

**World  
Cities  
Day** October 31  
BETTER CITY, BETTER LIFE

**EVALUATION OF WORLD CITIES DAY  
FINAL REPORT  
23 OCTOBER 2018**

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Author: Martha McGuire

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Zhao Wenhua

**Coordination Office WCD:**

Cheng Jian

## LIST OF ACRONYMS

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AOC	Advocacy, Outreach and Communications Branch (UN-Habitat)
GA	General Assembly
MoHURD	Ministry of Housing and Urban Rural Development (People’s Republic of China)
MOU	Memorandum of Understanding
NUA	New Urban Agenda
SDG	Sustainable Development Goal
UN	United Nations
UN-Habitat	United Nations Human Settlements Programme
WCD	World Cities Day

## EXECUTIVE SUMMARY

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This evaluation of World Cities Day (WCD) is mandated by Member States through paragraph 24 of the General Assembly resolution 68/239, and was to have been submitted as part of the UN Secretary-General's report to the 71st Session of the United Nations (UN) General Assembly (GA). The evaluation was postponed in order to identify new ways of implementing the WCD in the context of the New Urban Agenda and the 2030 Agenda for Sustainable Development.

Objectives of the evaluation are:

- (i) Assess the performance of WCD in terms of strategic relevance; nature of external context; shared responsibilities; efficiency and effectiveness (which comprises assessments of the delivery of activities/outputs and achievement of outcomes); likelihood of impact; and sustainability.
- (ii) Assess the working arrangements, resources, planning and how these may be impacting on effectiveness of the WCD in raising awareness on urbanization trends and challenges.
- (iii) Assess appropriateness of coordination of outreach activities to mobilize governments and other stakeholders for WCD as a key platform to make contributions to global efforts in building sustainable cities.
- (iv) Identify lessons and propose forward-looking recommendations to improve performance of WCD

### *Achieving WCD's objectives*

WCD has attracted the international community's attention to urbanization as a central issue for development, particularly as evidenced by the increasing number of cities and countries participating in WCD. Many of the events related to WCD are intended to encourage sharing of information related to addressing challenges towards sustainable urban developments. In particular, the Shanghai Manual provides examples of how cities around the world have addressed issues directly related to SDG 11 and its agenda for sustainable development.

While it is too early to determine the impact of WCD, there is anecdotal information about the ability of WCD events bringing together a range of stakeholders who then collaborate on projects to improve the health and resilience of cities. A framework for collecting monitoring data related to impact needs to be developed to determine the contribution WCD makes toward the implementation of the New Urban Agenda and of SDG goal 11.

### *Relevance*

Although the WCD was created prior to the adoption of the SDGs and the adoption of the New Urban Agenda, it is a vehicle that can support implementation of both and where UN-Habitat is the focal point for the New Urban Agenda in the UN system. With the World Habitat Day at the beginning of October and WCD at the end, this provides the opportunity for an entire month that focuses on healthy, resilient, sustainable cities.

### *Efficiency*

The implementation of WCD has had its challenges with UN-Habitat falling short on fulfilling its commitments as outlined in the two Memoranda of Understanding (MOU) particularly in the areas of planning for Urban October, facilitating linkages to other UN-Habitat units, other UN agencies, and other international organizations and supporting the continuation of the Shanghai Manual. Since June, 2018 UN-Habitat has been making a concerted effort to renew its relationship with the Coordinating Office and is discussing the contents of a new MOU with the Chinese Ministry of Housing and Urban Rural Development (MoHURD) and Shanghai.

### *Potential for impact*

There is tremendous potential for impact with WCD as the climax to Urban October which begins with World Habitat Day. Although it will be difficult to determine the impact on implementation of SDG 11 and contribution to implementation and reporting on New Urban Agenda, it is possible to monitor the extent to which WCD is achieving its objectives.

### *Sustainability*

The structure of the Coordination Office and the commitment of the MoHURD and City of Shanghai within China contributes to the sustainability of WCD. This is reinforced by a UN General Assembly decision to designate the 31 October of every year as WCD, establishing it as a permanent event in the UN calendar that is celebrated globally and linked to World Habitat Day (established in 1985 by the UN General Assembly resolution 40/202) and the Urban October. This also requires developing new MOU between UN-Habitat and MoHURD and Shanghai that defines long-term operational mechanisms for WCD, an effort that is currently underway.

## **RECOMMENDATIONS**

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UN-Habitat needs to set out a plan to implement the following recommendations:

1. WCD should be a permanent event that is collaboratively implemented by UN-Habitat and MoHURD and the Shanghai Coordination Office.
2. A new MOU between UN-Habitat and MoHURD and the Shanghai Municipal People's Government that outlines long-term operational mechanisms for WCD. This should include negotiation of a different financing arrangement and a revision of the commitments of each of the parties.
3. UN-Habitat continue to have responsibility for meeting the commitments outlined in the MOU. This should be carried out by the External Relations Division playing a stronger facilitation role in connecting the Shanghai Coordination Office with other units within UN-Habitat, other UN agencies and municipalities and other stakeholders involved in developing WCD events.
4. UN-Habitat provide increased support through the Best Practice Unit for publishing and distributing the Shanghai manual. This could include assistance with gathering and selecting



best practice examples, connecting with international experts for peer review and assistance with promotion and disseminating the manual.

5. UN-Habitat work with MoHURD and the Shanghai Coordination Office to develop a monitoring framework with indicators linked to SDG 11. This could be done through a results-based management accountability framework that provides for annual reporting and periodic evaluation. The framework should be simple with a few indicators relating specifically to WCD's objectives.

# 1. INTRODUCTION

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## 1.1 WORLD CITIES DAY

The World Cities Day is a legacy of Expo 2010 in Shanghai. Subsequently, in December 2013, the GA through its resolution 68/239 designated 31 October, beginning in 2014, as World Cities Day and invited States, the United Nations system, in particular UN-Habitat, relevant international organizations, civil society and all other relevant stakeholders to observe and raise awareness of the Day, and stressed that the costs of all activities that may arise from observing the Day should be met from voluntary contributions.

The GA, through the same resolution, paragraph 24, further requested the Secretary-General to submit to the General Assembly at its sixty-ninth session a report on the implementation of the present resolution, including an update on progress made in the preparations for the United Nations conference on housing and sustainable urban development (Habitat III), and to include in his report to the Assembly at its seventy-first session an evaluation of WCD, mindful of the provisions of the annex to Economic and Social Council resolution 1980/67. Each year the number of participants has increased:

- The general theme of World Cities Day is ‘Better City, Better life’. The first World Cities celebration in 2014 was hosted by Shanghai China with the theme ‘Leading urban transformations’. Parallel celebrations were held in Canada, Germany, the Holy See, Iran, Italy, Kenya, Kuwait, Philippines, Russia, Spain, the United States, and the United Kingdom in addition to a number of global events.
- The second World Cities Day in 2015 was hosted in Milan Italy with the theme of ‘Designed to live together’. Parallel celebrations occurred in Angola, Argentina, Bangladesh, Belgium, Botswana, Brazil, Canada, Cape Verde, Chile, China, Ecuador, Germany, Greece, Guatemala, India, Indonesia, Iran, Italy, Japan, Kenya, Liberia, Morocco, Nepal, Nigeria, Panama, Philippines, Rwanda, Senegal, Sierra Leone, Spain, Sri Lanka, St. Vincent and the Grenadines, Switzerland, Uganda, United Arab Emirates, United Republic of Tanzania, United States and Zambia.
- The third World Cities Day in 2016 was hosted by Quito, Ecuador with a theme of ‘Inclusive Cities, Shared Development’. New countries joining in included Australia, Albania, Armenia, Bahrain, Cambodia, Cameroon, Chad, Colombia, Costa Rica, Fiji, France, Ireland, Macedonia, Malawi, Malaysia, Mexico, Myanmar, Pakistan, Papua New Guinea, South Africa, Sweden, Thailand, the Netherlands and Zimbabwe.
- The fourth World Cities Day was hosted by Guangzhou China in 2017 with a theme of ‘Innovative Governance, Open Cities’. New participants included Cabo Verde, Ethiopia, Ghana, Lebanon, Madagascar, Mauritius, Mozambique, Niger, Norway, Slovenia, Sudan and Togo.

