

URBAN INDICATORS TOOL KIT



GUIDE

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1. Introduction

This guide is a companion document to the attached Urban Indicators Toolkit designed by UNCHS (Habitat) for reporting on progress in the implementation of the Habitat Agenda.

The Indicators Toolkit is a simple user-friendly spreadsheet for collecting and analysing a minimum data set composed of 23 key urban indicators and 9 qualitative data sub-sets for the Istanbul +5 assessment.

Supplementary to the minimum data set, UNCHS (Habitat) has prepared several additional tools which Habitat partners are encouraged to use for measuring progress in the implementation of the Habitat Agenda:

- An **extended set of indicators** from which Habitat partners may select the most relevant for their situation;
- An easy-to-use “**citizen satisfaction survey**” or “urban report card”;
- A set of four **process indicators** to measure participation in decision-making ;
- A simple method for **content analysis of newspaper** reports on urban issues.

These tools are available upon request to the Urban Indicators Programme, UNCHS (Habitat) and on its homepage at:

<<http://www.urbanobservatory.org/indicators>>.

2. The minimum data set

Based on the Habitat Agenda and on Resolutions 15/6 and 17/1 of the United Nations Commission on Human Settlements, UNCHS (Habitat) has developed an indicators system that contains a set of 23 key indicators and nine lists of qualitative data. These are the minimum data required for reporting on shelter and urban development consistent with the twenty key areas of commitment in the universal reporting format.

Indicators are supposed to measure performances and trends in the 20 selected key areas, and to measure progress in the implementation of the Habitat Agenda. Indicators provide a comprehensive picture of cities, which, with other indicators which may be chosen by countries, will provide a quantitative, comparative base for the condition of cities, and show progress towards achieving urban objectives.

Two different types of data are included in the minimum set:

- Key indicators, comprising indicators which are both important for policy and relatively easy to collect. They are either numbers, percentages and ratios;
- Qualitative data or check-lists, which give an assessment of areas which cannot easily be measured quantitatively. They are audit questions generally accompanied of checkboxes for yes or no answers.

For country reporting, indicators should be collected and analysed for at least one major city in order to establish the dimensions of national urban conditions, trends and issues. To provide a better diagnosis of urbanization within a country, it is recommended that indicators be collected for a representative sample of cities based on size, economic development, location or other variables relevant to the country's system of human settlements.

It is important that the minimum data set be submitted as part of the country report annex. The resulting global database will provide the statistical foundation for development of composite indices of urban poverty, urban human development, city investment potential, urban environment, urban governance and overall quality of urban life.

The indicators are classified into five chapters and subclassified into the 20 key areas of the Istanbul +5 *Universal Reporting Format* (table 1).

Table 1: List of indicators corresponding to the 20 Habitat Agenda key areas of commitment.

<p>CHAPTER 1: Shelter</p> <p>1. <i>Provide security of tenure</i> indicator 1: tenure types indicator 2: evictions</p> <p>2. <i>Promote the right to adequate housing</i> qualitative data 1: housing rights indicator 3: housing price-to-income ratio</p> <p>3. <i>Provide equal access to land</i> indicator 4: land price-to-income ratio</p> <p>4. <i>Promote equal access to credit</i> indicator 5: mortgage and non-mortgage</p> <p>5. <i>Promote access to basic services</i> indicator 6: access to water indicator 7: household connections</p>	<p>CHAPTER 4: Economic Development</p> <p>15. <i>Strengthen small and micro-enterprises, particularly those developed by women</i> indicator 20: informal employment</p> <p>16. <i>Encourage public-private sector partnership and stimulate productive employment opportunities</i> qualitative data 5: public-private partnerships Indicator 21: city product indicator 22: unemployment</p>
<p>CHAPTER 2: Social development and eradication of poverty</p> <p>6. <i>Provide equal opportunities for a safe and healthy life</i> indicator 8: under-five mortality indicator 9: crime rates qualitative data 2: urban violence</p> <p>7. <i>Promote social integration and support disadvantaged groups</i> indicator 10: poor households</p> <p>8. <i>Promote gender equality in human settlements development</i> indicator 11: female-male gaps</p>	<p>CHAPTER 5: Governance</p> <p>17. <i>Promote decentralisation and strengthen local authorities</i> qualitative data 6: level of decentralization</p> <p>18. <i>Encourage and support participation and civic engagement</i> qualitative data 7: citizen involvement in major planning decisions</p> <p>19. <i>Ensure transparent, accountable and efficient governance of towns, cities and metropolitan areas</i> qualitative data 8: transparency and accountability indicator 23: local government revenue and expenditures</p>
<p>CHAPTER 3: Environmental Management</p> <p>9. <i>Promote geographically-balanced settlement structures</i> indicator 12: urban population growth</p> <p>10. <i>Manage supply and demand for water in an effective manner</i> indicator 13: water consumption indicator 14: price of water</p> <p>11. <i>Reduce urban pollution</i> indicator 15: air pollution indicator 16: wastewater treated indicator 17: solid waste disposal</p> <p>12. <i>Prevent disasters and rebuild settlements</i> qualitative data 3: disaster prevention and mitigation instruments</p> <p>13. <i>Promote effective and environmentally sound transportation system</i> Indicator 18: travel time Indicator 19: transport modes</p> <p>14. <i>Support mechanisms to prepare and implement local environmental plans and local Agenda 21 initiatives</i> qualitative data 4: local environmental plans</p>	<p>CHAPTER 6: International Cooperation</p> <p>20. <i>Enhance international cooperation and partnerships</i> qualitative data 9: engagement in international cooperation</p>

3. Collecting and compiling data

Who should collect the data ?

It is expected that completion of the indicators survey will be a collaborative effort, rather than the work of a single individual. Some results can be completed solely by reference to secondary materials. Others will require consultation with a small group of experts. Also, it is vital to get knowledgeable experts to interpret the survey and provide their most informed judgment on the values of the indicators.

The experience with the indicators programme to date has demonstrated that in order to obtain good data,

- i) highly qualified experts and officials in each country need to be consulted for the collection and estimation of the indicators;
- ii) these experts should be in direct communication with UNCHS, and work should be reviewed and commented on at different stages.

No single person is expected to be simultaneously conversant with each of the areas, and experts or departments with knowledge of each area will need to be contacted by the persons responsible for overall compilation of the data, in order to obtain authoritative estimates for each area.

What is the year of reference ?

As you may recall, for the Habitat II Conference, the year of reference for data collection was 1993. For Istanbul +5, the year of reference will be 1998, 5 years after.

For cities which have collected information for the Habitat II Conference, complete 1993 results are available in the Global Urban Indicators Database residing on the following homepage: <http://www.urbanobservatory.org/indicators>

Country or city level data ?

While some data should be reported at the country level only (national level data) and other at the city level only (city level data), some information should be provided for both city level and country level. The level of collection is indicated for each of the indicators in the reporting sheets below.

For city level data, the standard area of reference is the urban agglomeration. When data for the Urban Agglomeration is not available, data for the Metropolitan Area might be used. This should be indicated in a note page attached to the results.

The urban agglomeration is defined as the built-up or densely populated area containing the city proper; suburbs, and continuously settled commuter areas. This may be smaller or larger than the metropolitan area.

The metropolitan area is the set of formal local government areas which are normally taken to comprise the urban area as a whole and its primary commuter areas.

4. Methodological issues

The success of indicators reporting depends on getting the most accurate information presently available. Where recent published data is available, this is preferable. If published data are not available or are not recent enough, the best estimates possible should be obtained.

The suggestions given below for collection of individual indicators vary between using “hard” data, i.e. published data which is desirable but not readily available for all indicators, and using “soft” data, i.e. indirect evidence or the informed opinion of experts. The preferred option should always be to use published data (adjusted for year, definition, etc.) whenever it is available and recent enough. For all data collected, the guiding principles are that it should be the best available, the latest available, and that it should be fully documented.

Disaggregated data of high quality and comparability may be difficult to achieve. Often there are a number of different ways to approximate an answer. Implicit in all of the indicators, however, is the possibility of quoting published data or of using a different methodology. If this is done, then the source or methodology should be documented completely in an annexe. If the data provided are for anything other than the stated definition, please explain the differences in the notes section at the end of the modules and sub-modules.

It is not expected that new household surveys will be initiated to collect data. For areas which might eventually require detailed household or other surveys, we generally suggest obtaining an estimate or an “educated guess” from a group of expert observers in the field.

For all data collected, the guiding principles are that they should be the best available, the latest available, and that they should be fully documented. In most cases though, an approximate result is very much preferred over no result, and may give guidance to improved future collection methods. It is necessary to keep in mind the systemic relationships among indicators. The total picture of each sector and of the city as a whole is more important than a highly accurate value for any one variable, and highly inaccurate values for all others. Data which might be insufficiently accurate for a detailed study of a single indicator, or for examining short-term variations in a single indicator, may be accurate enough for sector-wide evaluations. Precision may be less critical for a broad, cross-city or cross-country analysis than it would first appear because the error in measurement will usually be much smaller than the variations between cities.

One of the problems in collecting urban indicators will be the large number of government agencies holding the data. Each sector, e.g. transport, water etc. tends to be handled by a different authority, and consequently collecting the indicators is likely to require a larger number of contacts and to take long if not coordinated in a timely manner. Another problem will be the different arrangements for the provision of urban services in different countries, particularly those with a federal system. In these countries, many typical local government functions including education, housing, police, water and planning are often undertaken by state governments, and methodology to maintain comparability with cities where these functions are carried out by local governments will need to be developed. As well, there are often a number of municipalities in any city, and unless local government statistics are collected centrally in a consistent way, there may be a good deal of difficulty involved in assembling local government data for the whole city.

Some indicators such as household size do not change quickly, and older data may safely be used, with extrapolation if necessary. Other series such as price data or incomes will change rapidly, and it is essential to have the most recent data possible. The dates for the data used, the method of calculation or estimation, and the sources used should be documented in a note annex. Please note that, in general, stock data (e.g. unemployment, housing stock) should preferably be estimated as the average value during the year, but can be taken as the value at the middle of the year.

