entrance, which is where you will check in and which is closer to your room location.

Example of A Biographical Sketch

Ahmed Suladi is the Director of the New City Metropolitan Development Authority (MDA), a position he has held since 1980. As Director, he initiated the preparation of a New City Metropolitan Master Plan, which later led to a First Urban Development Project, funded by the World Bank. MDA is now formulating a second project to extend the sites and services and slum upgrading programs to new neighborhoods. Prior to taking charge of MDA, Mr. Suladi held several posts in the Ministry of Public Works and Housing, including Deputy Secretary for Planning and Special Adviser for Housing to the Minister. Mr. Suladi was trained at the University of New Country and at the Technical University of New City. He is active in New Country's Association of Architects and has contributed papers to numerous seminars and workshops on topics such as housing for the urban poor, housing finance policies, and design of urban development programs.

21 de octubre de 1.985

**AUMENTO EN LA EFICACIDAD DE ASISTENCIA PARA EL SECTOR URBANO:
LECCIONES DEL PASADO, DESAFIOS DEL FUTURO**

2 al 6 de diciembre de 1.985
Washington, D.C.

Estamos finalizando rápidamente los arreglos para la conferencia sobre el tema de "Asistencia Urbana" que se llevará a cabo en Washington, D.C. el próximo mes de diciembre. Adjuntamos dos documentos de importancia con respecto a la conferencia:

- la agenda preliminar, con las sesiones, los oradores y otros eventos.
- la información con respecto a las reservas de hotel están contenidas dentro del sobre. El Banco Mundial se ha puesto en contacto con el STATE PLAZA HOTEL y ha reservado un bloque de habitaciones. Si los participantes desean quedarse en este hotel, les rogamos que confirmen sus reservas directamente con el hotel lo antes posible y antes del 15 de noviembre.

Les rogamos a los participantes que nos manden un breve esquema con sus datos biográficos para incluirlos en la documentación de la conferencia. Hemos incluido un ejemplar como guía.

Los datos biográficos deben ser enviados antes del 20 de noviembre y cualquier información adicional que deseen con respecto a la conferencia pueden contactarse con:

Mr. Bruce Gross
Room N-835
Water Supply & Urban Development Department
The World Bank
1818 "H" Street, N.W.
Washington, D.C. 20433 U.S.A.
Telephone: (202) 676-1472

Les enviaremos información adicional y más detallada dentro de las próximas semanas. Si no han confirmado aún su participación, tengan la amabilidad de hacerlo lo antes posible.

Esperamos verlos en la conferencia en diciembre.



Michael Cohen
Jefe, Apoyo de Operaciones e Investigación
Departamento de Agua Potable y Desarrollo Urbano

Adjuntos

ALOJAMIENTO EN HOTEL

Conferencia sobre Asistencia para el Desarrollo Urbano
2 a 6 de diciembre de 1985

State Plaza Hotel
2117 E Street, N.W.
Washington, D.C. 20037
Teléfono: (202) 861-8200
Télex 140181 (Wayside)

Se ha hecho reservación de un bloque de 120 habitaciones en el State Plaza Hotel para participantes en la Conferencia sobre Asistencia para el Desarrollo Urbano. El hotel está a cinco minutos de distancia a pié del lugar de la conferencia, el Edificio "H" del Banco, situado en 600, 19th Street, N.W. (entre las calles F y G).

El bloque reservado por el Banco consiste en los 49 apartamentos de tipo ejecutivo (Executive Suite) y 71 apartamentos corrientes (Junior Suite) que se detallan a continuación:

<u>Junior Suite:</u>	Una o dos camas extra grandes ("queen-size"), cocinita y baño	US\$45/noche, sencilla* US\$55/noche, doble*
<u>Executive suite:</u>	Comprende dormitorio, sala, baño y cocina	US\$50/noche, sencilla* US\$60/noche, doble*

* Estos precios no comprenden el impuesto a las ventas de 10% ni un impuesto de US\$1,00 por noche de ocupación. Si hay una tercera persona en la habitación, se aplica un cargo suplementario de US\$10 por noche.

Los participantes que deseen alojarse en el State Plaza Hotel deben hacer sus reservaciones directamente con el hotel, preferiblemente con la tarjeta para reservaciones. También pueden hacerse reservaciones por teléfono o télex. El hotel debe recibir su notificación a más tardar el 15 de noviembre de 1985, para que pueda garantizársele el alojamiento.

Al hacer su reservación en este hotel le sugerimos que:

- Indique que va a participar en la "Conferencia del Banco Mundial sobre Desarrollo Urbano".
- Dé al hotel la fecha y hora en que espera llegar. Si espera llegar después de las 18.00 horas, conviene asegurar su reservación pagando el valor de la primera noche por anticipado o dando al hotel el número de una tarjeta de crédito suya. Sin alguna garantía, el hotel no está obligado a retener la habitación después de las 18.00 horas.

El hotel tiene dos entradas, a saber, la que figura en la dirección postal, y otra en 2116 F Street, N.W. A su llegada, le sugerimos que se dirija a la entrada de la Calle F, que da acceso a la recepción y es más conveniente en relación con su habitación.

HEBERGEMENT

Conférence sur l'assistance au développement urbain
2-6 décembre 1985

State Plaza Hotel
2117 E Street, N. W.
Washington, D. C. 20037
Téléphone : (202) 861-8200
Telex : 1400181 (Wayside)

Cent vingt chambres ont été réservées au State Plaza Hotel pour les participants à la Conférence sur l'assistance au développement urbain. Le State Plaza Hotel est à cinq minutes à pied du Batiment H de la Banque, 600 19th Street, N. W. (entre les rues F et G), où se tiendra la conférence.

Les chambres retenues par la Banque comprennent 49 suites diplomatiques et 71 chambres-salon.

Chambre-salon	: Chambre à un ou deux grands lits, kitchenette, salle de bains	\$ 45/nuit single *
		\$ 55/nuit double *
Suite diplomatique	: Chambre, salon, salle de bains, cuisine	\$ 50/nuit single *
		\$ 60/nuit double *

* Ces prix ne comprennent pas la taxe de 10 % ni la taxe d'occupation de un dollar la nuit. Ajouter un supplément de 10 dollars par nuit quand la chambre est occupée par trois personnes.