WCD is the first international day proposed by the Chinese government in the United Nations. Originating from the legacy of the Expo 2010 Shanghai China, WCD adopted the same general theme as the 2010 Expo – *Better City, Better Life*. Each year a different sub-theme and a location for its global observance is selected, to either promote successes of urbanization, or address specific challenges resulting from urbanization.

## **1.2 THEORY OF CHANGE**

World Cities Day is intended to attract the international community’s attention to urbanization as a central issue for development and to encourage cooperation among countries in meeting opportunities and addressing challenges towards sustainable urban development. It is meant to open up conversations on urban issues and through sharing of ideas and experiences, come up with solutions to those issues. Figure 1 depicts the World Cities Day theory of change. It has been modified slightly since the inception report to reflect the improved understanding of the WCD initiative.

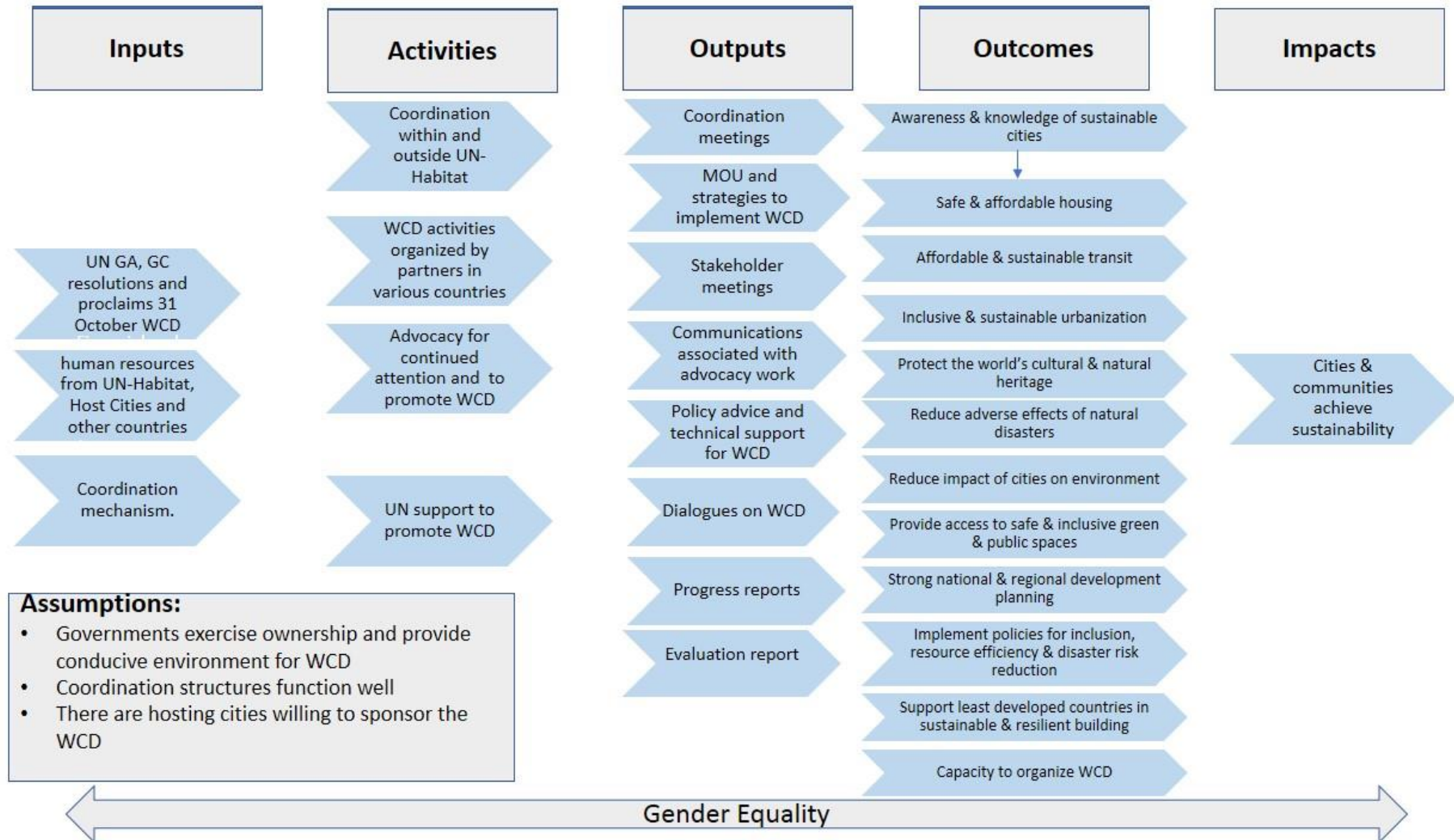
## **1.3 PURPOSE OF EVALUATION**

The overall purpose of this evaluation, as set out in the terms of reference in Annex A, is to inform key audiences: the GA, funders of WCD and UN-Habitat management in their decision-making processes concerning the way forward in promoting effective WCD. It is intended to: (i) provide evidence on where WCD is effective in achieving its objectives and meeting its accountability requirement, and (ii) promote WCD delivery improvement, learning and knowledge sharing on urbanization trends, challenges and visions for sustainable urban development.

Objectives of the evaluation are:

- (v) Assess the performance of WCD in terms of strategic relevance; nature of external context; shared responsibilities; efficiency and effectiveness (which comprises assessments of the delivery of activities/outputs and achievement of outcomes); likelihood of impact; and sustainability.
- (vi) Assess the working arrangements, resources, planning and how these may be impacting on effectiveness of the WCD in raising awareness on urbanization trends and challenges.
- (vii) Assess appropriateness of coordination of outreach activities to mobilize governments and other stakeholders for WCD as a key platform to make contributions to global efforts in building sustainable cities.
- (viii) Identify lessons and propose forward-looking recommendations to improve performance of WCD.

Figure 1: World Cities Day Theory of Change



## 1.4 EVALUATION QUESTIONS

1. To what extent is WCD achieving its objectives?
2. What has been achieved?
3. What entities are responsible for coordination at global, regional and national levels?
4. Is WCD stakeholder collaboration appropriate?
5. What are most critical gaps in respect to delivery of WCD?

The proposed evaluation questions have been supplemented with sub-questions along relevance, efficiency, effectiveness, impact outlook and sustainability in the data collection matrix in Annex B.

## 1.5 EVALUATION METHODOLOGY

The evaluation methodology is based on the terms of reference attached in Annex A.

### **Data collection methods**

**Document review** - 24 documents were reviewed as listed in Annex C.

**Key Informant interviews** – 26 interviews were conducted as listed in Annex C using the interview guides attached in Annexes D, E, and F.

**Field Visits** were conducted to Beijing (meetings with the Ministry of Housing and Urban Rural Development, representatives from Guangzhou and partner organizations), Shanghai (meeting at the Coordination Centre World Cities Day) and to Nairobi to conduct interviews with UN-Habitat staff and present the evaluation findings.

### **Analysis and Interpretation of data**

All of the data available is qualitative so content analysis was used to pull out themes related to the evaluation questions. The interpretation of the findings was assisted through a facilitated session with the UN-Habitat Senior Managers.

## 1.6 STRENGTHS AND LIMITATIONS

The strengths of this evaluation are the use of multiple lines of inquiry, use of mixed methods, and the collection of data face-to-face where possible. There is substantial existing data that the evaluation has used. The primary limitation was the short timeframe within which it was being conducted, which precludes field visits to each of the participating cities. This did not allow time for a survey which could have gathered data from a broader range of WCD participants. Although

the Evaluation Unit had originally planned to conduct it 2016, however, it was postponed by UN-Habitat senior management until July 2018.