5. Taking gender into account

In many countries and areas of life, analysis of the status of women in human settlements is not easy because data do not exist. The contribution that women make to development, as well as the discrimination against them, are equally hidden. Efforts to obtain sufficient and factual information about the state of the housing and urban sectors should be made in relation to overall economic, social and environmental development. The availability of statistics and indicators which quantify the specific roles and conditions of life of men and women can influence changes in public perception and hence policies. If collected by countries, such indicators will provide a sound basis for the formulation and implementation of housing and urban development policies that are sensitive to the roles of different members of the society.

This document includes a gender-perspective in indicators, by proposing that effort should be made to disaggregate indicators by sex as much as possible.

The purpose of the disaggregation of indicators by sex is :

- to measure the role of men and women in urban development and shelter;
- to monitor urban and shelter sectors, taking gender into account;
- to integrate the gender dimension in policies, indicators being policy tools.

However, data collection may be a difficult task given the unavailability of disaggregated data in many countries. In any case, data disaggregation must be a primary concern in enabling a gender approach to urban and shelter sector planning and monitoring. All actors should recognize the value and relevance of gender-sensitivity and should introduce a gender-aware approach in further data collection efforts at the national and city levels.

While most of the indicators should have disaggregated results by gender, other types of disaggregation might be considered, depending on the particular urban context. They might be:

- by type of settlements: in most developing countries, it is useful to obtain data disaggregated for formal and informal urban settlements, generally slum and non-slum areas; results such as on the tenure status, price of utilities or level of services vary dramatically between formal and informal areas.
- by districts: information disaggregated by districts is extremely useful for planning in a variety of issues related to shelter, socio-economic development, environmental management and governance. Cities which have highly developed data collection and analysis systems are generally able to provide data by wards, districts or sectors. Such information will easily be compiled into a geographical information system which will allow mapping of urban performances by sectors.
- by communities: cities which have strong community differences might collect information by communities, especially, on tenure types (indicator 1), access to services (indicators 6 and 7), poor households (indicator 10), employment (indicators 20 and 22). This information will provide a useful background for assessing the level of inclusion of the different communities.
- by age groups: disaggregation by group of age can provide crucial information which allow adequate age-groups targeting for a number of policy areas such as crime and safety (indicator 9), poverty alleviation or employment (indicators 10, 20, 22); common used age groups are 0-4 years, 5-14 years, 15-24 years, 25-59 years, more than 60 years.

6. Indicators methodology sheets

This section describes the minimum data set, with explanation about:

1. **significance** of each indicator for analysing urban conditions and trends and their meaning in the Habitat Agenda;
2. **definitions** adopted by UNCHS (Habitat) in accordance with international standards, in order to facilitate comparisons of data when possible;
3. **methodology** for obtaining and collecting the data, as well as for calculating the results;
4. ways and methods for taking **gender** into account for each indicator;
5. **collection level** for each indicator (country or city level);
6. **linkages** between indicators in order to relate the analysis of each indicator result with other ones (e.g. the crime rates (indicator 9) might be related to the level of poverty (indicator 10) and unemployment (indicator 22)).

Indicator 1:	Tenure types
Reporting chapter:	<i>SHELTER</i>
Habitat Agenda commitment:	<i>Provide security of tenure</i>
Significance:	<p>This indicator provides an overview of the share of different tenure status among urban dwellers. Among the safest tenure are ownership, purchasing and tenants in social housing and when rental regulations are protective enough, private tenancy can offer a fairly safe tenure to households. The most common precarious tenure statuses are homelessness and squatter, which can also be used as distinct indicators.</p>
Definitions:	<p>percentage of woman and man-headed households in the following tenure categories: (a) owned; (b) purchasing; (c) private rental; (d) social housing; (e) sub-tenancy; (f) rent free; (g) squatter no rent; (h) squatter rent paid; (i) homelessness; (j) other.</p> <ul style="list-style-type: none"> • Owned refers to households with a clear title or ownership (formal housing) of the house and land they occupy, possibly through a company structure or as condominiums or strata title, or long leasehold of land. Purchasing refer to owner-occupiers in formal housing with a formal mortgage over the property. • Private rental is households in (formal) housing for which rents are paid to a private landlord who is the legal owner. Social housing includes all households in public, parastatal or NGO-owned or operated housing, including government employee housing and housing owned or operated by co-operatives. Sub-tenancy refers to households who are renting from another household who is renting the premises. • Squatter - without rent refers to households in squatter housing, or housing which has no title to the land on which it stands, and who pay no rents. Squatter - with rent refers to households in squatter housing who pay rent. • Other includes homeless, nomads, persons living in institutions or hotels, and any other tenures. • Homeless refers to persons without shelter. These persons usually carry their few possessions with them, sleeping in streets, in doorways, on piers or in some open areas, such as park.
Methodology:	<p>This information is usually collected through the census or households surveys. Other sources might be specific surveys carried out for housing studies. In the absence of such sources, an evaluation might be carried out using several indirect sources collected through public housing boards (on social housing), housing finance institutions (on 'purchasing' owner-occupiers), real-estate agencies (on the private stock), non-governmental organisations (especially on squatters and homeless), etc. If detailed information is not available, categories can be grouped into: (a) formal ownership (owned and purchasing); (b) tenancy (private rental, social housing and sub-tenants); (c) squatter (without rent, with rent); (d) other (homeless and other).</p>
Gender:	<p>Tenure type by sex of household is an essential part of the basic information on the status of men and women in human settlements. In many countries, female-headed households suffer from a lower and more precarious tenure status than male-headed households, which leads to insecurity for themselves and their dependents. Many studies have shown that, in developing countries, female-headed households predominate in informal settlements.</p>
Collection level:	City and national levels
Linkages:	indicator 2 (evictions), indicator 3 (housing price-to-income ratio), indicator 5 (mortgage and non-mortgage)

Indicator 2:	Evictions
Reporting chapter:	<i>SHELTER</i>
Habitat Agenda commitment:	<i>Provide security of tenure</i>
Significance:	Whether is it legal or illegal, eviction has generally negative social impacts on the concerned population. This indicator measures the degree to which this practice is still in force. Because eviction is usually irregular and intermittent, the value for this indicator is an average over the last five-year period. In developed countries the indicator will refer to evictions during large public works projects but mostly to evictions for non-payment of rent, and will measure affordability conditions and the availability of legal recourse by landlords. In developing countries the major component of this indicator will be squatter evictions. In many countries, Governments have chosen to allow long-term squatter settlements to remain in place, improved infrastructure, and secured land tenure thereby allowing the residents to invest more in improving their housing. In other countries, however, eviction continues unabated.
Definition:	Average annual number of men-headed and women-headed households evicted from their dwellings during the past five years. Data have to be provided for 1993 and 1998, as well as for the complete 1993-98 five-year period.
Methodology:	This information might not be available as official information. It is usually collected through specific studies on the subject. However, non-governmental organisations dealing with housing rights issues, including consumer associations, usually have estimates on the number of evicted person per year.
Gender:	Eviction is perhaps the most dramatic manifestation of the fight for land and housing. Women-headed households, are more likely to be part of disadvantaged groups and therefore to experience evictions. Women and children suffer the most when such events occur.
Collection level:	City and urban national levels
Linkages:	indicator 1 (tenure types), indicator 3 (housing price-to-income ratio).

Qualitative data 1:	Housing rights
Reporting chapter:	<i>SHELTER</i>
Habitat Agenda commitment:	<i>Promote the right to adequate housing</i>
Significance:	<p>Since the adoption of the Universal Declaration of Human Rights in 1948, the right to adequate housing has been recognized as an important component of the right to an adequate standard of living. Part of the actions that Governments are committed to providing, in the matter of housing, that the law shall prohibit any discrimination and guarantee to all persons equal and effective protection against them. Also, Governments are committed to providing legal security of tenure and equal access to land for all, including women and those living in poverty (Habitat Agenda, paragraph 61).</p>
Definition:	<p>Yes/no answers should be replied to the following questions:</p> <ol style="list-style-type: none"> 1. Does the Constitution or national law promote the full and progressive realisation of the right to adequate housing? (yes/no) Does it include protections against eviction? (yes/no) 2. Are there impediments to women owning land (considerable, some, none)? Are there impediments to particular groups owning land (considerable, some, none)? Which particular groups? 3. Are there impediments to women inheriting land and housing (considerable, some, none)? Are there impediments to particular groups inheriting land and housing (considerable, some, none)? Which particular groups? <i>Impediments include both legal or traditional barriers to inheritance, which affect a significant proportion of the land area (e.g., in excess of 5%). Discriminations which are faced by other particular groups can be on the basis of race, color, language, religion or other.</i> 4. Are there impediments to women taking mortgages in their own name (considerable, some, none)? Are there impediments to particular groups taking mortgages in their own name (considerable, some, none)? Which particular groups? <i>Impediments include both legal or institutional impediments, including requirements for guarantors, higher interest rates, down payment or deposit requirements, or loan limits which are different from those applying to men of similar incomes and wealth.</i>
Methodology:	<p>This information should be verified in the Constitution or national law (first question). Other information should be verified through groups of non-governmental organisations and community-based organisations. If possible, answers should be documented. Any notable change which has occurred during the last five years should be mentioned and explained.</p>
Gender:	<p>One must note that while law often gives a number of rights to women, traditional barriers impede them from benefiting. This list of questions is proposed in order to identify the various kinds of impediments women face in a given national context.</p>
Collection level:	National level
Linkages:	indicator 1 (tenure types), indicator 2 (evictions).