Les participants qui désirent séjourner au State Plaza Hotel doivent envoyer leur demande de réservation directement à l'hôtel, en utilisant de préférence la fiche de réservation. Il est également possible de faire des réservations par téléphone ou par telex. L'hôtel doit recevoir votre demande de réservation le 15 novembre au plus tard pour vous garantir une chambre.

Dans votre demande de réservation, n'oubliez pas d'indiquer :

- que vous participez à la "Conférence de la Banque mondiale sur l'assistance au développement".
- le jour et l'heure approximative de votre arrivée. Pour avoir une réservation ferme, nous vous suggérons d'envoyer des arrhes correspondant au prix d'une nuitée, ou de donner à l'hôtel le numéro d'une carte de crédit, faute de quoi l'hôtel n'est pas tenu d'honorer votre réservation après 18 heures.

L'hôtel a deux entrées, la première à l'adresse indiquée, la seconde au 2116 F Street, N. W. Nous vous suggérons d'utiliser l'entrée donnant sur F Street, plus proche de la réception et des chambres.

IMPROVING THE EFFECTIVENESS OF URBAN ASSISTANCE: LESSONS FROM THE PAST, CHALLENGES FOR THE FUTURE

December 2-6, 1985

The World Bank, Washington, D.C.

MONDAY DECEMBER 2	TUESDAY DECEMBER 3	WEDNESDAY DECEMBER 4	THURSDAY DECEMBER 5	FRIDAY DECEMBER 6
9:00 - 10:30 Session 1: Plenary Welcome: A.A. Churchill Address: A.W. Clausen Address: John Mbogua, Conference Co-Chairman Conference Overview: R. Paskaralingam, Conference Co-Chairman	9:00 - 10:30 Session 4: Plenary Chairman: Flavio R.P. da Silveira Panel: Lessons from Project Implementation Questions from the floor	9:00 - 10:30 Session 8: Plenary Summary from Days I and II: R. Paskaralingam Urban Conditions in the Future: Anthony A. Churchill	9:00 - 10:30 Session 10: Plenary Chairman: Elva Barreiro de Roulet Panel: Future Objectives and Forms of Urban Assistance Questions from the floor	9:00 - 10:30 Session 14: Plenary Chairman: John Mbogua Reports from the Regional Groups (Session 11) Summarizing Their Priorities and Strategies for the Future Questions from the floor
10:30-11:00 Coffee	10:30-11:00 Coffee	10:30-11:00 Coffee	10:30-11:00 Coffee	10:30-11:00 Coffee
11:00 - 12:30 Session 2: Plenary Chairman: Flavio R.P. da Silveira Presentations: Urban Assistance Experience of Kenya and Indonesia Questions from the floor	11:00 - 12:30 Session 5: Plenary Chairman: Abdoulaye Babale Panel: Impacts of Urban Assistance Questions from the floor	11:00 - 12:30 Session 9: Plenary Chairman: Mamadou Diop Panel: Elements of Urban Strategy in the Future Questions from the floor	11:00 - 12:30 Session 11: Small Groups Regional Group Discussions: Future Urban Strategies, Objectives, and Forms of Assistance	11:00 - 12:00 Session 15: Plenary Chairman: John Mbogua Address: S.S. Husain
12:30 - 2:00 Lunch (Open)	12:30 - 2:00 Lunch (Open)	12:30 - 2:00 Lunch (Open)	12:30 - 2:30 Lunch (Open)	12:30 - 2:30 Lunch, The Grand Hotel Concluding Address: R. Paskaralingam Remarks: A.A. Churchill
2:00 - 3:30 Session 3: Small Groups Two country presentations to each of five cross- regional groups Group discussions	2:00 - 3:30 Session 6: Plenary Chairman: Radinal Moochtar Panel: Process of Urban Assistance Questions from the floor	2:00 - 4:30 Outside Activities 1. Remarks by Marion Barry, Mayor of Washington, D.C., followed by an "urban project" tour of Washington, D.C. 2. Discussions with donors	2:30 - 4:00 Session 12: Workshops Six Concurrent Workshops on Key Topics in Urban Development	
3:30 - 4:00 Coffee	3:30 - 4:00 Coffee		4:00 - 4:30 Coffee	
4:00 - 5:30 Session 3 (continued) Cross-regional group discussions of country presentations	4:00 - 5:30 Session 7: Small Groups Cross-regional group discussions of the process of urban assistance (from Session 6)	4:30 - 7:30 Free	4:30 - 6:00 Session 13: Workshops Six Concurrent Workshops on Key Topics in Urban Development (Session 12 repeated)	
6:00 - 8:00 Reception at the Bank, hosted by S. Shahid Husain E-Building Lobby	5:30 onward Free	7:30 - 9:30 Cocktails and Dinner The Grand Hotel Address: Edward V.K. Jaycox	7:00 - 8:30 Reception, hosted by Mayor Marion Barry, Washington Convention Center	

11/6/85

Speakers and Other Participants
Shown Above:

Many other speakers and
participants have been
invited but could not be
shown above due to space
limitations. Many have
already confirmed their
participation.

The Honorable Abdoulaye Babale
Minister of Town Planning and Housing
Cameroon

The Honorable Elva Barreiro de Roulet
Vice Governor, Province of Buenos Aires
Argentina

The Honorable Marion Barry
Mayor of Washington, D.C.

Anthony A. Churchill, Director
Water Supply and Urban Development Department
The World Bank

A.W. Clausen, President
The World Bank

The Honorable Mamadou Diop
Mayor of Dakar, Senegal

S. Shahid Husain, Vice President
Operations Policy
The World Bank

Edward V.K. Jaycox, Vice President
Eastern and Southern Africa Regional Office
The World Bank

John Mbogua, Permanent Secretary
Ministry of Local Government
Kenya

Radinal Moochtar, Secretary General
Ministry of Public Works
Indonesia

R. Paskaralingam, Secretary
Ministry of Local Government, Housing, and Construction
Sri Lanka

The Honorable Flavio Rios Peixoto da Silveira
Minister of Urban Development and Environment
Brazil

THE WORLD BANK / IFC
FORMS PRINTING REQUEST

NOTE: Please type or print.
Submit in quadruplicate to
Forms Program, Room Q328.