## 2. FINDINGS

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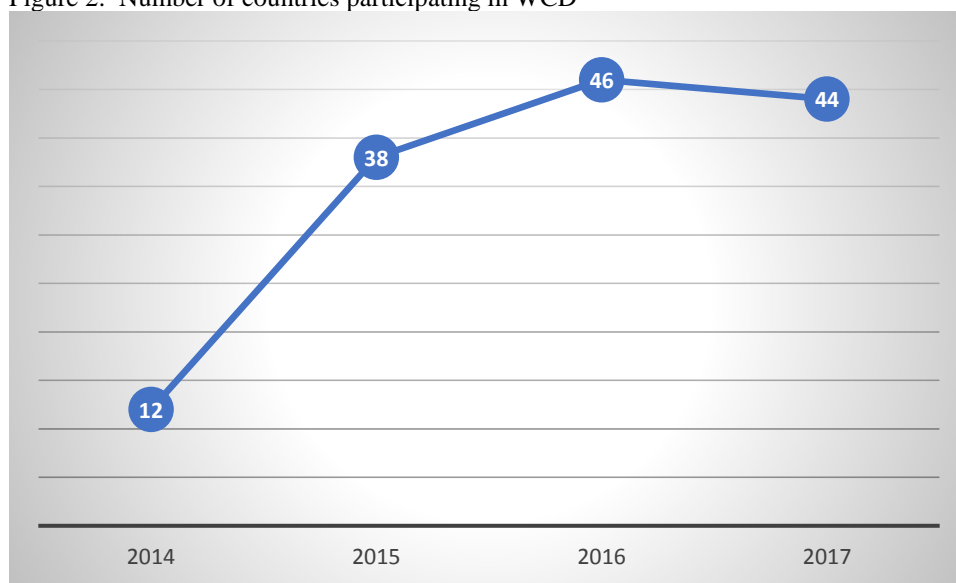
### 2.1 ACHIEVING WCD OBJECTIVES

Following are the key WCD objectives with discussion on the extent to which each has been achieved.

#### ***Objective 1: Raise awareness on urbanization, trends, challenges and visions for sustainable urban development***

Since its inception in 2014, WCD had gathered increasing attention of countries around the globe. As shown in Figure 2, the number of participating countries has increased from 12 in 2014 to over 40 in 2017.

Figure 2: Number of countries participating in WCD



Source: World Cities Day Reports 2014 – 2017

The number of countries has more than tripled over the four years. The number of cities participating has increased from 38 to over 100, almost tripling. The growth in participation came from countries in Africa, South America, Central America and the Caribbean, Asia and Europe.

The slight decrease between 2016 and 2017 is not significant and could merely mean that Milan, Italy is easier to reach than Guangzhou, China. The slight decrease in 2017 could also be a reflection of decreased UN-Habitat involvement. The primary UN-Habitat liaison person left the

position in 2017 and has only been recently replaced. The WCD 2018 host city is Liverpool, England this year.

Some interviewees from participating cities indicated that posting information about their event on the UN-Habitat website increased the credibility of the event.

***Objective 2: To encourage cooperation among countries in meeting opportunities and addressing challenges towards sustainable urban development***

The events planned for WCD are intended to encourage cooperation among countries in order to address sustainable urban development issues. Some events achieve that goal. For example in 2015, 2016 and 2017 Shanghai organized the Urban Architectural Expo which has been attended by planners and architects from around the world to discuss challenges and share ideas on how the challenge.

UN-Habitat has also played a role with cooperative efforts, for example:

- In 2014, in conjunction with UN-Habitat, *The Guardian* newspaper put 36 contestants from 36 countries in the “hot seat” to share their city’s best idea and why other cities should adopt it.”
- In 2015, Smart Cities Initiative for North Africa convened the International Summit for Smart Cities in North Africa to help them integrate smart initiatives.
- Also in 2015, Arcadis organized the Urban Solutions’ challenge in 13 cities across the world. “People from all areas of business shared ideas, expertise and urban solutions for future cities.”

In 2016, China, “in collaboration with UN-Habitat and the Fujian Provincial Government focused on China’s cooperation with countries along or related to the Silk Road Economic Belt and the 21<sup>st</sup> Century Maritime Silk Road in the field of urban development”. In addition, UN-Habitat, the City of Quito and the Shanghai Municipal People’s Government “offered an opportunity for both local and international stakeholders to discuss instruments to effectively put into action the New Urban Agenda.”

***Objective 3: To improve people’s living environment and quality***

It is too soon to determine the extent to which WCD has improved people’s living environments. Because there are so many initiatives aimed at implementing SDG11 and the New Urban Agenda, it is difficult to point to WCD and its accompanying activities as contributing to any improvements.

However, it is possible to get reports from individual cities report on results to which WCD has contributed. For example, the Port Luis Development Initiative in Mauritius launched their NGO on 2017 WCD. As a result of bringing together a range of stakeholders including public and private sector, the need to develop a regeneration plan became apparent. The Port Luis Development Initiative developed such a plan, which was adopted by the Government of Mauritius

in July 2018. They are developing projects that can encourage private sector investment in the renewal of Port Luis. It is too early to determine the extent to which this will help to improve people's living environments.

### **Key Achievements**

The key achievements include the following:

- The number of participating countries has steadily increased across the globe.
- Local citizen engagement has been promoted through the local events and through social media vehicles.
- Participation and awareness of students from grade school to professional schools of City Planning and Architecture has been enhanced.
- Public spaces in many locales have been enhanced with murals and photographic exhibits, some of which are temporary, others more enduring.
- Innovative ideas have been shared to encourage new ideas for future planning.

The *Shanghai Manual*, an offshoot of WCD is a significant achievement. Although there is a strong focus on China, it provides examples of good practices from cities in all parts of the world. The Coordination Office has suggested a number of ways in which it could be improved: 1) ensure an international panel of peer reviewers; 2) broader outreach to obtain more stories of good practice; and 3) a broader global distribution. They are looking to UN-Habitat to provide greater support than has been given in the past. The Best Practices Unit has indicated that they only became aware of this manual in February, 2018 and are very interested in exploring ways in which they can work with the Coordinating Office to help produce a globally recognized document on best practices. This could also include working with them on the selection of the best practice examples.

## **2.2 RELEVANCE**

The goals of WCD are linked to Sustainable Development Goal 11 with some evidence that it is relevant to the participating cities.

### **To SDG 11 and UN-Habitat Strategic Goals**

UN Habitat's strategic directions are tied directly to Sustainable Development Goal 11: *Make cities inclusive, safe, resilient and sustainable*. The key targets of Goal 11 include achieving by 2030 relate to housing, transportation, inclusion, cultural heritage, addressing disasters, environment, green spaces, and the economy. This is to be accomplished integrated planning and policy development, with attention to gender equality and supporting least developed countries.

The seven focus areas of the UN-Habitat Strategic Plan 2014-2019 are:

- i. urban legislation, land and governance
- ii. urban planning and design
- iii. urban economy
- iv. urban basic services;
- v. housing and slum upgrading;



- vi. risk reduction and rehabilitation;
- vii. research and capacity development.