Indicator 3:	Housing price and rent-to-income ratios
Reporting chapter:	<i>SHELTER</i>
Habitat Agenda commitment:	<i>Promote the right to adequate housing</i>
Significance:	In a responsive and efficient housing market, the range of housing prices and rents have to be such that they respond to all sections of the population and reach the lowest segments. This indicator is based on the assumption that, for households, access to adequate housing means that housing expenditures do not take up an undue portion of their income. Housing price and rent to income ratio provide a good measure of housing affordability at the city level. They also convey the greatest amount of information on the overall performance of housing markets.
Definitions:	ratio of the median free-market price of a dwelling unit and the median annual household income and ratio of the median annual rent of a dwelling unit and the median annual household income of renters.
Methodology:	<p>Median housing price : Housing price is defined as the price at which a house would sell if placed on the market for a reasonable length of time by a seller who is not under pressure to sell. The median-priced house in the urban area is that house which has 50% of the houses priced below it, and 50% of the houses priced above it. The calculation of the price of the median-priced house should, therefore include all housing, both new and old, and both formal and informal. If, for example, the majority of the housing stock is informal, and the informal housing stock is generally cheaper than the formal housing stock, then the median priced house will probably be an informal unit. For blocks of apartments or multiple-family dwellings which are usually sold as a single building, the value of one dwelling unit should be estimated as a pro rata share of the total sale price. This is particularly relevant for countries in Africa where the majority of housing is of this type.</p> <p>Median rent: Rent should be contract rent or the amount paid for the property alone and not for utilities such as electricity, heating etc. If median rent data cannot be located, then an estimation procedure has to be used, with ranges of rents estimated separately for different categories such as public housing, controlled rents, one bedroom and two bedroom furnished and unfurnished apartments, and single family houses of different types. The median price will be part way up the price ranges of the median dwelling types.</p> <p>Median household income: Household income is defined as the gross income from all sources, which include wages, salaries, incomes from businesses or informal sector activities, investment income, and where information is available, income in-kind such as consumption of agricultural produce which might have been sold. For the calculation of the rent to income ratio, incomes should be median gross income of private and public renter households. Where renter household income data do not exist, median income of all households can be used.</p>
Gender:	This indicator can address gender through disaggregation by sex of the household head. The question will be: how much would cost a median house for a female-headed household ? The result will use the same numerator than in the calculation explained above but will have a different denominator, being the median income of a female-headed household.
Collection level:	City level
Linkages:	indicator 1 (tenure types), indicator 4 (land price-to-income ratio), indicator 5 (mortgage and non-mortgage).

Indicator 4:	Land price-to-income ratio
Reporting chapter:	<i>SHELTER</i>
Habitat Agenda commitment:	<i>Provide equal access to land</i>
Significance:	Land price is one major key to revealing land availability and development in cities. A responsive urban environment should be able to have land accessible and available at a reasonable range of prices in order to respond to the demand of individual households and the private sector. The ratio of the price of land to household income not only indicates if affordable land is available to cater the needs of the different segments of the population. It also shows if the local government is able to respond to the growing needs by developing infrastructure in undeveloped parts of the city or providing incentives for new developments.
Definition:	<p>Ratios between the median price of <u>1 square metre</u> of highly-developed, developed and raw land and the median household income per month.</p> <ul style="list-style-type: none"> • Highly developed land refers to plots serviced with at least roads, water and electricity and possibly drainage and sewerage. • Developed land refers to plots serviced with roads only. • Raw land refers to unserviced plots with or without planning permission.
Methodology:	<p>The median price of 1 m² of land can be calculated using the following options:</p> <ol style="list-style-type: none"> 1. Where the informal sector is small and data are reliable, median house price can be determined directly from published (formal) sales figures or from recent surveys. 2. If no direct data are available, then prices need to be estimated for each type of land, using the method suggested for the estimation of the housing price. 3. The ultimate solution is to use averages prices when median prices are not available. <p>Please indicate in the 'Note' page which method was used for this indicator.</p> <p>The median household income per month refers to the gross income from all sources, which include wages, salaries, incomes from businesses or informal sector activities, investment income, and where information is available, income in-kind such as consumption of agricultural produce which might have been sold.</p>
Gender:	This indicator can address gender through disaggregation by sex of the household head. The question will be: how much would cost a piece of land for a female-headed household ? The result will use the same numerator than in the calculation explained above but will have a different denominator, being the median income of a female-headed household.
Collection level:	City level
Linkages:	indicator 1 (tenure types), indicator 3 (housing price-to-income ratio).

Indicator 5:	Mortgage and non-mortgage
Reporting chapter:	<i>SHELTER</i>
Habitat Agenda commitment:	<i>Promote equal access to credit</i>
Significance:	Because housing is an expensive purchase beyond the reach of the majority of households, the availability of mortgage facilities is a necessary part of ensuring access to owner-occupancy, and where such credit is not adequately available to particular groups, housing ownership will be severely restricted. In countries which have no mortgage available, households can either go for commercial loans, which are generally too expensive for the majority of the population, or, when available, can obtain other loans from the non-formal financial sector, generally in the form of micro-credits.
Definition:	<p>Percentage of dwellings purchased during the last past year that are covered by mortgage and percentage of dwellings that are covered by non-mortgage loans.</p> <p>Mortgage loans refer specifically to loans from the formal financial sector to households, with mortgage (i.e. conveyance of property by debtor to creditor as security for debt incurred by the purchase of property).</p> <p>Non-mortgage loans refer to all other types of loans from the formal or informal financial sector to households conveyed without mortgage for purchasing houses.</p> <p>Dwellings purchased also include houses which are built by individuals, with or without loans. The loans, in these particular cases, can be to cover the price of the plot and/or for the labour and/or for construction materials.</p>
Methodology:	<p>If the percentage is not available, one might simply get the annual number of mortgage loans as well and the total annual number of non-mortgage loans attributed to households.</p> <p>Mortgage loans include those loans which originate from the formal financial intermediary and which have, as final recipient, a household or individual which uses it for housing occupancy whether it is secured by the property or not. They should include loans to cooperatives which are used for housing for cooperative members and block loans to developers which are passed on to purchasers.</p> <p>Non-mortgage loans include those with non-financial intermediaries such as employers who provide credit for housing, loans provided by non-formal financial intermediaries through a NGO project, etc. Information on mortgage loans might be easier to collect than non-mortgage loans. Information on the number of dwelling purchased during the last year with mortgage can be obtained from the major banks and housing finance institutions, and if it exists, the national housing bank.</p>
Gender:	This indicator can address gender through disaggregation by sex of the household head. The question will be: What is the percentage of dwellings purchased by women-headed households during the last past year that are covered by mortgage and percentage of dwellings that are covered by non-mortgage loans. This information might be difficult to obtain. However, if compared to the total percentage of households which have access to mortgage, it will provide a direct insight on the level of access of women to mortgage and non-mortgage vis-à-vis the men.
Collection level:	City level
Linkages:	indicator 1 (tenure types), indicator 3 (housing price-to-income ratio), indicator 4 (land price-to-income ratio).

Indicator 6:	Access to water
Reporting chapter:	<i>SHELTER</i>
Habitat Agenda commitment:	<i>Promote access to basic services</i>
Significance:	Water is one of the great necessities of human life, which is taken for granted in the developed world. A supply of clean water is absolutely necessary for life and health, yet 1.4 billion people lack access to adequate water supply or can only obtain it at high prices. In many cities, Households in informal settlements are rarely connected to the network and can only rely on water from vendors at up to 200 times the tap price. Improving access to safe water implies less burden on people, mostly women, to collect water from available sources. It also means reducing the global burden of water-related diseases and the improvement of quality of life.
Definition:	Percentage of households with access to water. Access is defined as having water located within 200 meters of the dwelling. It refers to housing units where the piped water is available within the unit and to those where it is not available to occupants within their housing unit, but is accessible within the range of 200 metres, assuming that access to piped water within that distance allows occupants to provide water for household needs without being subjected to extreme effort.
Methodology:	This definition is the one used by the United Nations Statistics Division. This information should be collected through the census or households surveys. Other sources might be specific surveys carried out for urban infrastructure studies and basic services projects.
Gender:	Lack of adequate infrastructure services results in a critical equity problem, in that many of the resulting costs impact most heavily the urban poor and women, implies low productivity, reduced income and poorer quality of life. This indicator already address gender since, when water is not available, it is usually women and girls who will carry the daily burden of fetching water. However, results can be specified through disaggregation by sex of the household head. The question will be: What is the percentage of men and women-headed households which have access to water ? When a large proportion of households do not have access to water, it might be useful to obtain the average time spent in fetching water, which is a good complementary indicator. It is defined as the average daily time in hours spent by households fetching water. Time spent fetching water measures the burden women have to face during their daytime and the constraints limiting their productive work. Time may vary during the year depending on the availability of water at the different sources.
Collection level:	City and urban national levels
Linkages:	indicator 8 (under-five mortality), indicator 10 (poor households), indicator 13 (water consumption), indicator 14 (price of water).

Indicator 7:	Households connections
Reporting chapter:	<i>SHELTER</i>
Habitat Agenda commitment:	<i>Promote access to basic services</i>
Significance:	The quality and reliability of local services are taken for granted in highly industrialized countries, but limited access to, or poor quality of, infrastructure services in developing countries can be major impediments to business productivity, and major sources of frustration to the population. The poorest households in developing countries generally cannot afford household connections of telephone and electricity, and often only have access to primitive or communal water supply and sewage and solid waste disposal systems. As well as reducing the quality of life in settlements, the absence of connection to basic services makes communities living in informal settlements particularly vulnerable to disease and epidemics.
Definition:	Percentage of households which, within their housing unit, are connected to: a) piped water; b) sewerage; c) electricity; and d) telephone.
Methodology:	This information is usually collected through the census or households surveys, or directly from the utility providers. Other sources might be specific surveys carried out for urban infrastructure studies and urban development projects. In developing cities where informal settlements occupy a relatively important part of the city, it will be useful to get the results for households living in these particular settlements. Household connection will probably greatly differ from other settlements and results might suggest that specific policies should be undertaken in informal areas.
Gender:	This indicator can address gender through disaggregation by sex of the household head. The question will be: What is the percentage of men and women-headed households which have access to basic services ? In situations where there is no water in the house, it is normally women and girls who have to provide it. Providing readily available clean water reduces the burden for women and girls, and increases the time women have for productive work. It is a factor of human resource productivity. This also applies to solid waste collection and electricity. Indicators of access to infrastructure in general already measure the level of services which have an impact on women's quality of life.
Collection level:	City and urban national levels
Linkages:	indicator 6 (access to water), indicator 13 (water consumption), indicator 14 (price of water).

Indicator 8:	Under-five mortality
Reporting chapter:	<i>SOCIAL DEVELOPMENT AND ERADICATION OF POVERTY</i>
Habitat Agenda commitment:	<i>Provide equal opportunities for a safe and healthy life</i>
Significance:	Under-five mortality is a powerful indicator of quality of life in cities. High child mortality is directly correlated to low environmental indicators such as the level of wastewater treatment and sewerage and sanitation facilities.
Definition:	<p>Percentage of female children and male children who die before reaching their fifth birthday.</p> <p>Child mortality = $\frac{\text{number of death for children below five year old during the year}}{\text{average number of live birth during the last five years}}$</p>
Methodology:	Mistakes are common for this indicator. Child mortality is different from infant mortality which account for mortality of under-one year old infants. Information for this indicator is generally extracted from Census data or originates from the registry offices.
Gender:	Many deaths are the result of malnutrition, poor life conditions, i.e. poor shelter, polluted water and inadequate sanitation. Child mortality may be due to other factors and may affect boys and girls differently.
Collection level:	City and national levels
Linkages:	indicator 6 (access to water), indicator 10 (poor households), indicator 16 (wastewater treated), indicator 17 (solid waste disposal), indicator 15 (air pollution).