1. FORM TITLE: interhead for urb. conf. (see attach.)		2. FORM NO.:	3. QUANTITY: 5,000
4. REQUESTED BY: M. Cohen	5. DATE: 11-6-85	6. ROOM NO.: N836	7. EXT.: 61451
8. DELIVERY DATE:		9. DEPT. NAME: WUD	
10. NO.: 310		11. DIV. NAME: SR	
12. NO.: 06		13. SPECIFICATIONS:	

Do not write in space above.

No. of Parts: _____ NCR _____ Other _____ Pad _____ No. of Holes: _____ Top _____ Side _____ Colored Ink: brown

14. REMARKS:
~~Paper and ink to be selected~~
Please send us the design before printing.
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15. DELIVERY INSTRUCTIONS
PRINT SHOP: Please place 6 copies of the form in the job jacket when job is completed.

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I Bldg. Stockroom Only OR
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16. FORMS PROGRAM SIGNATURE:
Michael A. Cohen, Chief, WUDSR

17. DATE:
11-6-85

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____ Sheets x _____ = _____
TOTAL SHEETS ISSUED: _____

IMPROVING THE EFFECTIVENESS OF URBAN ASSISTANCE:
LESSONS FROM THE PAST, CHALLENGES FOR THE FUTURE

December 2-6, 1985

Washington, D.C.

IMPROVING THE EFFECTIVENESS OF URBAN ASSISTANCE: LESSONS FROM THE PAST, CHALLENGES FOR THE FUTURE
Preliminary Conference Agenda
December 2-6, 1985

DAY I: MONDAY DECEMBER 2	DAY II: TUESDAY DECEMBER 3	DAY III: WEDNESDAY DECEMBER 4	DAY IV: THURSDAY DECEMBER 5	DAY V: FRIDAY DECEMBER 6
9:00 - 10:30 Session 1: Plenary Introduction Speech by A.W. Clausen Speech by John Mbogua, Conference Co-Chairman Comments by R. Paskaralingam, Conference Co-Chairman	9:00 - 10:30 Session 4: Plenary Chairman: To be named Panel: Lessons from Project Implementation Questions from the floor	9:00 - 10:30 Session 8: Plenary Summary from Days I and II: R. Paskaralingam Urban Conditions in the Future: Anthony A. Churchill	9:00 - 10:30 Session 10: Plenary Chairman: To be named Panel: Objectives and Forms of Urban Assistance in the Future Questions from the floor	9:00 - 10:30 Session 14: Plenary Chairman: John Mbogua Reports from the Regional Group Discussions: Priorities and Strategies for the Future Questions from the floor
10:30-11:00 Coffee	10:30-11:00 Coffee	10:30-11:00 Coffee	10:30-11:00 Coffee	10:30-11:00 Coffee
11:00 - 12:30 Session 2: Plenary Chairman: To be named Presentations: Urban Assistance Experience of Kenya and Indonesia Questions from the floor	11:00 - 12:30 Session 5: Plenary Chairman: To be named Panel: Impacts of Urban Assistance Questions from the floor	11:00 - 12:30 Session 9: Plenary Chairman: Mamadou Diop Panel: Elements of Urban Strategy in the Future Questions from the floor	11:00 - 12:30 Session 11: Small Groups Regional Group Discussions: Future Urban Strategies, Objectives, and Forms of Assistance	11:00 - 12:00 Session 15: Plenary Chairman: John Mbogua Speech by S.S. Husain: Responsibilities for Urban Assistance in the Future
12:30 - 2:00 Lunch (Open)	12:30 - 2:00 Lunch (Open)	12:30 - 2:00 Lunch (Open)	12:30 - 2:30 Lunch (Open)	12:30 - 2:30 Lunch, Hosted by the Bank Concluding Speech by R. Paskaralingam
2:00 - 3:30 Session 3: Small Groups Two country presentations Each of five cross- national groups Group discussions	2:00 - 3:30 Session 6: Plenary Chairman: To be named Panel: Process of Urban Assistance Questions from the floor	2:00 - 4:30 Outside Activities 1. Speech by Marion Barry, Mayor of Washington, DC - "Urban project" tour of Washington, D.C. 2. Discussions with donors	2:30 - 4:00 Session 12: Workshops Six Concurrent Workshops on Key Topics in Urban Development	
3:30 - 4:00 Coffee	3:30 - 4:00 Coffee		4:00 - 4:30 Coffee	
4:00 - 5:30 Session 3 (continued) Cross-regional group discussions of country presentations	4:00 - 5:30 Session 7: Small Groups Cross-regional group discussions of the process of urban assistance (from Session 6)	4:30 - 7:30 Free Time	4:30 - 6:00 Session 13: Workshops Six Concurrent Workshops (Session 12 repeated)	
6:00 - 8:30 Reception at the Bank	Evening free	7:30 - 9:30 Dinner, Hosted by the Bank Speech by Robert McNamara (To be confirmed)	7:00 - 8:30 Reception hosted by Mayor Marion Barry (Washington Convention Center)	

Speakers and Other Participants:
(As of October 15)

Marion Barry
Mayor of Washington, D.C.

Anthony A. Churchill, Director
Water Supply and Urban Development Department
The World Bank

A.W. Clausen, President
The World Bank

Mamadou Diop
Mayor of Dakar, Senegal

S. Shahid Husain, Vice President
Operations Policy
The World Bank

John Mbogua, Permanent Secretary
Ministry of Local Government
Kenya

Robert S. McNamara, Past President
The World Bank

R. Paskaralingam, Secretary
Ministry of Local Government, Housing and Construction
Sri Lanka

**IMPROVING THE EFFECTIVENESS OF URBAN ASSISTANCE:
LESSONS FROM THE PAST, CHALLENGES FOR THE FUTURE**

PRELIMINARY AGENDA

December 2-6, 1985
World Bank, Washington, DC

DAY I: December 2

- Session 1 Plenary: Opening the Conference
- 9:00 - 10:30 1. Welcome and Introductions
Anthony A. Churchill, Director, WUD
2. "The Need for a Partnership in Urban Development"
Speech by A.W. Clausen, President, The World Bank
3. Speech by Conference Co-Chairperson:
John Mbogua, Permanent Secretary
Ministry of Local Government, Nairobi, Kenya
Suggested topic "The Role of Developing Countries in
Ensuring the Effectiveness of Urban Assistance"
4. Conference Objectives, Agenda, Organization,
presented by Conference Co-Chairperson:
Mr. R. Paskaralingam, Secretary
Ministry of Local Government, Housing, and
Construction, Sri Lanka
- 10:30 - 11:00 Coffee
- Session 2 Ten Years of Urban Assistance: Two Countries' Experience
- 11:00 - 12:30 Session Chairman: To be named
1. Kenya, with video (30 minutes),
John Mbogua, Permanent Secretary
Ministry of Local Government
2. Indonesia, with video (30 minutes)
Radinal Moochtar, Secretary General
Ministry of Public Works, Indonesia
3. Questions from the floor
- 12:30 - 2:00 Lunch (open)

DAY I: Continued

Session 3

Country Presentations to Cross-regional Groups:

2:00 - 3:30

Five cross-regional discussion groups (about 20 persons in each) will be formed, each with its own LDC chairperson and rapporteur. Each group will hear two presentations from countries invited to prepare papers on their experiences. Country presentations have been planned to pair a large country with a small country, to foster geographical diversity, and to have English as one of the presentation languages in each group.