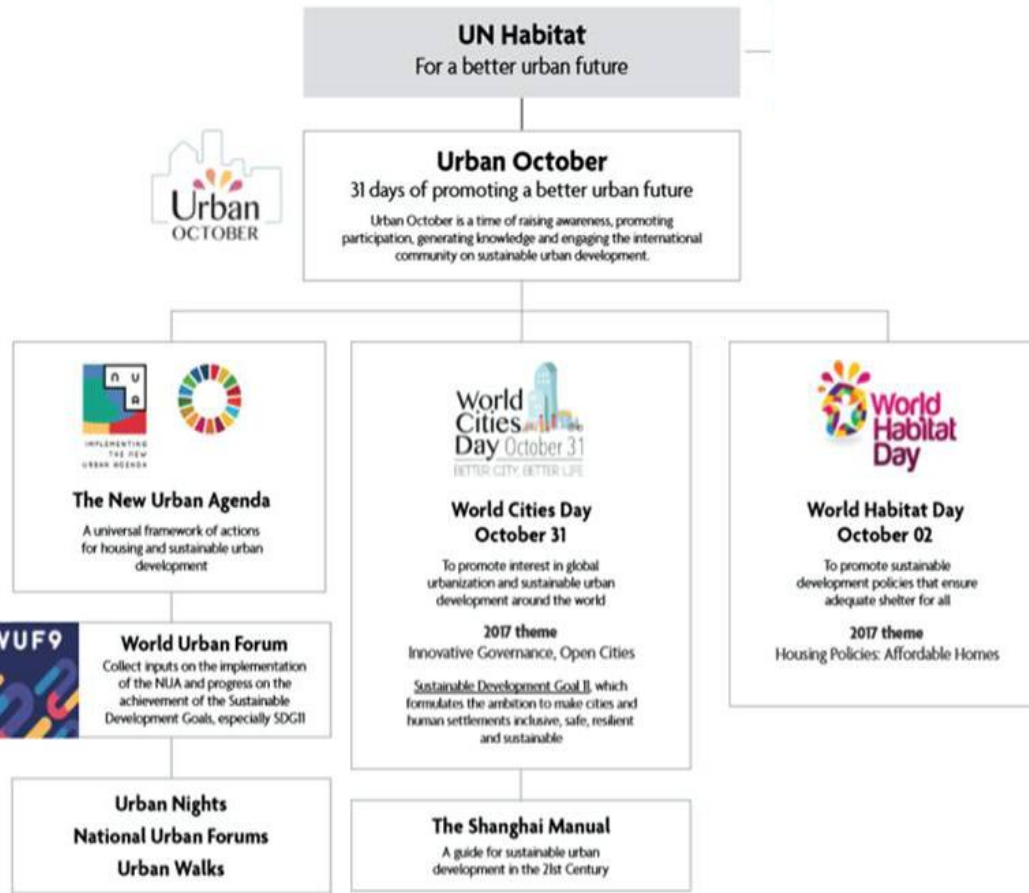
The strategy also includes cross cutting issues of gender equality, youth issues; climate change and human rights.

While WCD discussions and presentations summarized in the introductions to each annual report, have included discussions and activities related to all the issues highlighted in the Strategic Plan, the focus of local and international events related to WCD touch on the different issues, but concentrate on a few. The events/initiatives tend to be celebratory rather than policy or results focused and provide opportunities to showcase positive urban living through art, music, sport and discussions.

It is linked to other UN-Habitat activities intended to support SDG 11. In October every year, the UN-Habitat celebrates the “Urban October”, urging global cities to hold city-themed activities. The World Habitat Day falls on the first Monday of October of every year, as the beginning of the “Urban October”, which is ending with the official celebrations of World Cities Day on 31 October 31.

Figure 3 shows the inter-relationship between UN-Habitat and the Coordination Office in Shanghai and the activities of the two organizations. There is also an important relationship with MoHURD which is not depicted here.

Figure 3: Linkage between UN-Habitat and Shanghai Coordination Office of WCD



Source: WCD Presentation to Evaluator September 20, 2018

### To Participating Cities

There is limited information on the relevance to participating cities. The steady increase in the number of participating cities indicates that the participating cities do consider WCD to be relevant. However, it is not clear, based on some of the activities, whether they see the full potential for WCD as a vehicle to support broader planning and policy goals. Local WCD events provide opportunities to emphasize the role of local citizens as well as experts and government officials in creating healthy, sustainable, equitable urban environments. In keeping with this emphasis, the initiatives included in the WCD reports tend to focus primarily on:

**Urban planning and design** are highlighted mainly through an emphasis on public spaces and the role that private citizens can play in promoting healthy spaces. One example comes from Hong Kong in 2016, which hosted its 17th Annual Conference on Walking and Liveable Communities to demonstrate how pedestrian-first environments promote economic growth, social inclusion and health and well-being.

**Art** is frequently used to promote public engagement and positive urban life. For example, Japan in 2015 sponsored a children’s drawing competition on the theme “designed to live together”. Cape Verde in 2016 reported on painting artistic facades. Ireland in 2016 in Cork held a photo exhibit to showcase how well-designed public spaces have a positive impact on people in the city.

**Smart Cities** are promoted within the theme of innovative urban design. In the 2014 report, the CEO of intechology/WIFI is quoted as saying “WCD is an excellent means of raising awareness for how cities throughout the world can be transformed to improve the lives of their inhabitants”. One example of a related initiative comes from Germany in the 2016 WCD report. They held the first conference on Smart City Regional Governance for Sustainability.

**Transportation** options also look outside the box. For example, in 2014, Future London published an article ‘Urban rivers are the lifeblood of the city’. Brazil in 2016 held an International Parking Conference to introduce innovative new parking products and give examples of how parking can better integrate with existing modes of transportation.

**Housing**, particularly affordable and environmentally supportive housing is a major issue as reported in local/national and international reports. WCD provides a forum for showcasing local Habitat successes e.g. the report from Malaysia in 2016. WCD can also provide an opportunity to share information about affordable housing approach innovations. For example, in 2015, Senegal held a major exhibition on success stories of housing co-operatives. Slum upgrading is also a focus. For example, in 2015 Liberia organized a radio talk show with academics on the topic and held a soccer game between two slum communities.

**Youth** issues are included mainly by engaging students from Grade school to University in discussions to share their hopes and dreams for their cities (e.g. Children’s assemblies in Brazil, Indian and Lebanon in 2014), or to participate in art and essay competitions (e.g. Botswana, India, Sri Lanka, 2015). Students in a Toronto Canada school in 2017 commented on “What Home means to them”

## 2.3 EFFICIENCY

The operations within China appear to be highly efficient and well-coordinated. However, the Coordination Office for WCD in Shanghai could benefit from UN-Habitat being more responsive, something that UN-Habitat understands and since June 2018 has been making significant changes, such as increased collaboration within UN-Habitat, in order to bring about improvements and to fulfil its commitments.

### World Cities Structure

The relationship between UN-Habitat and MoHURD and Shanghai’s Municipal People’s Government is defined in two memoranda of understanding (MOU) one for 2014 and one for 2015-2016. The two documents are quite similar with the 2014 MOU referring to Millennial Development Goals rather than SDGs.

UN-Habitat's responsibilities, as outlined in the MOU are:

- a) Work towards implementation of the WCD
- b) Undertake communication and awareness-raising activities
- c) Report on the funds provided by Shanghai
- d) Plan for Urban October
- e) Publish and release information on WCD at international conferences, summits and forums
- f) Invite UN officials and internationally recognized experts to the WCD as well as arrange for the Secretary General to video-tape a message
- g) Promote WCD around the globe
- h) Support the filming of a WCD advertising video
- i) Support the continuation of the Shanghai manual

The Shanghai's Municipal People's Government's responsibilities for 2014 are:

- a) Provide US\$375,000 for 2014
- b) Provide premises for WCD and related activities
- c) Ensure stable WIFI, reliable public transportation, and medical facilities
- d) Provide local staff to plan and implement the event

For 2015 – 2016:

- a) Provide US\$625,000 for 2015 – 2016 (paid in two installments of \$312,500 each)
- b) Support the organization and implementation of WCD
- c) Implement the activities and services through the use of professional staff

Both parties are expected to maintain close consultation to monitor and review the progress of the activities and to share relevant information in order monitor progress. Shanghai through the Coordination Office has upheld its commitments. The UN-Habitat has upheld some of its commitments but could have done better if it had played a stronger facilitating role connecting the Coordination Office with other resources within UN-Habitat and linkages to other UN agencies.

In accordance the MOUs, the Shanghai Coordination Center of World Cities Day (Center) was formally established in August 2013 is maintained with 10 staff, as part of the Shanghai Housing and Urban-Rural Construction and Management Committee. Under the guidance of the Shanghai Municipal People's Government and the MoHURD, the Center collaborates with UN-Habitat, the BIE and other international organizations. Its main responsibilities are:

1. Plan the activities of the WCD, including celebrations, forums, exhibitions and publicity at home and abroad.
2. Organize related theoretical research and training, work on the *Shanghai Manual*.
3. Explore cooperation models with the UN-Habitat and relevant international organizations in strengthening urban management and promoting sustainable development.