Indicator 9:	Crime rates
Reporting chapter:	<i>SOCIAL DEVELOPMENT AND ERADICATION OF POVERTY</i>
Habitat Agenda commitment:	<i>Provide equal opportunities for a safe and healthy life</i>
Significance:	<p>Crime rates provide useful information on the level of security in a city. However, the number of reported murders, rapes and thefts too often only represents the apparent crime. According to recent research on the subject, in many countries, less than 50% of the total crimes are reported to the police and therefore, in official statistics. Crime rates should be taken with caution and reporting should mention the possible gaps between the official figures and the reality. Some countries might complement their crime rate assessment by providing the number of automobile thefts, drug-related crimes, bribery and corruption cases, fraud, etc. Experience in several countries show that victimisation surveys provide an insight on the reality of crimes and help to improve the statistics.</p>
Definition:	<p>Number of reported crimes (male and female victims) annually per 1000 population, for: (a) homicides; (b) rapes; (c) thefts.</p> <p>Crimes refer to the number of penal code offences or their equivalent, i.e. various special law offences brought to the attention of the police or other law enforcement agencies and recorded by one of those agencies.</p> <p>Homicide includes intentional and non-intentional homicide. Intentional homicide refers to death deliberately inflicted on a person by another person, including infanticide. Non-intentional homicide refers to death non-deliberately inflicted on a person by another person. This includes manslaughter but excludes traffic accidents that result in the death of a person.</p> <p>Rape refers to sexual intercourse without valid consent.</p> <p>Theft refers to the removal of property without the property owner's consent. Theft excludes burglary, housebreaking as well as the theft of a motor vehicle.</p>
Methodology:	<p>The definitions are the one used by the United Nations Statistics Division.</p> <p>For thefts, some criminal and penal codes distinguish between grand and petty theft, depending of the value of goods and properties taken from their rightful owner. In that case, please provide grand and petty theft in the final result and specify in the attached notes the number of grand and petty thefts. Some city data might not distinguish between thefts and burglary. They might include burglary in the final theft figure. However, they should specify in the notes that no separate data are available and provide estimates on the proportion of burglary in the total number. Burglary refers to unlawful entry into someone else's premises with the intention to commit a crime.</p>
Gender:	<p>Women and men are differently affected by crimes. Therefore, indicators should be disaggregated by sex of the victims. Rape, as a major crime affecting women, is important in many societies. But data on rapes may be analyzed with caution, many of them being unreported by the victims because of social pressure. Again, victimisation surveys can provide a better insight of the real situation and help to improve statistics on the issue.</p>
Collection level:	City and national levels.
Linkages:	Indicator 8 (child mortality), indicator 10 (poor households), indicator 22 (unemployment).

Qualitative data 2:	Urban violence
Reporting chapter:	<i>SOCIAL DEVELOPMENT AND ERADICATION OF POVERTY</i>
Habitat Agenda commitment:	<i>Provide equal opportunities for a safe and healthy life</i>
Significance:	<p>Since crime rates provide only a partial picture of the level of urban violence, these qualitative data provide complementary information at the city level. Whether or not the city has areas considered as dangerous or inaccessible to the police and children experience violence at school are good indication of the level of urban violence. Major policies and programme against crimes and violence include official policy against domestic violence, crime and weapon control prevention policy and victim of violence assistance programmes.</p>
Definition:	<p>Yes/no answers should be replied to the following questions:</p> <p>Existence of:</p> <ol style="list-style-type: none"> 1. areas considered as inaccessible or dangerous to the police (yes/no); 2. violence at school, among children (none, some, a lot); 3. official policy against domestic violence (yes/no); 4. crime prevention policy (yes/no); 5. weapons control policy (yes/no); 6. assistance programme(s) for victims of violence (yes/no).
Methodology:	<p>The existence of traditional national and local police does not constitute crime prevention policy in itself. A crime prevention policy should include specific mechanisms and programmes such as, among others: community justice; community-policing approach; partnership between police, local authorities, NGOs and CBOs, etc.</p> <p>Weapons control policy should include weapons licensing policy, fight against illicit weapons (within the country, including control at borders), etc.</p> <p>Assistance programmes for victims of violence are usually developed by local authorities or non-governmental organisation in order to assist men and women victims of violence.</p>
Gender:	<p>This indicator addresses gender by checking whether programme to victims of violence are already in place to assist women and men and whether an official policy has been implemented to fight against domestic violence which primarily affects women and children.</p>
Collection level:	City and national levels
Linkages:	indicator 9 (crime rates), indicator 10 (poor households), indicator 22 (unemployment).

Indicator 10:	Poor households
Reporting chapter:	<i>SOCIAL DEVELOPMENT AND ERADICATION OF POVERTY</i>
Habitat Agenda commitment:	<i>Promote social integration and support disadvantaged groups</i>
Significance:	<p>The right to development and the right to a life free from poverty are basic human rights. The UN Charter, the Universal Declaration of Human Rights, the World Summit on Social Development and many other multilateral declarations and conferences have recognized and reconfirmed economic, social, political, civil, and cultural rights with the goal of eradicating poverty and its consequences. Among these rights are an adequate standard of living, food, housing, education, health, work, social security and a share in the benefits of social progress.</p> <p>The number of poor, measured through the number of households below the poverty line, provides a traditional measure of the general level of poverty. It indicates the relative number of people in poverty which constitute the major part of disadvantaged groups. Progress in this area is achieved through general socioeconomic development, alleviation and eradication programmes and special support measures to disadvantaged groups. Reduced poverty is also a guarantee to improved social integration and inclusion. Other indicators of poverty are proxy-measures which indicates the level of access to shelter (indicator 2), land (indicator 3), credit (indicator 4), basic services (indicator 5). Population groups which are deprived from a number of basic necessities usually fall under the poor and disadvantaged groups.</p>
Definition:	percentage of women and men-headed households situated below the poverty line (national or locally-defined poverty line).
Methodology:	<p>Traditionally, poverty has been defined in terms of shortfalls of consumption or income. Income poverty lines are set against the cost of a basic diet for a group and/or the combination of dietary needs and a few non-food essential items.</p> <p>The poverty line should be an 'absolute' poverty line, taken as the income necessary to afford a minimum nutritionally adequate diet plus essential non-food requirements, for a household of a given size. The common method for setting the poverty line proceeds by fixing a food intake in calories, and then finding the consumption expenditure or income level at which a person typically attains that food intake, then applying a multiplier to account for non-food items.</p>
Gender:	Urban households headed by women are generally poorer than those headed by men. A gender perspective is necessary for understanding the characteristics and processes of urban poverty, and for effectively addressing poverty reduction policies. Poverty of female-headed households can be measured using the poverty-line. It can also be measured through indicators of access to employment, resources, housing and services (indicators 1, 5, 6, 7, 20, 22).
Collection level:	City and national levels
Linkages:	indicator 8 (under-five mortality), indicator 6 (access to water), indicator 9 (crime rates), indicator 22 (unemployment), indicator 21 (informal employment).

Indicator 11:	Female-male gaps
Reporting chapter:	<i>SOCIAL DEVELOPMENT AND ERADICATION OF POVERTY</i>
Habitat Agenda commitment:	<i>Promote gender equality in human settlements development</i>
Significance:	Female-male gaps in major socioeconomic issues at the city level are essential for measuring the level of gender equality in human settlements. By measuring the difference in major human development rates by sex in several cities, countries will be able to assess if gender equality has been achieved in urban areas and what progress remains to be made.
Definition:	<p>Female-male gaps in education (school enrollment rates by sex), health (under-five mortality rate, life expectancy by sex), employment (unemployment by sex) and formal participation in decision-making (number and nominated councillors by sex at the local level).</p> <ul style="list-style-type: none"> Female-male gap in education (school): defined as the percentage difference in the gross primary, secondary and tertiary enrolment ratios for female and male students (defined as the number of students, by sex, enrolled in a level of education whether or not they belong in the relevant age group for that level, as a percentage of the population in the relevant group for that level)¹ (<i>male less female gross enrollments</i>). Female-male gap in education (literacy): defined as the percentage difference in male and female adult literacy rates (defined as the percentage of people aged 15 and above who can, with understanding, both read and write a short, simple statement on their everyday life)² (<i>male less female literacy rates</i>). Female-male gap in health (child mortality): defined as the percentage difference between the male child mortality rate and the female child mortality rate (<i>male less female child mortality rates, using results of indicator 8</i>). Female-male gap in health (life expectancy): defined as the difference in life expectancy, in number of years, between men and women (<i>male less female life expectancy at birth</i>). Life expectancy at birth is defined as the number of years a newborn infant would live if prevailing patterns of mortality at the time of birth were to stay the same throughout the child's life³. Female-male gap in employment: defined as the percentage difference between the male unemployment rate and the female unemployment rate (<i>male less female, using results of indicator 22</i>). Female-male gap in formal participation: defined as the difference between female and male ratios of the number of elected and of nominated local government representatives, per 10,000 metropolitan population (<i>female less male ratios</i>).
Methodology:	These data are generally obtained from ministries, education and health authorities at the national level, which may maintain data by city (at least for the main cities). Other sources of information might be the municipalities themselves.
Collection level:	City level
Linkages:	indicator 8 (under-five mortality), indicator 22 (unemployment), indicator 21 (informal employment).

¹ UNESCO defines education at the primary level as usually beginning between the ages of 5 and 7 and lasting for about five years. Education at the second level is defined as beginning at about age 10-12 and lasting for about three years at the first stage and as the beginning at about age 13-15 and lasting for about four years at the second stage. Education at the third level, including universities and colleges, is defined as beginning at about age 17-19 and lasting for at least three or four years

² definition used by the United Nations Development Programme (UNDP) Human Development Report. This indicator is used for the calculation of the Human Development Index (HDI) at the country level. If sufficient information is provided by cities, UNCHS (Habitat) will attempt to calculate the HDI at the city level.