Country Presentations

Leader

Group I	Brazil - India
Group II	Zimbabwe - Senegal
Group III	Nigeria - Sri Lanka
Group IV	Philippines - Morocco
Group V	Egypt - Bolivia

3:30 - 4:00

Coffee

Session 3

(Continued)

4:00 - 5:30

Cross-regional Group Discussions on the presentations above, in the same groups as shown above

6:00 - 8:30

Reception at the World Bank. Hosted by S.S. Husain, Vice President, Operations Policy, The World Bank. E-Building Lobby

DAY II: December 3

Session 4 Plenary: Lessons from Project Implementation

9:00 - 10:30 Session Chairman: Mr. Flavio da Silveiro

Panel Presentations:

1. Senegal: Mamadou Diop
 Mayor of Dakar
2. Philippines: National Housing Authority
 (General G.V. Tobias/Colonel A.A.
 Fernando)
3. Tunisia Ali Chaouch
 President Directeur General,
 Agency for Urban Rehabilitation and
 Renovation

10:30 - 11:00 Coffee

Session 5 Plenary: Impacts of Urban Assistance

11:00 - 12:30 Session Chairman: Mr. Flavio da Silveiro

Panel Presentations:

1. Nigeria E.O. Lufadeji, Director
 (national Urban and Regional Planning
 level) Ministry of Works and Housing
2. India C.V.S. Mani
 (city-wide Vice Chairman
 level) Madras Metropolitan Development
 Authority
3. (to be identified)
 (institutional
 level)

12:30 - 2:00 Lunch (open)

DAY II: Continued

Session 6

Plenary: The Process of Urban Assistance

2:00 - 3:30

Session Chairman: Mr. Radinal Moochtar

Panel Presentations:

1. Thailand: Dr. Phisit Pakasem
Deputy Secretary
National Economic and Social
Development Board
2. Tanzania: Joram Mghweno
Director of Housing
Office of the Prime Minister
- 3 & 4 USA, Germany, France, or Netherlands?
Inter-American Development Bank?

3:30 - 4:00

Coffee

Session 7

Cross-regional Group Discussions

4:00 - 5:30

Discussions of the process of urban assistance, in the same groups as formed for Session 3

5:30 onward

Evening free

DAY III: December 4

Session 8

Plenary: Urban Conditions--Past and Future

9:00 - 10:30

Summary of issues and lessons from the first two days:
Mr. R. Paskaralingam, Conference Co-Chairperson

Urban Conditions in the Future:
Mr. Anthony A. Churchill

10:30 - 11:00

Coffee

Session 9

Plenary: Elements of Urban Strategy in the Future

11:00 - 12:30

Session Chairman: Mayor Mamadou Diop

Panel Presentations

1. Brazil Dr. Flavio da Salveiro
 Minister of Urban Development
 and Environment
2. Turkey Ms. Ilhan Dulgar
 Director, Social Planning
 State Planning Organization
3. Zimbabwe Dr. M. Nzuwah
 Permanent Secretary
 Ministry of Local Government, Rural
 and Urban Development

12:30 - 2:00

Lunch (open)

2:00 - 4:30

Outside Activities

1. Introductory Speech, Marion Barry, Mayor of
Washington, D.C.
- "Urban project" tour of Washington, D.C., with
representatives of the D.C. government
2. Discussions with representatives of the donor
community

4:30 - 7:30

Free

7:30 - 9:30

Dinner

TO BE
CONFIRMED

Speech by Robert McNamara, possibly on "Understanding
the Past and Preparing for the Future," to serve as a
transition between the primarily retrospective focus of
the first three days and the future orientation of the
final two days

DAY IV: December 5

Session 10 Plenary: Future Objectives and Forms of Urban Assistance

9:00 - 10:30 Session Chairman: To be named (Roberto Alvarez?)

Panel Presentations: to be decided. Those mentioned include R. Alvarez (Philippines), Hendropranoto Suselo (Indonesia). Countries mentioned include Brazil, India, Nigeria. We might also consider bringing in an outside specialist to add a different perspective.

10:30 - 11:00 Coffee

Session 11 Regional Group Discussions: Formulating Regional Urban Strategies

11:00 - 12:30 Participants will be divided into regional groupings, probably coinciding with the Bank's regions (language needs to be considered).

		<u>Leader</u>
Group I	Eastern/Southern Africa	
Group II	Western Africa	
Group III	EMENA	
Group IV	South Asia	Pakistan?
Group V	East Asia and Pacific	Malaysia
Group VI	LAC	Colombia?

12:30 - 2:30 Lunches (open)

Session 12 Concurrent Workshops

2:30 - 4:00 Six concurrent workshops will be held on important topics in urban development. They will be repeated during Session 13. Each workshop will be coordinated by a Bank staff member, with assistance from an outside specialist.

	<u>Workshop</u>	<u>Bank Coordinator</u>	<u>Outside Specialist</u>
I	Financing Municipal Development	D. Williams	K. Davey
II	Housing Finance	B. Renaud	Bob Buckley
III	Planning and Designing Urban Infrastructure	D. Cook	to be selected
IV	Urban Land Management	J. Courtney	W. Doebele
V	Urban Productivity and Employment	F. Kahnert	H. Cisneros (Mayor of San Antonio)?
VI	Urban Development Training Needs	M. Potashnik, J. Hebert, J. Kozlowski	B. Mumtaz

DAY IV: Continued

Session 13

Concurrent Workshops

4:30 - 6:00

Session 12 repeated

7:00 - 8:30

Reception at the Convention Center, hosted by The
Honorable Marion Barry, Mayor of Washington D.C.