Tables 1 and 2 indicate the extent to which each of the parties have fulfilled their commitments. The Shanghai Coordinating Office has fulfilled all of its commitments and carried out some that were the responsibility of UN-Habitat. UN-Habitat has partially fulfilled its commitments.

Table 1: Extent to which UN-Habitat fulfilled its commitments set out in MOUs

Commitment	Fulfilled	Partially fulfilled	Not fulfilled
Work towards implementation of the WCD	✓		
Undertake communication and awareness-raising activities*		✓	
Report on the funds provided by Shanghai*		✓	
Plan for Urban October*		✓	
Publish and release information on WCD at international conferences, summits and forums*		✓	
Invite UN officials and internationally recognized experts to the WCD as well as arrange for the Secretary General to videotape a message	✓		
Promote WCD around the globe*		✓	
Support the filming of a WCD advertising video	✓		
Support the continuation of the Shanghai manual*			✓

\*UN-Habitat prepared a financial report on October 2, 2018, attached in Annex G indicating that \$174, 209.21 is still available in the budget. A memo from the former Coordinator dated 9 June 2018 indicates that taking into account the cost of AOC staff the amount available to the WCD project is \$35,149.19.

Table 2: Extent to which MoHURD and Shanghai Coordinating Office fulfilled their commitments as set out in the MOUs

Responsibility	Fulfilled	Partially fulfilled	Not fulfilled
<b>2014</b>			
Provide US\$375,000 for 2014	✓		
Provide premises for WCD and related activities	✓		
Ensure stable WIFI, reliable public transportation, and medical facilities	✓		

Responsibility	Fulfilled	Partially fulfilled	Not fulfilled
Provide local staff to plan and implement the event	✓		
<b>2015 -2018</b>			
Provide US\$625,000 for 2015 – 2016	✓		
Support the organization and implementation of WCD	✓		
Implement the activities and services through the use of professional staff	✓		

Because the initial MOU was drawn up at a time when WCD was new and just developing, it no longer reflects the current situation of a more mature initiative. The 2015 – 2016 MOU reflected some of the changes. A 2017 -2018 MOU has not been developed. On May 30, 2018 a letter was sent to the Director of External Relations outlining the willingness of Guangzhou to contribute US\$300,000 for 2017 WCD. The External Relations Division is currently working collaboratively with the Shanghai Coordinating Office and the Liverpool municipal government to plan for 2018 WCD. It met with MoHURD and the Shanghai Coordinating Office in August to work out the details of a new MOU. Some of the elements discussed include:

- Stronger collaboration among UN-Habitat, MoHURD and the Coordinating Office
- Jointly calling for expression of interest for global hosting of WCD
- The responsibilities of the hosting city
- The need for completion of this evaluation of WCD
- UN-Habitat reform and funding
- An implementation facility for sustainable urban development

Based on these discussions, the External Relations Division has drafted a concept note on WCD which outlines the increased collaboration that will be the foundation of future relations between UN-Habitat and MoHURD and the Shanghai Collaboration Office.

### Delivery Gaps

There have been substantial changes since the initial MOU was signed, with both Shanghai and UN-Habitat:

- Shanghai continues to support the Coordination Office but is no longer providing funding for the WCD activities to UN-Habitat. With support from UN-Habitat the Coordination Office has continued to organize WCD with the host city and within China and to produce the Shanghai Manual
- The staffing at UN-Habitat has changed with the original liaison person leaving in early June 2018. She has since been replaced in the External Relations Division in UN-Habitat as of June 2018. There is now increased contact and stronger commitment to work with

the Coordination Office in an effort to renew the relationship in a more collaborative manner. UN-Habitat External Relations Division sees its role as providing coordination so that the Coordination Office has appropriate connections within UN-Habitat and other UN agencies. For example, the Best Practices Unit will be meeting with the Coordination Office to discuss ways in which they can collaborate in producing and distributing the Shanghai Manual.

The Shanghai Coordination Office indicates that they would like a new MOU that recognizes that Shanghai will no longer be the only one providing funding to UN-Habitat and defines a new relationship. They would like UN-Habitat to:

- Play a leading role in WCD, providing a framework for the bidding process for the selection of a leading city each year.
- Provide two staff to work with the Coordinating Office. The cost would be covered by the Chinese government.
- Play a stronger role with the Shanghai Manual by assisting with the recruitment of international experts as peer reviewers, assisting with the collection of examples of best practices, and assisting with the distribution of the manual to an international audience
- Recognize the important role played by the Coordination Center.

Although the MoHURD and Coordinating Center has continued to ensure that WCD occurs annually and both UN-Habitat and the Center are involved in the planning, there is a need to more formally define the roles of each and create a renewed collaborative relationship.

## **2.4 LIKELIHOOD OF IMPACT**

The intended impact of WCD is to support the achievement of SDG 11 and to enhance knowledge on achieving sustainable cities. It is one of many activities, programmes and events intended to work towards this goal. At this point there is no framework established to monitor progress towards impact. The Coordination Office provides reports that outline the various activities that occur in relation to WCD which are descriptive but cannot indicate impact given how soon after the WCD the report is prepared.

Port Luis Development Initiative in Mauritius is one example of how WCD helped a community take a significant step towards regeneration. This NGO launched on 2017 WCD. The attendees of the launch identified the need for a regeneration plan. The Port Luis Development Initiative, in consultation with key stakeholders, developed such a plan which was adopted by the Mauritius government in July 2018. Plans for implementation projects are now underway.

Within China, monitoring data is collected on improvements in key areas including economic development, infrastructure, environment, culture and social services. Because WCD is celebrated for one day each year, it is difficult to measure the contribution it makes to SDG 11 targets and indicators. The establishment of a monitoring and evaluation framework would support the Coordination Office in reporting on progress of participating cities towards the targets. A simple framework that focuses on WCD's three objectives. Some of the relevant indicators might include:

- Number of participating cities

- Number of participating countries
- The number of events that focus on international collaboration and sharing of knowledge
- The number of events that bring together stakeholder in local communities to work on specific projects related to the key areas set out in SDG 11

The Shanghai Coordination Office already collects data on the number of participating cities and countries. It also collects information on the types of events that occur. The annual reports, in addition to providing narrative regarding the various events, provides the opportunity for reporting on the key indicators.

## **2.5 SUSTAINABILITY**

Three key factors contribute to the sustainability of WCD:

1. The growing global interest as evidenced by the increasing number of cities participating
2. The willingness of China to provide concrete support by funding the Coordination Office
3. The renewed interest of UN-Habitat to work with the Coordination Office in organizing Urban October, starting with WHD and ending with WCD and the Shanghai Manual

Staff within the External Relations Division are actively working with the Coordination Office and Liverpool to implement the global observations of WCD 2018, with its sub-theme of Building Sustainable and Resilient Cities. This is being connected with World Habitat Day on the first Monday of October and Urban October events.

## **3. CONCLUSIONS AND RECOMMENDATIONS**

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### **3.1 CONCLUSIONS**

WCD has attracted the international community's attention to urbanization as a central issue for development, particularly as evidenced by the increasing number of cities and countries participating in WCD. Many of the events related to WCD are intended to encourage sharing of information related to addressing challenges towards sustainable urban developments. In particular the Shanghai Manual provides examples of how cities around the world have addressed issues directly related to SDG 11 and its agenda for sustainable development.

While it is too early to determine the impact of WCD, there is anecdotal information about the ability of WCD events bringing together a range of stakeholders who then collaborate on projects to improve the health and resilience of cities. A framework for collecting monitoring data related to impact needs to be developed to determine the contribution WCD makes toward implementation of SDG 11 goals.

Although the WCD was created prior to the adoption of the SDGs and the creation of the New Urban Agenda, it is a vehicle designed to support implementation of both. With World Habitat



Day at the beginning of Urban October and WCD at the end, this provides the opportunity for an entire month that focuses healthy, resilient, sustainable cities.

The implementation of WCD has had its challenges with UN-Habitat falling short on fulfilling its commitments as outlined in the two MOUs, particularly in the areas of planning for Urban October, facilitating linkages to other UN-Habitat units, other UN agencies, and other international organizations and supporting the continuation of the Shanghai Manual. Since June 2018, UN-Habitat has been making a concerted effort to renew its relationship with the Coordinating Office and is discussing the contents of a new MOU with MoHURD and Shanghai.