³ ibidem

Indicator 12:	Urban population growth
Reporting chapter:	<i>ENVIRONMENTAL MANAGEMENT</i>
Habitat Agenda commitment:	<i>Promote geographically-balanced settlement structures</i>
Significance:	Bringing the development of the urban area into harmony with its environment and the overall system of settlements is one of the basic tasks to be undertaken in order to achieve the general goal of sustainable human settlements in an urbanizing world. Geographically-balanced structures form part of this goal, achieved through monitoring the growth of urban populations. Population growth in urban areas needs to be monitored and harmonized so that it does not create unmanageable densities and population concentrations. High population growth without accompanying infrastructure development, adequate supply of basic services, accessible and affordable land and shelter, sufficient employment and economic opportunities is conducive to urban disorders and environmental degradation.
Definition:	Average annual growth rate of population in the urban agglomeration or in national urban areas.
Methodology:	The growth rate should be calculated for the last five years of reference (1993-1998). Total mid-year population figures for the 1993 and 1998 of reference should be indicated. For countries that lack recent census-based population data, population figures should be estimated by national statistical offices. If other reference periods are used, it should be indicated in the report. Total population is based on the de facto definition of population, which counts all residents regardless of legal status or citizenship. Refugees not permanently settled in the country of asylum are generally considered to be part of the population of their country of origin.
Gender:	Population growth data is the most basic information to be disaggregated by sex before making any analysis of human settlements conditions.
Collection level:	city level, national level
Linkages:	indicator 3 (housing price-to-income ratio), indicator 4 (land price-to-income ratio), indicator 6 (access to water), indicator 7 (household connections).

Indicator 13:	Water consumption
Reporting chapter:	<i>ENVIRONMENTAL MANAGEMENT</i>
Habitat Agenda commitment:	<i>Manage supply and demand for water in an effective manner</i>
Significance:	Consumption of water per person depends on the availability and price of water, the climate, and the uses to which water is customarily put by individuals (drinking, bathing, washing, gardening). In many cities, potable water supply is not constant and household rely on a few hours to tap the available water during the day. Water consumption is much higher in cities of higher income countries, as with most other forms of consumption. Typically people in cities of developed countries use 272 litres per day while the average in Africa is 53 litres per day, around a quarter. North American cities use, on average, double the amount of water per person, that Western European cities use, and seven times that of African cities.
Definition:	average consumption of water in liters per day per person, for all domestic uses (excludes industrial).
Methodology:	<p>This information is usually available from the main water supply companies, which maintain records on water supplied, delivered, consumed and ultimately paid by the end-users for industrial, commercial and domestic purpose. Only water consumed for domestic purpose will be taken into account. A frequent mistake for this indicator is to account for all types of use, by dividing the total water supplied by the total population.</p> <p>Also, before reaching the users, a part of the water supplied might be lost through leakages or illegal tapping. In cities with old and deteriorating water reticulation systems, a substantial proportion of piped water may be lost through cracks and flaws in pipes - for example up to 30% of water is lost in this way in some countries of Eastern Europe. It is therefore important to take this into account into the final consumption and if possible, not to take the actual supply as the final consumption figures.</p>
Collection level:	city level, national level.
Linkages:	indicator 6 (access to water), indicator 7 (household connections), indicator 13 (price of water), indicator 16 (wastewater treated), qualitative data 4 (local environmental plans).

Indicator 14:	Price of water
Reporting chapter:	<i>ENVIRONMENTAL MANAGEMENT</i>
Habitat Agenda commitment:	<i>Manage supply and demand for water in an effective manner</i>
Significance:	In many cities, households living in informal settlements are not connected to the network and can only rely on water from vendors at up to 200 times the tap price. The price of water may rise to very high levels in some areas at some times, and can take a significant proportion of the household budget. If more than 50% of households have piped water, then this will be the user-pays marginal cost of water. How much an average household is spending in water varies tremendously from city to city.
Definition:	median price paid per 1000 liters of water in US dollars, at the time of year when water is most expensive.
Methodology:	This measures the cost of water at times when it is most scarce. It should be provided for all types of settlements at the city level, as well as in informal settlements, when relevant. The median price of water should be estimated like the median house price (indicator 3). The median price is the one for which 50% of the water is priced below it, and 50% of the water priced above it. The estimation of the median price of water should, therefore include water sold in all types and areas. If, for example, the majority of water is sold by vendors, then, the median price will be the vendors' price. If it is the municipal corporation water, then the corporation price will be the median price.
Gender:	The price of water can have major implications in the households' budgets. In developing countries, since women-headed households constitute the majority in informal settlements, women will be the first to be affected by the high-level prices of water vendors.
Collection level:	<i>city level</i>
Linkages:	indicator 6 (access to water), indicator 7 (household connections), indicator 10 (poor households), indicator 13 (water consumption), qualitative data 4 (local environmental plans).

Indicator 15: **Air pollution**

Reporting chapter: ENVIRONMENTAL MANAGEMENT

Habitat Agenda commitment: Reduce urban pollution

Significance: The production and consumption of energy influences most aspects of urban life. Growing urban populations and levels of industrialization inevitably lead to greater energy demand, which is usually reflected in increasing pollutant emissions. Air pollution is directly linked to energy consumption, environmental policy, city density, transport by motor vehicles, concentration of industries, etc. The combustion of wood and of fossil fuels for domestic heating, for power generation, in motor vehicles and in industrial processes and the disposal of solid wastes by incineration, are generally the principal sources of air pollutant emissions to the atmosphere in urban areas. The most common or damaging air pollutants in urban environments include sulphur dioxide (SO₂), nitrogen dioxide (NO₂), carbon monoxide (CO), ozone (O₃) and lead (Pb).

Definition: number of days per annum that WHO standards are exceeded, and average annual measured concentrations for the following:
(a) sulphur dioxide (SO₂);
(b) ozone (O₃);
(c) carbon monoxide (CO);
(d) nitrogen dioxide (NO₂);
(e) lead (Pb).

Methodology: Pollution is generally measured as the number of days exceeding WHO standards annually (the preferred indicator), or as average annual concentrations. WHO air quality guidelines (below) are health- or environment-based levels but not standards per se. Air quality standards are air quality guidelines promulgated by governments for which additional factors may be considered such as prevailing exposure levels, natural background contamination, environmental conditions such as temperature and humidity extremes, altitude, and socio-economic factors. Particulate matters which are traditionally classified as part of the harmful air pollutants have been excluded from the list since no clear guidelines have been formulated so far.

WHO Air quality guidelines:

Pollutant	Averaging time	WHO guidelines values
sulphur dioxide (SO ₂)	24 hours	125 µg / m ³
nitrogen dioxide (NO ₂)	1 year 1 hour	40 µg / m ³ 200 µg / m ³
ozone (O ₃)	8 hours	120 µg / m ³
carbon monoxide (CO)	8 hours	10 µg / m ³
lead (Pb)	1 year	0.5 µg / m ³

If measuring equipment is in place, then daily measurements should be available. However if no permanent stations are installed but only occasional readings are taken with portable equipment, then only average annual concentrations will be available. Where several measuring stations are in place, readings should be the average of all stations. Measurement modes, as well as number and location of stations should be briefly described in the notes attached to the final results.

Collection level: city level

Linkages: indicator 8 (under-five mortality), urban population growth (indicator 12), transport modes (indicator 19), qualitative data 4 (local environmental plans).

Indicator 16:	Wastewater treated
Reporting chapter:	<i>ENVIRONMENTAL MANAGEMENT</i>
Habitat Agenda commitment:	<i>Reduce urban pollution</i>
Significance:	It has been proved that improvement of water treatment reduces the incidence of a variety of water-borne diseases. A reliable wastewater treatment system is a major indicator of the level of local development and of community health. Water pollution from human wastes is less of a problem in countries that can afford to treat sewage and wastewater, and water pollution can be minimized with adequate investment in treatment systems. The percentage of wastewater treated is a key indicator of water quality management.
Definition:	percentage of all wastewater undergoing some form of treatment.
Methodology:	<p>All forms of treatment include treatment to permit water release into water resources of different levels of environmental sensitivity. They are:</p> <ul style="list-style-type: none"> • Primary treatment which screen and sediment sewage to remove grosser debris. • Secondary treatment which reduce Biological Oxygen Demand (BOD)⁴ to acceptable levels by microbial oxidation using activated sludge or a trickle filter. • Tertiary treatment which reduce BOD still further through microstraining or filtering, the microbial removal of phosphates and nitrates, and disinfection using chlorine or ozone. <p>This information is usually known by municipal authorities and is available from the main water supply and treatment companies.</p>
Gender:	Knowing the level of water treatment is an important information which addresses gender. Women are the primary users of domestic water for cooking, bathing children, etc. The lack of clean water will imply additional domestic treatment in order to avoid potential contamination in the household, in particular through drinking water and food. They will have to make sure that their new-born and young children will have their water safe, which will require an extra burden on them, as well as a cause of daily worry.
Collection level:	<i>city level, national level</i>
Linkages:	indicator 8 (under-five mortality), indicator 6 (access to water), qualitative data 4 (local environmental plans).

⁴ BOD (Biological Oxygen Demand) is the amount of dissolved oxygen required to oxidise or neutralise biodegradable matter in water. High BOD levels represent high amounts of contaminant matter, and the reduction of BOD is a common measure for determining the efficacy of water treatment.

Indicator 17: **Solid waste disposal**

Reporting chapter: *ENVIRONMENTAL MANAGEMENT*

Habitat Agenda commitment: *Reduce urban pollution*

Significance: Many cities generate more solid waste than they can collect or dispose of. Even when municipal budgets are adequate for collection, the safe disposal of collected wastes often remains a problem. Dumping and uncollected landfills are sometimes the main disposal methods in many developing countries; sanitary landfills are the norm in only a handful of cities. Inadequate collection and unmanaged disposal present a number of problems for human health and productivity. Uncollected refuse dumped in public areas or in waterways contributes to the spread of disease.

Definition: **percentage of solid waste:**
(a) disposed to sanitary landfill;
(b) incinerated;
(c) disposed to open dump;
(d) recycled;
(e) burned openly;
(f) other.