DAY V: December 5

Session 14 Plenary: Reports from the Regional Groups Summarizing Their Perspectives on the Future

9:00 - 10:30 Session Chairman: Mr. John Mbogua

1. Reports from the leader/rapporteur summarizing the regional group discussions (Session 11) of future strategies, objectives and forms of urban assistance
2. Questions from the floor

10:30 - 11:00 Coffee

Session 15 Plenary: Defining the Role of External Assistance in Urban Development

11:00 - 12:00 Session Chairman: Mr. John Mbogua

1. Speech by S. Shahid Husain, possibly covering the Bank's perspective on responsibilities for urban assistance in the future
2. Comments from the floor? or panel selected to react to the speech? (An hour is too long just for a speech.)

12:30 - 2:30 Lunch (hosted by WUD) and Concluding Session

Presiding: Mr. Anthony A. Churchill

1. Speech by Mr. R. Paskaralingam, Conference Co-Chairperson, possibly summing up the LDC perspective on responsibilities for implementation of assistance
2. Final remarks closing the conference, thanking the presenters and participants, etc.: Mr. Churchill

OFFICE MEMORANDUM

Bruce to file

DATE September 20, 1985

TO Ms. Carmen Venturini, ADMLS

FROM Bruce Gross, Technical Assistance Officer, WUDSR

EXTENSION 61472

SUBJECT Urban Assistance Conference: December 2-6, 1985

1. I should like to confirm our telephone conversation of September 20 and our request for simultaneous interpretation services during the Urban Assistance Conference, as follows:

- The conference dates of December 2-6 are firm. Within these dates, sessions and activities will change, although these changes should not significantly affect our needs for interpretation services.
- All plenary sessions will be held in the H auditorium; small group sessions will be held in departmental conference rooms in the H building.
- During all the plenary sessions, we will need simultaneous translations in three languages: English, French, and Spanish. It is also possible that we may, as we discussed, have presentations in Portuguese and Portuguese speakers not able to manage in one of the other languages. If this is the case, we need to give you a minimum of one month's notice.
- We do not yet know the composition of the small discussion groups. Because the departmental conference rooms in the H building do not have provisions for simultaneous interpretation, we will try to form groups of people who can manage with little, or no, interpretation assistance. Nevertheless, we expect we will need to have interpreters in some of the small groups. We will let you know the composition of the groups as soon as possible.
- We will probably need interpreters to accompany groups on the Day III "urban" tours of Washington.
- We will furnish you copies of the presentations when they are available.
- You will handle the contracts with the interpreters, and your department will cover the full costs of these interpretation services.

2. I have attached a copy of the current draft of the agenda and session notes, and will send you updated versions as they appear.

cc: Mr. Cohen (WUDSR)

BGross

OFFICE MEMORANDUM

DATE June 4, 1985

TO Mr. Thomas D. Rimpler, ADMCO

FROM Constance Paige



EXTENSION 69186

SUBJECT Arrangements for the Ten Year Anniversary Conference on World Bank
Urban Assistance

1. This is to confirm arrangements for the subject conference scheduled for December 2-6 from 8:30 a.m. to 10:00 p.m. We would very much appreciate your reserving a conference room which will accommodate approximately 125 people (including translators for English, Spanish, French) and have access to audio visual equipment.

2. At your suggestion, we will discuss the room set up at a later date.

Minutes of Urban Conference Meeting

June 19, 1985

ATTENDING:

Jan Austin, Jaime Biderman, Michael Cohen, John Courtney, Benedetto Di Zitti, Aly El-Tobgy, Orville Grimes, Alberto Harth, Constance Paige.

REPORTING:

Alberto Harth:

11 letters have gone out. Probably 2 or 3 of the invitees won't come.

Jaime Biderman:

They have selected 12 invitees but none of the letters has gone out.

Orville Grimes:

The worry in East Africa is that if they were to invite only 12 people, they would be slighting some countries. They would like to invite 23 people altogether. Because they haven't resolved this question, none of the letters has gone out.

Benedetto Di Zitti:

They have the same concern in West Africa.

DISCUSSION ON NUMBER OF INVITEES FROM EACH REGION

Several people felt that the limit of 12 invitees should be raised in some instances. Alberto Harth pointed out, for instance, that they didn't invite Bombay and Calcutta because of the limit. It was decided that because of the large number of countries in East and West Africa, those regions had no choice but to invite more people than originally discussed and that Bombay and Calcutta would be invited.

DISCUSSION ON CONFERENCE THEMES

Alberto Harth elaborated on his April 16 memo, which outlined 2 overall themes for the conference:

1. Urban Sector Policy Adjustments and Strategy; and
2. The Role of the Bank and Bilaterals in Assisting Governments in Developing Policy and Strategy.

There was general agreement that the second theme should be amended to include the role of external assistance and that there should be a third theme: Managing the Processes of Urban Change, for example, how to cope with the tough political questions. It was also agreed that the conference should proceed in the following way:

The first day or half day would be devoted to framing the conference. The time should be spent developing a "common diagnosis" of country experience with assistance, possibly including two contrasting country presentations. Next should be common strategies for the future, including adjustment of the policy framework and priorities for assistance. The conference should be ended with a discussion of the role of the externals. By the end of the week a common understanding should develop of the task that lies ahead in urban assistance.

Michael Cohen suggested that it would be helpful if Mr. Clausen's speech on the first day could outline the general flow of aid throughout the world, and state the purpose of the conference, that is, to get feedback from the countries on their experience with aid. During the "diagnosis" discussion, the presentors should address issues such as: Is the project replicable? What was its impact on poverty? How did it fit into an overall assistance strategy?

Jaime Biderman pointed out that it was important to distinguish throughout the conference -- and sometimes the conflicts -- between the Bank's needs and the countries'.

CONFERENCE PLANNING

Alberto Harth reminded everyone that one of the conference goal was to have the country people manage proceedings. There was agreement that it was important to choose a country chairperson and the six-person country committee quickly so that they could have input into ongoing conference plans.