The structure of the Coordination Office and the commitment of the MoHURD and City of Shanghai within China contributes to the sustainability of WCD. This is reinforced by a UN GA decision to make WCD a permanent event that is celebrated globally and linked to World Habitat Day and Urban October. This also requires developing new MOU between UN-Habitat and MoHURD and Shanghai defining permanent operational mechanisms, an effort that is now underway.

## **3.2 RECOMMENDATIONS**

UN-Habitat needs to set out a plan to implement the following recommendations:

1. WCD to be a permanent event that is collaboratively implemented by UN-Habitat and MoHURD and the Shanghai Coordination Office.
2. A new MOU between UN-Habitat and MoHURD and the Shanghai Municipal People's Government that outlines long-term operational mechanisms for WCD. This should include negotiation of a different financing arrangement and a revision of the commitments of each of the parties.
3. UN-Habitat continue to have responsibility for meeting the commitments outlined in the MOU. This should be carried out by the External Relations Division playing a stronger facilitation role in connecting the Shanghai Coordination Office with other units within UN-Habitat, other UN agencies and municipalities and other stakeholders involved in developing WCD events.
4. UN-Habitat provide increased support through the Best Practice Unit for publishing and distributing the Shanghai manual. This could include assistance with gathering and selecting best practice examples, connecting with international experts for peer review and assistance with promotion and disseminating the manual.
5. UN-Habitat work with MoHURD and the Shanghai Coordination Office to develop a monitoring framework with indicators linked to SDG 11. This could be done through a results-based management accountability framework that provides for annual reporting and periodic evaluation. The framework should be simple with a few indicators relating specifically to WCD's objectives.

## 4. LESSONS LEARNED

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Some key lessons learned from this evaluation are:

- The importance of conducting an evaluation according to the commitments made between the parties. This evaluation was done within a very short timeframe long after the MOU had expired. While it provided evidence of some of the achievements of WCD, it is likely that more positive results would have emerged had there been time to conduct a survey and conduct interviews with more representatives from participating cities.
- That successful achievement of an initiative does not always require both parties of a bilateral agreement upholding their commitments if one side is well-organized and will to carry the responsibility. In this case, the Shanghai Coordination Centre fulfilled all of its commitments and undertook some that were UN-Habitat's responsibility.

## ANNEX A: EVALUATION TERMS OF REFERENCE

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### Evaluation of World Cities Day Terms of Reference (TOR)

#### 1. Background and Context

In April 2013, the Governing Council of United Nations Human Settlements Programme (UN-Habitat), at its twenty-fourth session, through resolution 24/1, convinced that the World Cities Day, would be fit for the trend of human societies as well as the goals and missions of the UN-Habitat decided to recommend to the United Nations General Assembly (GA) that 31 October of every year should be designated as World Cities Day (WCD).

Subsequently, in December 2013, the GA through its resolution 68/239 designated 31 October, beginning in 2014, as World Cities Day and invited States, the United Nations system, in particular UN-Habitat, relevant international organizations, civil society and all other relevant stakeholders to observe and raise awareness of the Day, and stressed that the costs of all activities that may arise from observing the Day should be met from voluntary contributions.

The GA, through the same resolution, paragraph 24, further requested the Secretary-General to submit to the General Assembly at its sixty-ninth session a report on the implementation of the present resolution, including an update on progress made in the preparations for the United Nations conference on housing and sustainable urban development (Habitat III), and to include in his report to the Assembly at its seventy-first session an evaluation of World Cities Day (WCD), mindful of the provisions of the annex to Economic and Social Council resolution 1980/67.

#### 2. Objectives and nature of World Cities Day

The main objectives of WCD is to raise awareness on urbanization trends, challenges and visions for sustainable urban development; to promote international cooperation and make contributions to the global efforts in building equitable, prosperous and sustainable cities; and to improve people's living environment and quality.

The Global Observance of World Cities Day is done on every 31 of October, hosted by a different city each year, while regional national and city level events are held by various cities and towns globally to commemorate the day. The general theme of World Cities Day is *Better City, Better Life*, while a special theme is chosen each year to celebrate different topics covering urban issues. Since its inauguration in 2014, four WCDs have been celebrated globally in different cities and with different special themes. The Table below shows global observance of WCD by year, cities, and theme.

**Table: Global Observance of WCDs: 2014-2017**

Year	City	Theme
2014	Shanghai, China	Leading Urban Transformations

Year	City	Theme
2015	Milan, Italy	Designed to live together
2016	Quito, Ecuador	Inclusive Cities, Shared Development
2017	Guangzhou, China	Innovative Governance, Open Cities

Apart from celebrations in the host city, WCD is celebrated in different cities around the world. In 2014, there were 38 world cities events held in 12 countries around the world. In 2017, more than 100 world cities activities were organized in 44 countries around the world.

## 2.1 Implementing Arrangements

UN-Habitat as a coordinating agency in the United Nations System on housing and human settlements, organizes global WCD Observations by mobilizing the United Nations system, relevant international organizations, civil society and other relevant stakeholders to observe the WCD, with the assistance and volunteer financial contributions from Host Countries and other partners including Shanghai Municipal People's Government. UN-Habitat was accountable for reporting to the GA at its 71<sup>st</sup> session and evaluation of world Cities Day.

## 3. Evaluation purpose and objectives

The overall purpose of this evaluation is to inform key audiences: the GA, funders of WCD and UN-Habitat management in their decision-making processes concerning the way forward in promoting effective WCD. It is intended to: ( i) provide evidence on where WCD is effective in achieving its objectives and meeting its accountability requirement, and (ii) promote WCD delivery improvement, learning and knowledge sharing on urbanization trends, challenges and visions for sustainable urban development.

Specific of objectives of the evaluation are:

- (ix) Assess the performance of WCD in terms of strategic relevance; nature of external context; shared responsibilities; efficiency and effectiveness (which comprises assessments of the delivery of activities/outputs and achievement of outcomes); likelihood of impact; and sustainability.
- (x) Assess the working arrangements, resources, planning and how these may be impacting on effectiveness of the WCD in raising awareness on urbanization trends and challenges.
- (xi) Assess appropriateness of coordination of outreach activities to mobilize governments and other stakeholders for WCD as a key platform to make contributions to global efforts in building sustainable cities.
- (xii) Identify lessons and propose forward-looking recommendations to improve performance of WCD

#### 4. Key evaluation questions

The overarching purpose is to assess the effectiveness of the WCD and to provide lessons learned and recommendations to improve delivery of WCD. The evaluation will seek to answer the following main questions:

- To what extent is WCD achieving its objectives?
- What has been achieved?
- What entities are responsible for coordination at global, regional and national levels?
- Is WCD stakeholder collaboration appropriate?
- What are most critical gaps in respect to delivery of WCD?

The proposed evaluation questions will be supplemented with sub-questions along relevance, efficiency, effectiveness, impact outlook and sustainability.

#### 5. Scope and focus

The evaluation will cover the planning, funding, delivery and reporting of all World Cities Day, from 2014-2017. It will consider activities implemented during WCD celebrations and determine if they contribute to objectives of WCD. Assess if issues of gender and human rights are integrated with the WCD.

#### 6. Evaluation approach and methods

The evaluation will be conducted in participatory and consultative manner to ensure credibility of evaluation results. With no approved logframe or results framework to present how the WCD is expected to achieve its objectives, the consultant should construct and apply Theory of Change (TOC), to this evaluation, to demonstrate how WCD is supposed to achieve its objectives by describing the causal logic of inputs, activities, outputs, outcomes and overall intended objective. The TOC should also explore conditions and assumptions needed for the causal changes to take place and make explicit causal logical pathways.