Methodology: This information should be available from the municipal bodies, public services and major private contractors dealing with solid waste collection and disposal. When data are not available, provide at least an estimate of the proportion of waste to sanitary landfill and the proportion disposed to open dump.

Collection level: *city level.*

Linkages: indicator 8 (under-five mortality), qualitative data 4 (local environmental plans).

Qualitative data 3:	Disaster prevention and mitigation instruments
Reporting chapter:	<i>ENVIRONMENTAL MANAGEMENT</i>
Habitat Agenda commitment:	<i>Prevent disasters and rebuild settlements</i>
Significance:	With the increasing population living in urban areas, the impact of natural or human-made disasters on people and human settlements is becoming greater. These disasters require specific prevention, preparedness and mitigation instruments which often do not exist in disaster-prone areas because of economic and technical reasons. Major instruments are the existence and application of appropriate building codes, which prevent and mitigate impacts of disasters, and hazard mapping, which inform the policy-makers, population and professional of disasters-prone areas. The existence of disaster insurance is a good indication that codes will be applied.
Definition:	<p>Yes/no answers should be replied to the following questions: In the country and at the city level, are there: (a) building codes (yes/no) ? (b) hazard mapping (yes/no) ? (c) natural disaster insurance for public and private buildings (yes/no) ? <i>(and is disaster insurance compulsory for public building (yes/no) ?)</i></p>
Methodology:	<ul style="list-style-type: none"> • Building codes includes anti-cyclonic and anti-seismic building standards. They should be based on hazard and vulnerability assessment. • Hazard mapping is a simple and effective way of ensuring that hazard are recorded and updated on a regular basis. The maps shall cover the entire city and its boundaries, be available to the public and as recent as possible (less than five years old). • Insurances against natural disasters for public and private buildings do not always exist. When they exist, they are not always compulsory for public or private building. When insurances are compulsory, building codes are more likely to be applied for insurance payment purpose in case of natural disaster.
Gender:	The involvement of both men and women in disaster planning and management should be encouraged. In particular, they should be involved in preparedness planning in such areas as water and food storage, fuel and first aid and in disaster prevention through activities that build a culture of safety.
Collection level:	<i>city level, national level</i>
Linkages:	indicator 12 (urban population growth).

Indicator 18:	Travel time
Reporting chapter:	<i>ENVIRONMENTAL MANAGEMENT</i>
Habitat Agenda commitment:	<i>Promote effective and environmentally sound transportation system</i>
Significance:	Travel time is one of the key performance measures of transportation systems. Long transport time to work is an obvious sign of urban dysfunction, associated with severe traffic congestion, uncontrolled mixes of traffic types, poorly operating public transport networks, lack of adequate local traffic management, accidents and general dissatisfaction of the population who daily commute to their workplace. Reducing travel time has become a real challenge for transport planners of fast growing megacities, where commuters spend sometimes more than one hour in average to reach their workplace.
Definition:	Average time in minutes for a one-way work trip. This is an average over all modes of transport.
Methodology:	This is an average over all modes. It may be necessary to estimate average times for each mode of transport and then make use of indicator 19 (transport modes) to obtain an overall weighted average. Train and bus times should include average walking and waiting times and car times should include parking or walking to the workplace.
Gender:	Mobility is an essential part of daily life and it is the main means of access to city services and social opportunities. Mobility conditions access to employment as well as social integration, and it can become a factor for social discrimination and even exclusion. Women are less mobile: they are less likely than men to have a personal vehicle, public transport networks remain generally inadequate to respond to all men and women and insecurity prevail in certain areas. Women spend generally more time in travel, and use cheaper and slower modes of transportation. It will be useful to obtain the travel time disaggregated by sex. The question will be: how much time do men and women spend for an average one-way trip to work ?
Collection level:	<i>city level</i>
Linkages:	indicator 19 (transport modes).

Indicator 19:	Transport modes
Reporting chapter:	<i>ENVIRONMENTAL MANAGEMENT</i>
Habitat Agenda commitment:	<i>Promote effective and environmentally sound transportation system</i>
Significance:	<p>Transport can play a determining role in the economy and quality of life of cities. Effective and environmentally friendly transportation systems are revealed through measures of the different travel modes used for work trips. Transportation system should be adequately balanced for the several uses required. While transport should be as efficient as possible to ensure the movement of goods and people, as a major consumer of non-renewable energy and a major contributor to pollution, congestion and accidents, an adequate mix of modes is necessary to ensure its sustainability and reduced impacts on the environment. While private motorized transport (cars, motorcycles) has become the major mode in cities at the end of this century, public transport and non-motorized modes of transport should be encouraged, since they are generally affordable, efficient and energy-saving.</p>
Definition:	<p>percentage of work trips undertaken by:</p> <ul style="list-style-type: none"> (a) private car; (b) train, tram; (c) bus or minibus; (d) motorcycle; (e) bicycle; (f) foot; (g) other modes.
Methodology:	<p>When several modes of transport are used for a given trip, the following hierarchy should be employed to determine the principal mode: (1) train; (2) tram or ferry; (3) bus or minibus; (4) car; (5) taxi or motorcycle; (6) bicycle or other non-motorised modes.</p> <p>Data on transport modes are usually obtained through specific transport surveys. These data may be difficult to obtain, especially disaggregated data. If data cannot be provided for the level of detail above, please provide data on : private motorised; train and tram; bus and minibus; non-motorised.</p> <p>If not available, this data should be integrated in future transport surveys.</p>
Gender:	<p>As mentioned in indicator 18, women are generally less mobile than men and are less likely to have a personal vehicle. Public transport networks remain generally inadequate to respond to all men and women and insecurity prevails in certain areas. Studies show that, in many cities, women are more likely to use non-motorised modes, especially walking. It will be useful to obtain percentage of transport modes used disaggregated by sex.</p>
Collection level:	<i>city level</i>
Linkages:	indicator 17 (travel time), indicator 15 (air pollution).

Qualitative data 4:	Local environmental plans
Reporting chapter:	<i>ENVIRONMENTAL MANAGEMENT</i>
Habitat Agenda commitment:	<i>Support mechanisms to prepare and implement local environmental plans and local Agenda 21 initiatives</i>
Significance:	Sustainable human settlements depend on the creation of a better environment, which will improve the living conditions of people. To achieve this, Governments should support mechanisms for consultation and partnership among interested parties, to prepare and implement local environmental plans and local Agenda 21 initiatives, as well as specific cross-sectoral environmental health programmes.
Definition:	<p>Yes/no answers and numbers should be provided for the following questions:</p> <p>Country-level:</p> <ol style="list-style-type: none"> 1. How many cities have established long-term strategic planning initiatives for sustainable development, involving key partners? (number) 2. Is this process institutionalized at the national level and/or has there been any legislative change to support cities to engage in sustainable development planning processes? (yes/no) <p>City-level:</p> <ol style="list-style-type: none"> 3. Has the city established a long-term strategic planning initiative for sustainable development, involving key partners? (yes/no) 4. Is the city implementing local environmental action plans involving key partners? (yes/no)
Gender:	When it comes to environmental planning at the national and local level, it is important to involve key partners, men and women in all the stages of decision-making. Both men and women should be involved on prioritisation, consensus, action plans and institutionalisation. Gender in participatory decision-making can be measured through the four key participatory-decision making developed by UNCHS (Habitat) and proposed as a complementary tool for the Istanbul +5 assessment.
Collection level:	<i>city level, national level</i>
Linkages:	all other indicators of chapter 3 (environmental management).

Indicator 20:	Informal employment
Reporting chapter:	ECONOMIC DEVELOPMENT
Habitat Agenda commitment:	<i>Strengthen small and micro-enterprises, particularly those developed by women</i>
Significance:	The increasing role of the informal sector in a number of economies is a consequence of growth in the labour force without a matching response in the level of formal employment opportunities. The informal sector may generate substantial activity and may constitute a basis for the development of urban economies if adequate policies are in place to enable the sector to perform and expand productively. The informal sector has played an increasing role in the expansion of production in rapidly growing cities in developing countries. The informal sector has great freedom of action, being by definition free of government interference, and will tend to deliver labour resources to productive areas of the economy. The increasing importance of the informal sector would suggest institutional changes for more flexible fiscal policies, better financial credit arrangements for small units of production, and legislation providing limited rights for employees in the sector.
Definition:	percentage of the employed population, men and women, whose activity is part of the informal sector.
Methodology:	As per the currently definition used by the International Labour Office, "The informal sector consists of persons engaged in the production of goods or services with the primary objective of generating employment and incomes to the persons concerned. These units typically operate at a low level of organisation, with little or no division between labour and capital as factors of production and on a small scale. Labour relations - where they exist - are based mostly on casual employment, kinship or personal and social relations rather than contractual arrangements with formal guarantees". ⁵ The informal sector includes, first, all unregistered commercial enterprises, and second, all non-commercial enterprises that have no formal structure in terms of organization and operation ⁶ . The most common sources are labour force surveys and special informal sector surveys, based on a mixed household and enterprise survey approach or an economic census survey approach. Other sources include multi-purpose household surveys, household income and expenditure surveys, survey of household economic activities or household industries, small and micro-enterprise surveys, and official estimates prepared by the cities and countries themselves. In developing countries, where a major part of labour market activities are undeclared or informal, data on the size of the informal sector should be included in the National Accounts to give a full picture of economic activity.
Gender:	In developing countries, evidence suggests that only a few women have access to formal employment and that most of them are vitally dependent on the informal economy for their own and their family's survival. When male unemployment increases and real household income and consumption decline, women's individual and collective coping mechanisms in the informal sector have become crucial to the survival of poor urban households.
Collection level:	<i>city level, national level</i>
Linkages:	indicator 10 (poor households), indicator 12 (urban population growth), indicator 21 (city product).

⁵ILO, *International Conference of Labour Statisticians*, 1987

⁶Sethuraman, The urban informal sector: concept, measurement and policy, *International Labour Review*, July-August 1976.