CPaige:tdj

OFFICE MEMORANDUM

DATE May 23, 1985

TO Urban Conference Committee

FROM *MPCohen*
Michael Cohen, Chief, WUDSR

EXTENSION 61451

SUBJECT Urban Conference Committee Meeting

1. Attached are the minutes of the May 10 Urban Conference Committee Meeting.
2. The next meeting of the Committee will be held on Wednesday, June 19, at 11:00 a.m. in Room C-812. If you need copies of any of the conference papers or would like more information on the meeting, please contact Ms. Constance Paige at extension 69186.

Attachment

cc: Messrs. Biderman, AEPWU; Buky, EAPWU; Christie, EMPUR; Courtney, WUDWS; Di Zitti, WAPUR; Mumme, LCPUR; Persaud, LCPUR; Podolske, AEPWU; Racki, EAPWU; Sandstrom, ASPUW
Mss. Carr, EAPWU; Austin, Paige, Tager, WUD

Messrs. Churchill, Costa, Dunkerley, WUD
(for information)

CPaige:tdj

Minutes of Urban Conference Meeting

May 10, 1985

ATTENDING:

Jan Austin, Jaime Biderman, Carolle Carr, Iain Christie, Michael Cohen, Benedetto Di Zitti, Alberto Harth, Carl Heinz Mumme, Constance Paige, Thakoor Persaud, Carolyn Tager

GENERAL BUSINESS: Michael Cohen

Mr. Churchill has asked Mr. Clausen to attend the meeting, and he agreed to come December 2. Mr. Clausen indicated he felt the conference would be a good opportunity for feedback from the countries about World Bank lending. Mr. Stern and Mr. Husain have also been supportive of the idea.

At the recent Habitat meeting in Jamaica, the representative from Sri Lanka suggested that the urban conference be informal; in the past, overformalized meetings have reduced the extent to which people are forthcoming with their ideas. Many at the Habitat conference expressed excitement about the urban conference. One critique of organized efforts so far was that the documents have been too formalized and do not convey the true intent of the conference.

COUNTRY REPORTS

Carolle Carr:

The presenting countries will be Zimbabwe and Kenya. For Kenya, the presentation will probably be in the form of a video showing the past ten years of experience and having the Kenyans express their changing perceptions of World Bank assistance. Other countries that are possibilities for invitations are Burundi, Botswana, and Tanzania.

Alberto Harth:

His region has prepared a memo to the Vice President with the letters attached. They have drafted a model letter with two paragraphs that will change depending on the invitee. Originally, they had 15-16 people on their list; now they have 11. They are expecting the director to clear the letters Monday or Tuesday and to send them out next week. The conference has been discussed in division meetings and with individuals preparing to go on mission.

Benedetto Di Zitti:

They have identified 11 countries with projects. The project officers are having difficulty identifying key people in those countries. They talked with Nigeria about the possibility of exploring "How the Bank affected government policy," and the Nigerians are enthusiastic. The Ivory Coast also has ten years' experience with the Bank, and some success, but it is not yet decided whether they will present the second paper for the region. Other possible invitees from other countries have also been identified.

Iain Christie:

Nothing has happened yet in their region because they have been busy with several other seminars. Out of those seminars, however, will come lists of possible country invitees. They are planning to have a meeting about the conference Monday.

Jaime Biderman:

Indonesia will be one presenting country, the Philippines the other. The letters are not yet sent to them, but will be soon. A letter has gone out to Thailand. A mission is going to China and will arrange for an invitation while there. For Korea, they have names identified, but the country coordinator is on mission until next week.

Thakoor Persaud:

At a staff meeting two days ago, they discussed who should be invited. The likely presentations are Bolivia and Brazil.

Carl Heinz Mumme:

They are interested in doing Urban Transport as a topic for Brazil. Other countries are Argentina, Chile, Peru, Colombia, Ecuador, and Mexico. So far, the response is not terribly enthusiastic. The problem is money.

ISSUES TO BE KEPT IN MIND: Michael Cohen

By early September, the country people who are going to comprise the organizing committee for the conference should have been identified and asked to take this responsibility.

Decisions have to be made about who will present the theme papers, whether World Bank staff, outside experts, or country people.

Candidates for chair should be identified, and a decision has to be made about whether the chair should rotate among several individuals.

NEXT MEETING

The next meeting will take place on Wednesday, June 19, at 11:00 p.m.
in Room C-812.

OFFICE MEMORANDUM

DATE April 22, 1985

TO Urban Conference Committee

FROM Michael A. Cohen *MA Cohen*

EXTENSION 61451

SUBJECT Minutes of Meeting - April 18

Attached are the minutes of the April 18 Urban Conference Committee Meeting.

Attachment

cc: Messrs. Jaime Biderman, AEPUR; Jozsef Buky, EAPUR;
Iain Christie, EMPUR; John Courtney, WUDWS;
Benedetto Di Zitti, WAPUR; Alberto Harth, ASPUR;
Carl-Heinz Mumme, LCPUR; Thakoor Persaud, ADMPT;
Richard Podolske, AEPUR; Jeffrey Racki, EAPUR;
Sven Sandstrom, ASPUR; Ms. Constance Paige

Messrs. Anthony Churchill, Rene Costa, Harold Dunkerley, WUDDR
(for information)

CPaige:tdj

Draft Minutes of Urban Conference Committee Meeting

Date: April 18, 1985

Subject: Urban Conference: "Ten Year Anniversary Conference on World Bank Urban Assistance: Accomplishments, Issues, and Lessons for the Future"

Present: Messrs. Jaime Biderman, Michael Cohen, John Courtney, Benedetto Di Zitti, Alberto Harth, Carl-Heinz Mumme, Jeffrey Racki; Ms. Constance Paige

PROCEEDINGS

MONEY

A discussion took place about exactly how the conference participants were going to be paid. The decision was that travel and subsistence costs for country participants would come out of ongoing projects and credits, or if that was not possible, out of other arrangements that the regions would work out; if necessary, WUD would assist the regions to locate funds, possibly from bilateral sources. The letter of invitation that the regions will send will make clear that the costs must be borne by the country; only if the country representatives say that they can not produce the money will the regions or WUD assist in finding funds.

There will be no honorarium for production of a paper for the conference. One incentive for producing a paper will be the commitment that the Bank will publish the conference proceedings.

The suggestion also was made that the Bank give all participants a package of World Bank publications as a gift.

Michael Cohen explained that the \$100,000 budget provided for the conference will be used for basic expenses such as logistics, space, social events, outside consultants' fees, rapporteurs' fees, etc.