The evaluation methodology will be guided by Norms and Standards of the United Nations Evaluation Group and the UN-Habitat Evaluation Policy. Various methods will be used including:

- (i) **Review of relevant documents:** Including, review of mandates on WCD, agreements with host countries, roles and resources to deliver WCD, minutes of PAG, progress reports, etc.
- (ii) **Key informant interviews and consultations, including group discussions:** Interview protocol to cover all key evaluation questions will be developed. Semi-structured interviews with WCD coordinator and other relevant staff of UN-Habitat, representatives of host cities where WCD was celebrated globally (Shanghai Municipal, Milan, Quito, Guangzhou), other countries where WCD were celebrated (Canada, Germany, Kenya, Philippines, Malaysia, Malawi, Sri Lanka, South Africa, etc.) will be conducted. The

will be through face- to – face interviews, video teleconference, skypes or telephone interviews.

- (iii) **Field visits:** To complement and validate desk review and interviews, it is envisaged that data augmented by field missions. The anticipated must field visits will take place in Nairobi and Shanghai.
- (iv) **A survey** will be determined if it is necessary given the time constraints for this evaluation.
- (v) The evaluators will describe expected data analysis and instruments to be used in the evaluation **inception report**. Presentation of the evaluation findings should follow a standard format of UN-Habitat Evaluation report.

## **7. Stakeholders involvement**

Evaluation is expected to be participatory, providing for active and meaningful stakeholder involvement. Key stakeholders will be involve either directly or through interview, surveys, group discussions. Key stakeholders will be given the opportunity to comment on draft inception report and on draft evaluation reports to make the evaluation process more transparent and credible.

## **8. Management and Responsibilities**

The independent Evaluation Unit of UN-Habitat will manage the evaluation process, including planning, providing technical support, follow up and dissemination of evaluation products. WCD Secretariat, External Relations Division (ERD) will be responsible for providing information and documentation required, and coordination with the relevant evaluation stakeholders.

An Evaluation Reference Group (ERG) will be established to oversee the evaluation process. Members of the ERG are proposed to include representatives from External Relations Division (ERD), Office of the Executive Director (OED), Programme Division (PD), Management and Operations Division (MOD), WCD Secretariat and Shanghai representative. The Reference Group will be responsible for reviewing and endorsing TOR and the main evaluation deliverables, including the inception report, drafts and final evaluation report with the intent of ensuring quality, credibility and utility of the evaluation.

Evaluation consultant recruited and will be responsible for conducting the evaluation based on these TOR and applying UNEG norms and Standards. He/she will prepare main evaluation deliverables (inception report, draft reports and final evaluation report).

Other key stakeholders may be consulted at strategic points in time of the evaluation either through mail correspondence or through participation in meeting(s).

## 9. Qualifications of the Evaluation Consultant

The evaluation will be conducted by one independent external evaluation consultant. He/she must have proven experience in evaluating global events and should have knowledge of Results-Based Management and strong methodological and analytical skills.

In addition, the consultant should have:

- a) Extensive evaluation experience with ability to present credible findings derived from evidence and putting conclusions and recommendations supported by findings.
- b) Knowledge and understanding of UN-Habitat mandate and its global events.
- c) 5 and above years of experience in results-based management and evaluation
- d) Advanced academic degree in political sciences, communication, information technology, sociology or other relevant field.
- e) Fluent in English.

## 9. Provisional Time Schedule

The evaluation will be conducted during the period of August and September 2018. The table 2 below indicates timelines and expected deliverables for the evaluation process.

Item	Description	Timeframe
1	Development and approval of TOR	July, 2018
3	Recruitment of the evaluation consultant	July, 2018
4	Inception phase, including formal document review, development of inception report	August, 2018
5	Data collection phase and report writing	August, 2018
6	Final Report	September, 2018

## 10. Key Deliverables

The three primary deliverables for this evaluation are:

- (i) ***Inception report***. The consultant is expected to review relevant information including TOR and develop fully informed inception report, detailing how the evaluation is to be conducted, what is to be delivered and when. The inception report should include evaluation purpose and objectives, scope and focus, evaluation issues and tailored questions, methodology, evaluation work plan and deliverables. Once approved, it will become the key management document for the evaluation, guiding the evaluation delivery in accordance with UN-Habitat's expectations.
- (ii) ***Draft evaluation report (s)***. The consultant will prepare an evaluation report draft to be reviewed and endorsed the Evaluation Reference Group. It should contain an executive summary that can act as standalone document.
- (iii) ***Final evaluation report*** should not exceed 25 pages (including Executive Summary) and will be approved by Executive Director of UN-Habitat for submission to the Secretary

General. In general, the report should be technically easy to comprehend for non-specialists, containing detailed evaluation findings, lessons learned and recommendations.

## **11. Resources and Payment**

The consultant fees and DSA will be paid on the basis of UN terms and conditions for consultants, taking into account experience and qualifications. DSA will only be paid when working outside consultant's duty station. Travel to Nairobi and Shanghai is anticipated and travel costs including air tickets and DSA will be covered by UN-Habitat.

## **ANNEX B: DOCUMENTS REVIEWED**

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City of Guangzhou (2017) Host City of the 2017 Fortune Global Forum

Coordination Office World Cities Day (September 2018) Report on Progress of Activities of World Cities Day

Coordination Office World Cities Day (September 2018) Assessment Material Draft (Research, Training and International Home Activity)

Coordination Office World Cities Day (September 2018) 2014 – 2017 World Cities Day Work Summary

“Decisions and Resolutions adopted by the Governing Council of the United Nations Human Settlements Programme at its twenty-fourth session” April 29, 2013

Faye Leone, Content Editor, SDG and 2030 Agenda for Sustainable Development, U.S., article posted on IISD/SDG Knowledge Hub Site, July 2, 2018, concerning progress report on implementing the New Urban Agenda.

Guangzhou Urban Strategy Institute Academy of Social Science (October 2017) Guangzhou Urban Governance and Development Report

Memo from Senior Coordinator Officer to Executive Director, UN-Habitat (9 June 2018)

Memorandum of Understanding 2014

Memorandum of Understanding 2015 – 2016

Minutes of Meeting Between MoHURD and UN-Habitat External Relations Department, 31 July – August 2, 2018

Peoples Republic of China Ministry of Housing and Urban-Rural Development (October 2016) China Country Report Prepared for United Nations Conference on Housing and Sustainable Urban Development (Habitat III)

UN Habitat's “Strategic Plan 2014-2019”



United Nations General Assembly, Report of the Secretary-General, “Implementation of the outcome of the United Nations Conference on Human Settlements (Habitat II) and strengthening of the United Nations Human Settlements Programme (UN-Habitat)” July 29, 2015

United Nations General Assembly, Report of the Secretary-General “Implementation of the outcomes of the United Nations Conferences on Human Settlements and on Housing and Sustainable Urban Development and Strengthening of the United Nations Human Settlements Programme (UN-Habitat)” August 19, 2016

United Nations, Bureau of International Expositions, Shanghai Municipal People’s Government (2016) Shanghai Manual A Guide for Sustainable Urban Development in the 21<sup>st</sup> Century

United Nations, Bureau of International Expositions, Shanghai Municipal People’s Government (2017) Shanghai Manual A Guide for Sustainable Urban Development in the 21<sup>st</sup> Century 2017 Annual Report

UN-Habitat External Relations Department (August 2018) Strengthening the World Cities Day Initiative Concept Note

UN Habitat Strategic Plan 2014-2019 Annual Progress Report 2017 “The New Urban Agenda” adopted at Habitat III Conference, Agreed Draft September 10, 2016

World Cities Day Report 2014

World Cities Day Report 2015

World Cities Day Report 2016

World Cities Day Report 2017

World Cities Day (October 2017) The Global Observance of World Cities Day Handbook Guangzhou China

## **ANNEX C: INTERVIEW LIST**

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### **UN-Habitat HQ, Nairobi**

Asa Jonsson – Research and Development Officer, Best Practices Division  
Ana Moreno – Coordinator Habitat III Secretariat  
Christine Musisi – Director of External Relations Division  
Silvia Ragoss – External Relations Division

