



URBAN PLANNING LAB CONSULTANT Terms of Reference

Post Title:	Future Cities Programme Local City Specialist Consultant
Unit:	Urban Planning and Design LAB
Location:	Philippines: Cebu City (1 consultant), New Clark City (1 consultant)
Project Director:	Rogier Van den Berg
Start Date:	16 th May 2018
Duration:	4 months (with possibility of extension)

1. About UN-Habitat

UN-Habitat, the United Nations Human Settlements Programme, is mandated by the UN General Assembly to promote socially and environmentally sustainable and resilient towns and cities. It is the focal point agency for all urbanization and human settlement matters within the UN system. UN-Habitat envisions well-planned, well-governed and efficient cities and towns, with adequate housing, infrastructure and universal access to employment and basic services such as water, energy, and sanitation.

Being the custodian agency in particular for SDG11 - the cities' goal - of the Agenda 2030 for Sustainable Development and the focal point to oversee the implementation of the New Urban Agenda, UN-Habitat has an existing mandate for global monitoring and supporting cities in preparing for a better urban future. Furthermore, UN-Habitat is supporting the urban implementation of the Sendai Framework and Paris Agreement on Climate Change.

The New Urban Agenda, aligned with the 2030 Agenda for Sustainable Development and the Paris Agreement on climate change, is an inclusive, action-oriented, and concise document intended to guide the next 20 years of sustainable and transformative urban development worldwide. It has a strong focus on the inclusion and participation of stakeholder groups, civil society, and grassroots organizations. Sub-national and local governments are supported as strategic and operational partners for implementation, along with national governments.

As our cities and towns grow at unprecedented rates, setting the social, political, cultural and environmental trends of the world, sustainable urbanization is one of the most pressing challenges for the global community in the 21st century. In 1950, one-third of the world's population lived in cities. Just 50 years later, this proportion has risen to one-half and will continue to grow to two-

thirds, or six billion people, by 2050. Cities are now home to half of humankind. They are the hub for much national production and consumption- economic processes that generate wealth and opportunity. But they also create disease, crime, pollution and poverty. In many cities, especially in developing countries, slum dwellers number more than 50% of the population and have little or no access to shelter, water and sanitation. This is where UN-Habitat is mandate to make a difference for the better.

2. The UN-Habitat Urban Planning LAB

The Urban Planning and Design Lab (UPD LAB) is an initiative from UN-Habitat to promptly respond to the requests of national and local governments to support sustainable urban development.

The LAB acts as the integrative facility of the Agency in which spatial planning is used as the tool coordinating economic, legal, social and environmental aspects of urban development, translating them into concrete and implementable projects that materialize the normative work of UN-HABITAT. These urban strategies generate value, economic development and jobs.

The UPD-LAB is formed by a multidisciplinary team of urban planners, legal and financial experts providing a holistic proactive approach.

Due to this, the UPD-LAB has become the team building facility inside the Agency where different areas of expertise come together to deliver concrete and integrated solutions.

Areas of expertise of the LAB are:

- Citywide strategies
- Planned city extensions (and new towns)
- Urban infill, densification and renewal
- Planning guidelines and capacity development
- Climate change, resilience and urban planning
- Innovation, technology and Cities

The LAB is currently working in concrete projects joining international and local expertise in more than 40 countries and 60 cities in Latin America, Africa, the Middle East, Europe and Asia.

The UPD LAB is also the cornerstone of the Global Network of Planning and Design LAB's, an initiative supported by member states during the 25th Governing Council of UN-Habitat.

The Network promotes the collaboration of international experts working together in different countries with local partners to propose implementable plans.

3. About the project

The Global Future Cities Programme aims to carry out targeted interventions to encourage sustainable development, increase prosperity whilst alleviating high levels of urban poverty. The programme will also create significant short and long-term business opportunities in growing markets forecast to be regional growth hubs.

The overall strategy is to deliver the programme in two phases; a strategic development phase, followed by an implementation phase, subject to UK Government approval. The strategic development phase will inform and shape the implementation phase and will provide further

evidence for the programme. This project document is focused on the first strategic development phase.