Qualitative data 5:	Public-private partnerships
Reporting chapter:	ECONOMIC DEVELOPMENT
Habitat Agenda commitment:	<i>Encourage public-private sector partnership and stimulate productive employment opportunities.</i>
Significance:	To establish an effective financial base for urban development, Governments should encourage the formation of new public-private sector partnerships for institutions that are privately owned and managed, but public in their function and purpose (Habitat Agenda, paragraph 158). Public-private partnerships allow a greater flexibility in the management and guarantee a higher level of transparency, efficiency and accountability of their operations. They also allow higher cost-recovery of services.
Definition:	<p>Yes/no answers should be replied to the following questions:</p> <ol style="list-style-type: none"> 1. Have some major public enterprises involving the delivery of services in cities established partnerships with private firms during the last five years at the country level? (yes/no) at the city level ? (yes/no) 2. If yes, how many at the country level (number) ? at the city level (number) ?
Collection level:	<i>city level, national level</i>
Linkages:	indicator 22 (unemployment), qualitative data 4 (transparency and accountability), indicator 24 (local government resources and expenditures).

Indicator 21: City product

Reporting chapter: ECONOMIC DEVELOPMENT

Habitat Agenda commitment: *Encourage public-private sector partnership and stimulate productive employment opportunities*

Significance: Cities have traditionally served as economic centers and have become primary providers of services. They are engines of economic growth and development. Also, cities currently generate more than half of national economic activities worldwide (Habitat Agenda, paragraph 155). Urban productivity, measured through the city product, is an important indicator providing a strong measure of the level of economic development of the city *vis-à-vis* the national level, and informing about the level of investment, the efficiency of public and private enterprises and the generation of productive employment. The city product is essentially the gross national product (GNP) of the city, an estimate of the city level economic output.

Definition: total product of the city as defined in national accounts procedures. It may either be taken as the total income or value-added (wages plus business surplus plus taxes plus imports), or the total final demand (consumption plus investment plus exports).

Methodology: The City Product is calculated using two methods. Method A consists in taking the national product in each industry sector (SITC standard industry classification) and then multiplying it by differential wage rates at the city level, for each industry sector. This method is used when employment by industry sector is known. Method B consists in using the city household income figures and by multiplying by the ratio of GNP to total households income at the national level. This method assumes that the ratio of the GNP to the household income is the same at the city and the national level. So far, this method has been used in most of the cases.

Method A:

The Gross National Product (GNP) by industry sector is contained in National Accounts. These figures should be updated to 1996 values using the USD price index in the Appendix. The classification used here is an abbreviated form of the SITC standard industry classification, which is used for standard national accounting.

The following table should be filled out for each industry sector:

Sector	National product (US\$m) (A)	National employment (B)	City employmen t (C)	Wage ratio (D)	City Product (US\$m) (E)
a. 1.2. Agriculture and mining					
b. 3,4,5. Manufacturing, utilities, construction					
c. 6,7. Wholesale and retail trade, transport and communication					
d. 8. Finance, insurance, real estate and business services					
e. 9. Community, personal and other services, domestic,					
f. Government					
g. Other					
Total					

Definitions:

National Product (GNP) by industry sector is contained in National Accounts. These figures should be updated to 1993 values using the US\$ price index in annexe. The classification used here is an abbreviated form of the SITC standard industry classification, which is used for standard national

accounting⁷.

National and city employment. Economically active persons by industry, preferably including the informal sector. If activity is not customarily defined in these categories, either estimate or group the categories - for example, at the minimum, agriculture, manufacturing, and total service employment are generally known.

Income ratio. If city income and national income are known to be significantly different, then this ratio should be an estimate of average city wage in the industry divided by average national wage (e.g. if city wages are 20% higher, the ratio is 1.2). Otherwise the ratio should be taken as 1.

The city industry product (Column E) is then estimated as

Column (E) = Column (A) x Column (C) x Column (D) / Column (B),

which is the national industry product times the fraction of national employment in the city times the wage ratio.

The final category, Other, cannot be estimated by this method, since it includes items such as ownership of dwellings which do not involve employment. It can be estimated by presuming it is the same fraction of city product as for the national product.

METHOD B:

If industry employment figures are not known, then the city product can be estimated approximately from average household income figures as follows:

City Product = $\frac{(\text{GNP}) \times (\text{number of households in the city}) \times (\text{average household income in the city})}{(\text{total national household income, from national accounts})}$

Gender:

One must keep in mind that what women do is not entirely recorded in this measures, especially in developing countries, where a large part of women's work is not accounted, through informal and unpaid work (not necessarily housework). Therefore, the city product must be carefully interpreted, and one must take into account other qualitative information. Efforts are being made to improve the measurement of women's remunerated and unremunerated contributions to the economy in the system of national accounts⁸ following the Nairobi-forward-looking Strategies for the Advancement of Women⁹. Experimental compilation is still necessary to develop an "augmented" estimate of gross domestic product that takes into account household domestic work and reproduction not included at present. Future development are necessary to develop a measure of the "real" city product taking into account the large non-remunerative contribution of women, which is an important data for analyzing the urban economic activity.

Collection level:

city level.

Linkages:

indicator 12 (urban population growth), indicator 20 (informal employment), indicator 22 (unemployment).

⁷ILO, *International Standard Industrial Classification of All Economic Activities*, Geneva 1968.

⁸United Nations, *1989 World Survey on the Role of Women in Development*. New York: United Nations, 1989, pp. 313-358.

⁹The Strategy states: "The remunerated and, in particular, the unremunerated contributions of women to all aspects and sectors of development should be recognised, and appropriate efforts should be made to measure and reflect these contributions in national accounts and economic statistics and in the gross national product." (Report of the World Conference to Review and Appraise the Achievements of the United Nations Decade for Women: Equality, Development and Peace, Nairobi, 15-26 July 1985 - chapter I, section A, para.120).

Indicator 22:	Unemployment
Reporting chapter:	ECONOMIC DEVELOPMENT
Habitat Agenda commitment:	<i>Encourage public-private sector partnership and stimulate productive employment opportunities</i>
Significance:	<p>Urban economies are integral to the process of economic transformation and development. They are the prerequisite for the creation of a diversified economic base capable of generating employment opportunities. Many new jobs need to be created in urban areas (Habitat Agenda, paragraph 155). Stimulating productive employment opportunities is also part of the general goal of social development. Employment should generate income sufficient to achieve an adequate standard of living for all people, men and women (Habitat Agenda, paragraph 118a). In industrialized countries, unemployment rates are the best-known labour market measures and probably the most familiar indicators of all to express the health of the economy and the success of government economic policy. Unemployment is, however, a formal labour market concept which is often not applicable in developing countries with their large informal sector. Indicator 20 (informal employment) may constitute a better indicator for developing countries.</p>
Definition:	<p>average proportion of unemployed (men and women) during the year, as a fraction of the (formal) workforce.</p> <p>As per the currently definition used by the International Labour Office, the unemployment rate is defined, mathematically, as the quotient resulting from dividing the total unemployed (for a country or a city) by the relevant labour force, which itself is the sum of the employed and the unemployed.</p>
Methodology:	<p>According to the currently used resolution adopted by the 13th International Conference of Labour Statisticians, unemployed persons are defined as those individuals without work, seeking work in a recent past period, and currently available for work.</p> <p>Household labour force surveys are generally the most comprehensive and comparable sources for unemployment statistics. Other sources include population censuses, employment office records and official estimates. In OECD countries, comparability issues have been addressed in published standardised unemployment rates adjusted to ILO concepts.</p>
Gender:	<p>Women's contribution to the economy is measured through their contribution in terms of women's share in the labour force. Women have generally a lower status regarding employment and constitute a smaller part of the work force, they are generally more affected by unemployment.</p> <p>Since the 1970s, the growing participation of women in the labour force has been accompanied by decreasing employment opportunities in agriculture. One of the obvious consequences is the migration of women towards urban areas in search of jobs. In Latin America and East Asia most migrants from rural areas to urban areas are women. Evidence suggests that only a few women have access to formal employment and that most of them are vitally dependent on the informal economy for their own and their family's survival. Many women also join low paid and unskilled jobs. In developed countries, unemployment affects more women than men, and women also join low paid jobs.</p>
Collection level:	<i>city level, national level</i>
Linkages:	indicator 11 (poor households), indicator 12 (urban population growth), indicator 9 (crime rates), indicator 21 (city product).

Qualitative data 6 :	Level of decentralization
Reporting chapter:	GOVERNANCE
Habitat Agenda commitment:	<i>Promote decentralisation and strengthen local authorities.</i>
Significance:	Decentralization is part of the general goal of institutional development. Sustainable human settlements will increasingly depend on the capacity of all levels of government to reflect the priorities of communities, to encourage and guide local development and forge partnerships. This can be achieved through the effective decentralization of responsibilities, policy management, decision-making authority and sufficient resources (Habitat Agenda, paragraph 177). The questions below attempt to determine the level of decentralization and independence of action of local governments. It is considered particularly important that local governments should know what level of funding they will receive from higher governments, either as a formula-driven transfer or as long-term allocation. The viability of the local government may be seriously compromised if its budget is altered mid-term at the discretion of higher-level governments.
Definition:	<p>Yes/no answers should be replied to the following questions:</p> <ol style="list-style-type: none"> 1) Can higher levels of government (national, state/provincial): <ol style="list-style-type: none"> a) Close the local government (e.g. appoint an administrator or a new council, call new elections)? (yes/no) b) Remove councillors from office? (all/some) 2) Can the local government, without permission from higher governments: <ol style="list-style-type: none"> a) Set local tax levels (property tax etc.)? (all/some) b) Set user charges for services? (all/some) c) Borrow funds? (all/some) d) Choose contractors for projects? (all/some) 3) Is the amount of fund transfers from higher governments known in advance of the local budget setting process ? (all/some). If some, what is the percentage known?
Methodology:	These simple questions should help to assess if major responsibilities, policy management, decision-making authorities and resources been decentralised at the local level.
Gender:	<p>In the process of decentralisation, one must ensure that both men and women are given equal opportunities in participating in major responsibilities, policy management, decision-making authorities.</p> <p>Both men and women should be involved on prioritisation, consensus, action plans and institutionalisation. Gender in participatory decision-making can be measured through the four key participatory-decision making developed by UNCHS (Habitat) and proposed as a complementary tool for the Istanbul +5 assessment.</p>
Collection level:	<i>city level, national level.</i>
Linkages:	indicator 6 (access to water), indicator 7 (household connections), indicator 10 (poor households), indicator 16 (wastewater treated).