REGIONS PROGRESS ON INVITATIONS

East Asia. People from Indonesia and the Philippines have been identified as possible participants, and letters of invitation are going out to them next week.

Latin America. Kin Thint wants to limit the discussion with respect to Brazil to Urban Transport.

West Africa. Fifteen possible invitees have been identified, most of them high-level government officials. No invitations have been issued since so many people have been on mission in the last month.

East Africa. Kenya and Zimbabwe are the likely invitees.

COMPOSITION OF PARTICIPANTS AND FOCUS OF CONFERENCE

A question arose as to whether it was appropriate to have participants in the conference come from varying backgrounds; for example, should a project engineer and a high government official both be among the invitees.

It was decided that because of the nature of the conference, it was important to have a variety of people in order to understand the different kinds of experience with lending, both at a broad policy level and at a practical level, and from both urban and water supply.

It was also decided that conference participants could discuss not just external assistance success stories, but instances in which financing was not forthcoming.

It was also decided that some participants should come from countries like Bangladesh in which the Bank does not yet have urban projects, in order for them to benefit from others' past experience.

It was agreed that NGO's should be invited to participate in the conference.

THEMES

The suggestion was made that the themes be kept simple, for example

- 1) Urban Sector Strategies in the Context of Macro-Economic Adjustment and
- 2) The Role of External Assistance.

INVITATIONS

It was agreed that the letters of invitation would go out from the regions rather than from Tony Churchill, and should be shorter and personal. The "draft letter," the Clausen memo, and other conference documents could be appended in order to provide the necessary information on the conference.

CLAUSEN MEMO

It was agreed that comments on the Clausen memo should be sent to Michael Cohen's office by Tuesday, April 23. The memo would go out from Tony Churchill's office Wednesday, April 24.

It was also agreed that the memo should incorporate the suggestion of including participants from countries in which the Bank does not yet have urban projects.

The suggestion was made that the Clausen memo contain a reference to Robert McNamara's participation in the conference.

SCHEDULE FOR THE CONFERENCE

It was decided that some time should be provided during the conference so that representatives from the same region could meet together.

CONFERENCE CHAIRPERSON

It was suggested that Mr. Paskaralingham of Sri Lanka, who will be at the Bank next week, might be a good person to serve as chair.

LOCATION FOR CONFERENCE

An investigation of possible locations for the conference outside the Bank revealed that most large function rooms are already booked for the time period at the beginning of December. As a result, it was agreed that the conference should take place in the Bank.

DEADLINES

It was agreed that the invitation letters should be sent by the end of this month, and that those consultants doing theme papers should be contacted by the end of May.

Conference Committee members will come to the next meeting with a list of possible themes for the conference theme papers.

NEXT MEETING

The next meeting will be on May 10, 1985, 11 a.m., place to be announced.

Minutes of Urban Conference Committee Meeting

Date: March 25, 1985

Subject: Urban Conference: "Ten Year Anniversary Conference on World Bank Urban Assistance: Accomplishments, Issues, and Lessons for the Future"

Present: The Conference Committee: Messrs. Jaime Biderman, Jozsef Buky, Michael Cohen, John Courtney, Benedetto Di Zitti, Carl Heinz Mumme, Thakoor Persaud, Richard Podolske, Sven Sandstrom; Ms. Constance Paige

COMPOSITION OF CONFERENCE PARTICIPANTS

The Conference Committee agreed that each region should be able to invite to the conference more than the 2 "country people" originally envisioned.

The arguments made for this approach were the following: 1) that if only two country people from each region were invited, those who were not invited would feel slighted; 2) that the larger representation would give the conference a broader sweep of experiences to evaluate; and 3) that the **larger** representation would provide more of an opportunity for dialogue between regions and projects.

The decision was to invite 10 representatives from each region, but to select only 2 of them to give papers.

This means that the composition of participants at the conference will be 20 people from the Bank, about 60 people from the regions, 10 people from the bilaterals, and 10 outside observers, for a total of roughly 100.

SELECTION OF COUNTRY REPRESENTATIVES TO PRODUCE PAPERS

It was decided that the Conference Committee members by May 1 would write letters specifying which projects would be highlighted with papers and which country representatives would be invited. Ms. Paige would produce by April 5 a sample letter describing the purpose of the conference, its objectives, its financing, the roles of Mr. Clausen and Mr. McNamara, etc., and giving the dates, schedule, and an outline for the paper.

PAYMENT FOR THE COUNTRY PARTICIPANTS

The conference budget is to be about \$100,000, with about \$30,000 coming from WUD. The question was how the country representatives would be paid.

The argument was made that it would be difficult to pay some people and not others.

The decision was that the country people producing papers would get paid for their trip, with the fee described as payment for the paper. Other funds would be generated from projects as necessary to pay for costs of the other participants.

THEMES FOR THE CONFERENCE

The following were the themes suggested for the conference:

COST RECOVERY

- *The role of equity and the transfer of benefits
- *The extent to which the Bank supplies aid rather than loans
- *The difference between the Bank and the bilaterals

URBANIZATION

- *Recognition of the urban sector's role in the national economy
- *How do countries cope with urbanization? Do they perceive it clearly? Are they ready for it?
- *Developing an overall strategy to deal with urbanization

THE BANK'S ROLE

- *How the Bank influences urban practice and policy
- *Limited resources for preparation and supervision of Bank projects affecting program development
- *The Bank as catalyst with respect to other multilaterals
- *How the Bank can serve the countries better

These initial ideas were to be discussed further by divisions and more clearly defined on April 18.

PREPARATION FOR THE CONFERENCE

The suggestion was made that the committee review existing OED audits and PCR's as a way of determining some of the themes for the conference.

LOCATION

The suggestion was made that the conference be held at the American Institute of Architects. Mr. Courtney volunteered to explore the possibility. [A subsequent review of this option indicates it would not be suitable. Other options are now being explored.]

CONFERENCE CHAIRMAN

The suggestion was made that the following two individuals might be good candidates for the chairman of the conference: **Mr. John Mbogua**, Permanent Secretary, Ministry of Local Government of Kenya, and Mr. **Sivaramakrishnan**.

NEXT MEETING

The next meeting was scheduled for April 19th. [A request has been made that the meeting time be changed to April 18th. Members of the Conference Committee will be polled to determine the new date.]

