

**Minutes of the meeting**  
**ASIA REGIONAL TASK FORCE ON URBAN RISK REDUCTION**  
**14 February 2008, Bangkok**

**Participants**

UN/ISDR, ADPC, ADRC, EMI, NSET, UNEP, UNCRD, Kyoto University, China NDRCC

The second meeting of the Asia-Pacific Regional Taskforce on Urban Risk Reduction (RTF) was held with the following three purposes.

- 1) Election of the Chair and Vice-chair of the RTF
- 2) Identifying upcoming events to discuss which and how the RTF members will be involved.
- 3) Further discuss on activities identified in the last meeting and agree on specific activities for the RTF in 2008.

**Election of the Chair and Vice-chair**

Rajib Shaw and Etsuko Tsunozaki were unanimously elected as Chair and Vice-Chair of the Task Force.

**Discussion on the minutes of the last meeting**

It was reiterated that the Task Force is not an implementing body, but more a facilitator, coordinator and synergy developer. The Task Force promotes urban DRR in on-going key activities in Asia-Pacific and abroad.

It was proposed to change the title of the third category (Group-3) “Facilitation of Country/Regional Level Work” to “Promoting Synergies and Cooperation”.

Following additional organizations expressed their interest to be added as one of lead agencies to each Group: UNCRD (Group-1), IRP Secretariat and NSET (Group-2), UNEP (Group-3). It was agreed that lead agencies should take lead in developing concept of each group.

Group-1 Policy and Advocacy

ADRC, EMI, UNCRD

Group-2 Knowledge Management

ADPC, Kyoto Univ, IRP Secretariat, NSET, UNU

Group-3 Promoting synergies and cooperation

EMI, JICA, UNEP, UN-HABITAT

It was also suggested that this RTF membership should be expanded and agreed to invite CITYNET, ICLEI, ProVention, METROPOLIS, UCLG, UNDP Regional Center at Bangkok and other relevant organizations to be part of the RTF. A focal point in each of these organizations will be identified and followed up. It was suggested to share RTF’s concept note and meeting minutes with them, invite them in next meetings and in related activities (ISDR Hyogo Office will follow up in consultation with members).

## **Identification of upcoming events**

Among introduced meetings, ISDR-WB-EMI meeting in Philippines in May and UCLG meeting in Pataya, Thailand, on 14 July, and World Urban Forum on 13-17 October, in Nanjing, China are identified as important meetings for the RTF to be involved in. It was also suggested to have a common policy/message paper for the RTF so that individual members can attend other meetings to deliver the common message.

The meeting was informed that there is a proposal to organize a session on urban risk reduction during the Asian Ministerial Conference in Malaysia. If Malaysian Government approves it, the RTF can take a lead to organize that session (prepare background documents with relevant information, presentations, identifying speakers etc). There is also an option for having a pre-event/side event on the occasion of the above Ministerial Conference.

The World Bank is preparing "A practitioners handbook for reducing vulnerability to climate change impacts and related natural disasters in East Asia". It is a GFDRR Track-I project and initiated by Bank's climate group in collaboration with ISDR secretariat. The draft handbook will be ready by end of March (be shared in the ISDR-WB-EMI meeting in Philippines) and will be launched on 14 July 2008 during the pre-event of UCLG meeting in Pataya, Thailand.

The deadline for registering to World Urban Forum of UN-Habitat was 15 Feb and RTF should register in this event (later it was found that the on-line registration has not been opened yet, although the deadline was announcement as 15 Feb)

## **Identified relevant initiatives to link the work of the RTF**

The World Bank is preparing a "Global Hotspot Study for Urban Areas" which is presently under review and will be published sometime in the near future. It was also mentioned that World Bank's GFDRR and WB Climate Group have their own priority countries. The RTF may offer to the WB to review the output of this document.

ISDR already developed a note on environmental aspects in disaster management which is now being discussed in the UNEP governing council meeting. In this context, UNEP mentioned that they committed to operationalize two projects in 2008-09 on cities and climate change to which the RTF could contribute.

ISDR and the South Korean Government are jointly considering the possibility of opening an urban risk reduction training center in South Korea. Presently ISDR is discussing with the South Korean Government a 'feasibility study' may take place at around May 2008. Members of the TF may participate in the feasibility study.

## **Specific activities for the RTF in 2008**

RTF needs to develop ToRs and a specific workplan on what is intended to be carried out by December 2008. This includes developing a policy paper and common message, and developing a flyer of the RTF. .

It was pointed out that the link between the RTF and the ISDR Thematic Platform on Urban Risk Reduction is not clear and the linkages with other regional platforms on URR (Latin America, Africa) have not been established. It is important for the RTF to play a coordinating role in making sure that duplication is avoided, information is shared and efforts are used efficiently.

Regarding a proposed development of 'Local Words into Action', considering financial implication and substantial amount of work, feasibility would be explored in the course of development of ToRs and workplan of the RTF.

RTF's contribution to the Thematic Report on Urban DRR for the Global Assessment Report was discussed. It was recommended that RTF should prepare Regional Thematic Report on URR that would be incorporated to the Global Assessment Report. There was an initial global thematic report on URR prepared by EMI for the 1<sup>st</sup> Global Platform for DRR in June 2007 and which was shared with the TF members. This document could provide a basis but will need to be updated.<sup>1</sup>

It was agreed that the RTF would conduct a regional mapping of URR initiatives. With funding support from the GFDRR, a draft Baseline Status Report on DRR in Asia and the Pacific has been prepared by ADPC, ADRC, and ISDR. This may provide some basis for mapping of URR activities in the region. It was also pointed out that it is important to include past work and initiatives on URR in the mapping exercise. It was agreed to work on current initiatives as immediate exercise, then past and planned initiatives would be incorporated in future exercise. The mapping methodology and format discussed in the IAP meeting may also be followed for mapping of URR in the region, which needs to be completed by Aug-Sept 2008. It was reminded that an initial mapping was presented during the first meeting of the Task Force.

In order to identify financial and human resource requirements, it was agreed that the Chair, Vice-chair, and the ISDR Hyogo Office would develop a draft workplan with these requirements next week and would further elaborate the details. The plan would identify necessary logistics support along with budgetary requirements for each of the activity (travels, organizing meetings or seminars, identifying number of contracts to be issued and to whom, printing requirements, etc.)

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<sup>1</sup> After the meeting, ISDR Geneva (Global Assessment Report Team) clarified that this initial report prepared for the 1<sup>st</sup> session of the Global Platform would be the basis for the Thematic Report on URR by updating the information and by capturing some missing items such as URR and climate change adaptation.

Following activities were recommended and agreed to be taken up in immediate future as:

1	Preparing a ToR for the RTF, and a policy paper including common message, and developing a flyer containing key messages.	Chair, Vice-chair, ISDR Secretariat Hyogo Office
2	Developing a workplan with budget requirement (what is to be done by December 2008) – this will include ToRs for each activities (i) flyer, (ii). local words into action, (iii) regional mapping, (iv) regional thematic reporting, and secretariat logistical support etc.	Chair, Vice-chair, ISDR Secretariat Hyogo Office

**Suggestion:** All email correspondence by RTF members in future may contain [URR] in the subject line for easy identification.