The programme will carry out a coherent series of targeted interventions in 19 cities across 10 countries and encourage them to develop sustainably, avoid urban sprawl and slum developments, and inclusively achieve increased prosperity making a major contribution to achieving the Sustainable Development Goals (SDG) and implementation of the New Urban Agenda (NUA).

This project includes three integrated pillars, that will address key barriers to prosperity, in selected cities:

- Urban planning – technical assistance for spatial restructuring (city strategies, urban renewal, regeneration, master planning and planning frameworks)
- Transportation – technical assistance to support cities to develop integrated multi-modal public transport systems
- Resilience – technical assistance to develop strategies to address the impact of climate change (e.g. flooding) and ensure development is sustainable

Strategic Development Phase

The local consultant's role for the strategic development phase is to support UN-Habitat HQ to build upon the initial scoping studies and government to government engagement that has taken place. The local consultant will work with the partner local authority and wider stakeholders to corroborate their city development strategies and confirm/enhance/develop the intervention proposal together with support technical partners and from UN-Habitat HQ. This process will proceed in parallel to an evaluation of the intervention within the local strategic context to better address its feasibility, potential impact on prosperity barriers and the optimal delivery models.

The outputs will assist the development and specification of the programme's interventions, which is expected to be delivered in the second phase.

In the Philippines, the particular programme focus is to provide efficient urban planning solutions to address rapid urbanization. Furthermore, the aim is to reduce greenhouse gas emissions and non-productive benefits of reducing congestion. In addition, the interventions in Philippines will expand employment opportunities and essential services to more women and people living in poverty.

New Clark City (NCC) is one of the priority projects identified under the government's "Build, build, build" infrastructure program that aims to create a new growth engine in the region while helping to decongest Metro Manila. Once fully developed, NCC is estimated to have 1.12 million residents, 800,000 workers and contribute approximately 4% share of Philippine's GDP. The intervention in this city will be focused on technical Knowledge Sharing and Capacity Building for the Management of the NCC Public Commons. This will include developing and sharing of 'best practices' on public space design and management (focused on the Public Commons), proposing open access evaluation criteria and guidelines, code and covenant of restrictions on the Commons, and building capacity within the Base Conversion and Development Authority (BCDA), as well as identifying and set up administrative processes to allow the implementation of guidelines and code.

In **Cebu**, the intervention aims at developing a low-carbon strategy road map and action plan. The revision of all climate-related activities and the inventory of the GHG emission levels in the City will go along with the creation of a framework and criteria to prioritize existing and potential low-

carbon-related strategies and the identification of the necessary institutional framework or support for its implementation.

4. Why are consultants needed?

A local city specialist is required to assist in ensuring the accomplishments of the Strategic Development Phase and aims to ensure that the Global Future Cities Programme achieves the following outcomes:

- Context appropriateness confirmed and technical accuracy of intervention tested;
- Stakeholder buy-in documented and accepted;
- Capacity and capability of market to engage with and deliver the proposed interventions determined;
- Confirmation that intervention is likely to deliver impact and support increased prosperity;
- Global contribution of Future Cities Programme to prosperity, SDGs and NUA assessed.

UN-Habitat requires one consultant to carry this out in Cebu City and one consultant to carry this out in New Clark City, alongside local UK Government representative(s). The consultant will take the lead in assessing the local context, mapping stakeholder and facilitating the building of consensus with local authorities. It is important that this takes an urban planning integrative approach and the outputs in section 5 are delivered.

Supervision

The consultant will be hired and under the overall supervision of the Head of UN-Habitat's Urban Planning and Design Lab. The Consultant will, according to specific arrangements with UN Habitat local offices, integrate in the existing structure of the local office to benefit from the existing expertise and networks whenever possible.

Local partner organisations of UN-Habitat will support the consultant in building the linkages and communication channels with national and municipal government officials. Given the number of ongoing projects managed by UN Habitat in each of the countries, the Project Coordinator, through the national office and the consultant, will be informed of field missions, mission results, meetings with authorities and institutions and other relevant updates linked to the project. National office will assess the consultant's performance and provide inputs to substantive activities and time management. Security courses and compliance, if required, will be provided by the national office.