OFFICE MEMORANDUM

DATE June 19, 1985

TO Mr. Michael Cohen, Chief, WUDSR

FROM C. Carr (EAPWU) and B. di Zitti (WAPUR)

EXTENSION 73646/74824

SUBJECT Urban Conference: Country Representation

1. In discussions with our colleagues in the Eastern and Western Africa Regions, while trying to determine those countries and specific representatives to be invited to the proposed Urban Conference, a number of issues emerged, summarized below:

- (a) The large number of countries in the two African regions (44) and our desire to use the urban conference as another vehicle for improving dialogue beyond those countries where we have active projects, means that we would like to invite more than the 10 countries per region originally agreed as a guideline. In West Africa, we would like to invite representatives from 14 countries out of 23 in the region, even though we have active projects in only 11. In East Africa, we would like to invite representatives from 16 countries of 21 in the region, although we have projects under implementation in only 11.
- (b) In a number of countries, for political and practical reasons, (e.g., diversity of interests and viewpoints), we have identified the need to invite more than one individual from each country (e.g., in the case of Kenya, Madagascar, Zimbabwe, Nigeria, Cameroon and Guinea).

2. In view of the above, even allowing for no-shows or non-responses, we can expect more than the twenty-odd representatives from the two African Regions. Provided the Urban Conference Subcommittee has no objection, we therefore propose to allow for about 30-35 representative from East and West Africa, as indicated in the attached Annex of likely country participants.

Attachments

cc: Messrs. Austin (WUD); Biderman, Podolske (AEPWU); Christie (EMPUR); Courtney (WUDWS); Harth, Sandstrom (ASPUW); Grimes, Racki (EAPWU); Mumme, Persaud (LCPUR); Paige (WUDSR) A. Pellegrini, G. Gattoni (WAPUR)

B.di Zitti/C.Carr:vbs

EASTERN AND SOUTHERN AFRICA - PROJECTS DEPARTMENTWATER SUPPLY AND URBAN DIVISIONPriority Listing of Invitations

<u>Country</u>	<u>Name</u>	<u>Organization</u>	
1. Kenya	J. P. Mbogua Makunda	Perm. Secretary, MLG [Program Coordinator, [PMU, MNAPP	2
2. Zimbabwe	Nzuwah J. Zamchiya	Perm. Secretary, MLG [Program Coordinator [2
3. Madagascar	V. Ramahatra M. Rajaobelina	Minister Publ. Works [Project Director [2
4. Ethiopia	Tesfaye Maru	Min. Urban Develop.	
5. Burundi	I. Nyaboya	Min. P. W. Energy and Mines	
6. Mauritius	Bheenick	Dir. Plan.	
7. Lesotho	Thabane	Perm. Secretary, Interior	
			Total: 10
8. Botswana	Malssi	Perm. Secretary, MLG	
9. Djibouti	I. Guedi	Cabinet Dir. Pres. D.	
10. Tanzania	Mghweno	Ass. Comm. Housing	
11. Malawi	O. Mtawali or G. Shaba	Chief Housing Officer, Office of President and Cabinet Gen. Mgr., MHC	
			Total: 4
12. Zaire		Chief, B.E.A.U	
13. Mozambique	Y. Forjaz	Perm. Secretary, State U.D.	
14. Sudan	?		
15. Rwanda	Nkusi	Housing Director Ministry of Public Works	
16. Uganda	A. Waligo	Ministry of Housing and Urban Development	
			Total: 5

Not included:

Comoros
Seychelles
Somalia
Zambia
Swaziland

WESTERN AFRICA PROJECTS DEPARTMENTURBAN DIVISIONUrban Conference Invitations

<u>Country</u>	<u>Name</u>	
Benin	H. E. Girigissou Gado	-Minister, Equip et de Transp.
Burkina Faso	Joseph Guiebo	-Director, Urbanisme et Topogr.
	or Ouedraogo Soulemane	-Advisor, Min. des Affaires - Territoriales et de la Secur.
Cameroon	Abdoulaye Babale	-Minister, Urbanisme et de - l'Habitat
	Elong Mbassi	-Director, ARAN (Project Unit)
Gambia (1 of 3)	Abdou A.B. N'Jie	-Sec.-Gen., Off. of the President
	Sol Ceesay	-Perm. Sec., MEPID -Perm Sec., MLGL
Ghana	Steve Akuffo	-Deputy PNDC Sec., Min. of Works & Housing
Guinea (2 of 3)	H.E. Kesfella Camara	-Minister, Amenagement et du - Territorie
	H.E. Sekou M. Camara Sadio Diallo	-Secretary -Dir.-Gen., Travaux Publics, - Min. de l'Amenagement et du - Territorie
Guinea Bissau	S.E. Manuel dos Santos	-Minister, do Equipamente Social
Ivory Coast (2 of 4)	S.E. Anage Basry Battesti	-Minister, Travaux Publics, - Constr., P&T
	Konadio Wilson	-Dir., Equip. Urb. et de l'Habitat
	Mambe Aka	-Dir.-Gen., SETU -Dir.-Gen., SOTRA
Liberia (1 of 3)	Hon. Edward Sackor	-Min., Internal Affairs
	John Tamba	-Dep.Min. for Urban Affairs
	Lt. Col. Savace	-Mayor, Monrovia
Mali	Abdouhramane Maiga	-Minister, Interieur
	Daniel Berthe	-Director, PUM
Mauritania	Tidjiane Diagana	-Tech. Adviser Min. de
	or Boubakar Messaoud	- l'Equip. et des Transports -Director, Urbanisme, MET.

Nigeria (2 of 4)	Alhaji Abdulahi D.A. Akoh Prof. Mabogunje E.O. Lufadeju	-Minister, Works and Housing -Perm. Sec., Works and Housing -Prof. & PAI Associates -Director, Urban Regional - Planning, Min. Works and - Housing
Senegal (2 of 3)	Usman Bloudin Diop Mamadou Diop Hamath Sall	-Sec.-Gen., OHLM -Mayor, Dakar -Director, PU, MP
Togo	Gomez Koffi or Ariana Yawo Atade	-Div. Chief, Infr. MPI -Adm. Civ-en-Chef, MPI

Total participants to be invited

20

Countries not invited

Benin	Equatorial Guinea
Cape Verde	Gabon
Central African Republic	Niger
Chad	Sao Tome and Principe
Congo	Sierra Leone