### **Ministry of Housing and Urban-Rural Development (MoHURD) of People’s Republic of China, Beijing**

Li Liping – Deputy Director-General, Department of Planning, Financing and Foreign Affairs  
Lin Xiaonan- Director of Multilateral Cooperation Division  
Luo Hong – Director-Level Consultant of Multi-lateral Cooperation Division  
Zhao Wenhua - Director-Level Consultant of Multi-lateral Cooperation Division  
Duan Xiafei – Deputy Editor in Chief, UN-Habitat Information Office in China

### **Guangzhou**

Yang Yu – Deputy Director of General Office  
Pan Yunqi – Deputy Director of Social Housing Management Division  
Yang Qingbin -Deputy Director of Social Housing Management Division

### **Partners**

Shi Nan – Secretary General China Urban Planning Society  
Chen Yan – City Planner, China Urban Planning Society  
Wang Changyuan – Secretary General, China Mayors Association  
Li Zhuoyang – Director of International Cooperation, China Mayors Associate

### **Shanghai**

Bi Gui Ping, Senior Engineer, Comprehensive Planning Division, Shanghai Commission of H  
Liu Guoqiang - Shanghai Coordination Centre World Cities Day  
Cheng Jian - Director, Shanghai Coordination Center of World Cities Day  
Zhou Fang - Communication and Promotion, Shanghai Coordination Centre World Cities Day  
Hu Yzhau – Vice Professor, Ranking Engineer, Shanghai Coordination Centre World Cities Day

### **WCD Participants in other Cities**

Yixin Yang – Suzhou  
Lucian Bersano – Milan  
Yang Zhuomin – Quito  
Zaheer Allam – Port Luis Mauritius  
Duncan Gwaro - Nairobi

## **ANNEX D: INTERVIEW GUIDE FOR UN-HABITAT**

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UN-Habitat has engaged Martha McGuire to conduct an evaluation of World Cities Day in order to to inform key audiences: the GA, funders of WCD and UN-Habitat management in their decision-making processes concerning the way forward in promoting effective WCD. It is intended to: ( i) provide evidence on where WCD is effective in achieving its objectives and meeting its accountability requirement, and (ii) promote WCD delivery improvement, learning and knowledge sharing on urbanization trends, challenges and visions for sustainable urban development.

Because of the small numbers of people being interviewed we cannot guarantee confidentiality. Your name will be listed in the final report as having been interviewed. However we will not quote you directly without your explicit permission.

Do you consent to this interview?

- Yes
- No

1. Please tell me about the role you played with World Cities Day.
2. In what ways has World Cities Day contributed to the implementation of SDG 11? (Probe: specific examples)
3. How has World Cities Day contributed to:
  - raising awareness on urbanization trends, challenges and visions for sustainable urban development
  - promoting international cooperation and make contributions to the global efforts in building equitable, prosperous and sustainable cities
  - improving people's living environment and quality.
4. What challenges were faced in implementing World Cities Day? How were those challenges addressed?
5. What are the vehicles to support stakeholder collaboration? How well did they work?
6. How sustainable is World Cities Day? What is needed to ensure its sustainability?
7. If WCD was being delivered as it should be and accomplishing its intended goals, what would that look like?
8. What is necessary to achieve that vision?
9. Is there anything we have not discussed that you think would be important for us to consider in conducting this evaluation?

## **ANNEX E: INTERVIEW GUIDE FOR CELEBRATION CITY FOCAL POINTS**

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UN-Habitat has engaged Martha McGuire to conduct an evaluation of World Cities Day in order to to inform key audiences: the GA, funders of WCD and UN-Habitat management in their decision-making processes concerning the way forward in promoting effective WCD. It is intended to: ( i) provide evidence on where WCD is effective in achieving its objectives and meeting its accountability requirement, and (ii) promote WCD delivery improvement, learning and knowledge sharing on urbanization trends, challenges and visions for sustainable urban development.

Because of the small numbers of people being interviewed we cannot guarantee confidentiality. Your name will be listed in the final report as having been interviewed. However we will not quote you directly without your explicit permission.

Do you consent to this interview?

- Yes
- No

1. Please tell me about the role you played with World Cities Day.
2. In what ways has World Cities Day contributed to the implementation of SDG 11? (Probe: specific examples)
3. How has World Cities Day contributed to:
  - raising awareness on urbanization trends, challenges and visions for sustainable urban development
  - promoting international cooperation and make contributions to the global efforts in building equitable, prosperous and sustainable cities
  - improving people's living environment and quality.
4. Please describe the implementation of World Cities Day in your country. Who implemented it? What coordination was there with UN-Habitat? What coordination was there with other partners?
5. What challenges were faced in implementing World Cities Day in your country? How were those challenges addressed?
6. How sustainable is World Cities Day? What is needed to ensure its sustainability?
7. If WCD was being delivered as it should be and accomplishing its intended goals, what would that look like?
8. What is necessary to achieve that vision?

9. Is there anything we have not discussed that you think would be important for us to consider in conducting this evaluation?

## **ANNEX F: INTERVIEW GUIDE FOR FIELD VISIT**

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UN-Habitat has engaged Martha McGuire to conduct an evaluation of World Cities Day in order to to inform key audiences: the GA, funders of WCD and UN-Habitat management in their decision-making processes concerning the way forward in promoting effective WCD. It is intended to: ( i) provide evidence on where WCD is effective in achieving its objectives and meeting its accountability requirement, and (ii) promote WCD delivery improvement, learning and knowledge sharing on urbanization trends, challenges and visions for sustainable urban development.

Because of the small numbers of people being interviewed we cannot guarantee confidentiality. Your name will be listed in the final report as having been interviewed. However we will not quote you directly without your explicit permission.

Do you consent to this interview?

- Yes
- No

1. Please tell me about the role you played with World Cities Day.
2. Why was China interested in sponsoring World Cities Day?
3. Tell me about a particular highlight of the first World Cities Day. Describe what happened. What were the contributing factors?
4. Tell me more about the first World Cities Day. What were the challenges? How were those challenges addressed?
5. How has World Cities Day contributed to:
  - raising awareness on urbanization trends, challenges and visions for sustainable urban development
  - promoting international cooperation and make contributions to the global efforts in building equitable, prosperous and sustainable cities
  - improving people’s living environment and quality.
6. What were the vehicles to support stakeholder collaboration? How well did they work?
7. How sustainable is World Cities Day? What is needed to ensure its sustainability?
8. If WCD was being delivered as it should be and accomplishing its intended goals, what would that look like?

9. What is necessary to achieve that vision?

10. Is there anything we have not discussed that you think would be important for us to consider in conducting this evaluation?

## ANNEX G: WCD FINANCIAL REPORT

<b>INTERIM PROJECT FINANCIAL REPORT as at</b>		
<b>2-Oct-2018</b>		
<b>(United States dollars)</b>		
Donor:	People's Republic of China (Shanghai Municipal People's Government)	
Project Title/ID:	World Cities Day	
Total Approved Funding:	1,000,000.00	
Project Duration (Operational)	1 Sept 2014 - 31 Dec 2016 (no-cost extension up to 31 Dec 2018)	
Grant:	S1-32FOD-000004 // SB-000645.05 // 11306 (I/O: 19009499)	
Currency: USD		
<b>Year</b>	<b>Total</b>	
<b>Donor contributions</b>		
Project balance b/f	-	
Contributions/Funding received	1,000,000.00	
<b>Available Income</b>	<b>1,000,000.00</b>	
<b>Expenditures</b>		
Staff and other personnel costs	604,223.52	
Contractual Services	14,600.49	
General Operating and other direct costs	41,197.38	
Equipment, Vehicles, and Furnitures	8,477.16	
Travel	77,847.52	
<b>Total expenditure</b>	<b>746,346.07</b>	
FT30_CLASS_155.UN PSC - 13%	79,444.72	
<b>Total expenditure + PSC</b>	<b>825,790.79</b>	
<b>Project balance c/d</b>	<b>174,209.21</b>	
Calender of Payments	Date	Contract Amount in USD
Funding Received (PDCA: 66489)	FY 2014	375,000
Funding Received -1st tranche (2400028184)	FY 2015	312,500
Funding to be received - 2nd tranche.	FY 2016	312,500
<b>Total Received</b>		<b>1,000,000.00</b>