5. Expected Deliverables?

The expected deliverables of the consultant include:

1. *City Context Analysis Support*

The local specialist will work in partnership with UN-Habitat and technical experts to map the intervention's spatial, legal and financial context within the city as well as assess the intervention's technical feasibility including:

- Provide input into the city context analysis and data mapping;
- Provide baseline information and data;
- Provide national and local strategies and plans;

2. Detailed Stakeholder analysis:

In parallel with the context mapping, the local city specialist will take the lead, supported by the national and regional country offices, in identifying stakeholders and engaging them to gather information and provide more detailed knowledge on the individual visions and goals. This will be followed by the facilitation of workshops and charrettes together with high level decision makers from the public and private sector together with representatives of society. The aim of these workshops is to stimulate discussion on the proposed and possible alternative interventions, related individual interests, technical opportunities and constraints, as well as political objectives in order to build consensus as a crucial outcome. This will include:

- Carry out an initial desk review and a stakeholder mapping exercise including national, regional, local government, community and private sector;
- Facilitate stakeholder engagement in collaboration with national and regional offices of UN-Habitat;
- Facilitate bilateral meetings and interviews where necessary with local authorities, civil society etc;
- Hold focus group discussions to assess technical capacity etc;
- Facilitation of charrettes/workshops.

3. Support to technical intervention:

Utilising the outcomes and consensus from the stakeholder analysis the local city specialists will need to provide substantial support for the development of a ToR for the interventions in Cebu and New Clark City that describes the scope, context and expected outputs of the intervention. In addition to this, there may be the need to facilitate - together with the local UK Government representative – the facilitation of a draft MoU (or equivalent) between the city and the FCO. This will set out the path for the implementation of the project in phase 2 and includes:

- Intervention technical viability intervention assessment;
- Provide baseline information;
- Support to facilitation of potential MoU (or equivalent) between relevant city authorities and UK Government representative
- Draft detailed ToR individual interventions for phase 2 with support from HQ.

Travel

It is expected that the consultants will need to undertake in-country travel.

5. Person specification

Qualifications, skills and working experience

Education:

- University degree in social sciences, engineering, urbanism, business management, or related fields. Higher degree preferred.

Work Experience

- 6-10 years of relevant work experience in the fields of urban planning, mobility, sustainable development, or similar.

- Experience of and interest in all levels of urban development from project development to practical completion and monitoring
- Strong network within local government and private sector in the Philippines
- Experience working on social change projects.
- Extensive, proven experience in producing feasibility, evaluation or policy recommendation reports. Examples of previous reports must be submitted along with the letter of interest.
- Strong communications skills, including writing, presenting and facilitating workshops.
- Experience working in the relevant country required.

Language

- Fluency in English and Filipino, written and verbal, is required.

Competencies

The principal competencies required to carry out the duties of the job are:

- **Technological Awareness** Keeps abreast of available technology, understands applicability and limitations of technology to the work of the office, actively seeks to apply technology to appropriate tasks, shows willingness to learn new technology.
- **Communication** Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; demonstrates openness in sharing information and keeping people informed, Excellent drafting ability and communications skills, both oral and written; proven ability to communicate complex concepts orally; ability to prepare written reports that are clear, concise and meaningful.
- **Teamwork** Works collaboratively with colleagues to achieve organizational goals; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.
- **Client orientation** Considers all those to whom services are provided to be “clients ” and seeks to see things from clients’ point of view; Establishes and maintains productive partnerships with clients by gaining their trust and respect; Identifies clients’ needs and matches them to appropriate solutions; Monitors ongoing developments inside and outside the clients’ environment to keep informed and anticipate problems; Keeps clients informed of progress or setbacks in projects; Meets timeline for delivery of products or services to client.

Remuneration

Payments will be based on deliverables over the consultancy period. Remuneration will be based upon United Nations standard fee ranges determined by functions performed and experience of the consultant. Payments will be made upon satisfactory delivery of monthly progress reports and final report.

Language:

Outputs will be delivered in English

Logistic details

The consultant will be responsible to procure his/her own logistic arrangements with the provided travel budget.