Qualitative data 7:	Citizen involvement in major planning decisions
Reporting chapter:	GOVERNANCE
Habitat Agenda commitment:	<i>Encourage and support participation and civic engagement</i>
Significance:	<p>To encourage and support participation, civic engagement and the fulfillment of government responsibilities, national Governments, local authorities and/or civil society organizations should put into effect, at appropriate levels, institutional and legal frameworks that facilitate and enable the broad-based participation of all people in decision-making and in the implementation and monitoring of human settlements strategies, policies and programmes (Habitat Agenda, paragraph 182). Participatory mechanisms should ensure that all voices are heard in identifying problems and priorities, setting goals and implementing programmes and projects.</p> <p>Citizen participation in local government is an important part of democracy and self-determination; as well a strong local support base for government is better able to monitor citizen needs, maintain a watchful eye over operations, and represent the wishes of the citizenry.</p> <p>Civic engagement and participation are less effective without well-informed public. Education and the open flow of information are the necessary cornerstones of a democratic society.</p>
Definition:	<p>Yes/no answers should be replied to the following questions:</p> <p>Are cities involving the civil society in a formal participatory process prior to:</p> <ul style="list-style-type: none"> (a) new major roads and highway proposals? (yes/no) (b) alteration in zoning? (yes/no) (c) major public projects? (yes/no)
Methodology:	A formal participatory process might involve: public announcement, receipt and processing of objections, public meetings and consultations, formation of oversight committees involving non-governmental organisations and public representatives.
Gender:	Gender in participatory processes can be measured through the four key participatory-decision making developed by UNCHS (Habitat) and proposed as a complementary tool for the Istanbul +5 assessment.
Collection level:	<i>city level.</i>
Linkages:	qualitative data 8 (transparency and accountability).

Qualitative data 8 :	Transparency and accountability
Reporting chapter:	GOVERNANCE
Habitat Agenda commitment:	<i>Ensure transparent, accountable and efficient governance of towns, cities and metropolitan areas.</i>
Significance:	Ensuring transparent and accountable Governments is part of the general goal of enablement and participation. Governments are committed to the strategy of enabling all key actors in the public, private and community sectors to play an effective role in human settlements and shelter development (Habitat Agenda, paragraph 44). In order to do so, they have committed themselves to the objectives of enabling local leadership, promoting democratic rule, exercising public authority and using public resources in order to ensure transparent and accountable governance of towns, cities and metropolitan areas. Indication that transparency and accountability are ensured can be answered through the existence of regular independent auditing and municipal accounts, publication of contracts and tenders for municipal services, sanctions against faults of civil servants, laws on disclosure of potential conflicts of interest.
Definition:	<p>Yes/no answers should be replied to the following questions:</p> <p>At the city level, are there:</p> <ul style="list-style-type: none"> (a) regular independent auditing of municipal accounts (yes/no); (b) published contracts and tenders for municipal services (yes/no); (c) sanctions against faults of civil servants (yes/no); (d) laws on disclosure of potential conflicts of interest (yes/no).
Methodology:	<p>Auditing of municipal account should be regular (annual or biannual). They should also be conducted by independent auditors.</p> <p>There should be institutionalised mechanisms which ensure that contracts and tenders for municipal services are always published in order to ensure an adequate competitive transparent and open process in contracting.</p> <p>There should also be institutionalised mechanisms which ensure systematic sanctions against faults of civil servants at all levels.</p> <p>Finally, laws should exist on disclosure of potential conflicts of interest. They imply that public offices are in place to disclose wealth and other sources of income.</p>
Gender:	One must make sure that both men and women are involved in existing mechanisms and processes which ensure openness and accountability at the municipal level.
Collection level:	<i>city level.</i>
Linkages:	qualitative data 7 (citizen involvement in major planning decisions).

Indicator 23:	Local government revenue and expenditures
Reporting chapter:	GOVERNANCE
Habitat Agenda commitment:	<i>Ensure transparent, accountable and efficient governance of towns, cities and metropolitan areas.</i>
Significance:	<p>Sustainable human settlements can be achieved through the effective decentralization of responsibilities, policy management, decision-making authority and sufficient resources (Habitat Agenda, paragraph 177). The amount of local government revenue is an important indicator, which determines the level of effectiveness of local authorities. While revenue is an important piece of information which indicates the level of income which municipalities are able to raise from their residents, the business and industries and from higher levels of government, the amount of local government expenditure is another important piece of information on the degree of responsiveness of local government to the infrastructure needs of industries, services and residents. The level of capital expenditure varies dramatically across cities and regions. The outcomes in terms of quality of service provision are obvious. A low level of capital expenditure correlates with a low level of access to services, poor water treatment (indicators 7 and 16) and waste collection, for example. A low level can also indicate that many local services have been privatised. In some cities, the high level of revenue and investment is due to the fact that local governments are responsible for virtually the whole range of local services.</p>
Definition:	total local government revenue from all sources in US dollars annually, both capital and recurrent, divided by population (3 year average) and capital expenditure in US dollars per person, by all local governments in the metropolitan area, averaged over the last three years.
Methodology:	<p>Local government revenue is the total local government sources of funds in US dollars annually, both capital and recurrent, for the metropolitan area, divided by population (three year average). It usually includes:</p> <ul style="list-style-type: none"> • Taxes: municipal rates and levies, any local taxes on the transfer of property, and any other taxes such as entertainment or hotel taxes, motor vehicle taxes, and taxes on business, which do not reflect the direct provision of services. • User charges: local government charges for services provided, such as water, refuse collection, building permits. Betterment levies are also be included. • Other own source: interest and principal received, sales of capital items, but not donations, voluntary contributions or aid. • Transfer: formula driven payments (such as repatriation of income tax) or other grant donations from national or state governments. • Loans: borrowing from all sources, including bonds. • Other may include donations or aid. <p>Separate results by sources of revenue can provide a useful information over time.</p> <p>Capital expenditures include both fixed capital and plant as per the capital account. It should be a three year average because infrastructure investment may be spread over time in an unequal manner. The amount of investment is affected by the ability of local governments to obtain loan finance for capital investments and by grants from higher levels of government.</p>
Collection level:	<i>city level.</i>
Linkages:	Indicator 6 (access to water), indicator 7 (households connections), indicator 21 (city product), qualitative data 5 (public-private partnerships), qualitative data 8 (transparency and accountability).

Qualitative data 9 : Engagement in international cooperation

Reporting chapter: INTERNATIONAL COOPERATION

Habitat Agenda commitment: *Enhance international cooperation and partnerships.*

Significance: The formulation and implementation of strategies for human settlements development are the primary responsibility of each country at the national and local levels, within the legal framework of each country. The overall decline of official development assistance, however, is a serious cause of concern. Innovative approaches and frameworks for international cooperation in the development and management of human settlements must be sought and developed to include the active participation of all levels of governments, the private and cooperative sectors, non-governmental organisations and community based organisations in decision-making, policy formulation and resource allocation, implementation and evaluation.

Definition: Yes/no answers and numbers should be replied to the following questions:

- (1) **Is the country involved in international cooperation ?**
As receiver ?(yes/no)
As donor ? (yes/no)
For donor countries:
- (2) What is the total amount provided to urban areas, in how many countries ?
For recipient countries and cities:
- (3) What is the total amount received by the country ? By the city ?
For all cities:
- (4) Is the city affiliated to one or more international association of local authorities ? (yes/no)
- (5) Is the city involved in direct city to city cooperation ? (yes/no)

Methodology: Parallel to these questions, it might be interesting to assess in which particular areas has international cooperation made progress (capacity building, technology transfers, etc.).

Gender:

Collection level: *National and city level.*

Linkages: *indicator 21 (city product), indicator 24 (local government revenue and expenditure).*

7. Using the Toolkit spreadsheets

The Indicators Toolkit is a user-friendly spreadsheet form in Microsoft Excel format included in the attached diskette (or available on the following homepage:

<http://www.UrbanObservatory.org/indicators>).

It will make reporting an easy process for both cities and countries and will ensure that response are provided in a uniform and comparable format. Unless the city or country is not in a possession a computer with the Excel software (usually a standard programme of all windows systems), it is highly recommended to use the Indicators Toolkit. It will help avoid errors at all levels and in the final global database for Istanbul +5 which should have the best possible results.

Steps for using the Toolkit :

1. Open the toolkit file from the Toolkit diskette. It is called Toolkit.xls.
2. Save the file in a new name on your computer. The name should be the name of the city or the name of the country you want to report on (for example: Nairobi.xls, Kenya.xls).
3. Read carefully the pages entitled 'Presentation' and 'Instruction' in order to get more information on the Toolkit.
4. Go to the third page entitled 'Reporting sheet' and fill the results in the highlighted cells. Do not forget to fill the identification part on the Focal point identification.
5. Print the document and distribute it to a few colleagues and experts for data checking.
6. On a separate page, indicate the sources and methods used for each of the 23 indicators and qualitative data.
7. Save the toolkit file with your results on a diskette on which you indicate the name of the city and country.
8. Send it to the Urban Indicators Programme, Nairobi, either as an email attachment (preferably) or by mail to the address mention below. Do not forget to attach your page on the sources and methods used for the results.

8. Indicators reporting timeline

Consistent with the Istanbul + 5 timeline, **indicators reporting deadlines** are the following:

4 October 1999	Indicators Guidelines officially released
1 February 2000	Initiation of data collection at the city and country level
1 June 2000	Deadline for submission of indicators reports

1 July 2000	Final urban data sets compiled for country workshops
September 2000	Indicators incorporated into country reports for regional meetings
March 2001	Habitat synthesis of indicators results for the General Assembly
June 2001	Istanbul +5 special session of the United Nations General Assembly

9. ANNEXES

a) Adjusting Money quantities to US dollars

Conversions to 1993 and 1998 dollars from local currencies in different years can be done by using International Financial Statistics Yearbook 1993 and 1998, International Monetary Fund. For each country, a yearly average exchange rate is given in line *af* or *ah* of the country table. The amount in USD can be calculated by dividing the local currency amount by *af* or multiplying by *ah*, depending on which is quoted, for that year. This should then be converted to 1993 and 1998 dollars by dividing by the US consumer goods price index, which is quoted in the following tables.

Adjusting to 1993 US\$

Year	Price index
1987	0.842
1988	0.864
1989	0.913
1990	0.962
1991	0.981
1992	0.989
1993	1.000

Adjusting to 1998 UD\$

Year	Price index
1992	0.990
1993	0.998
1994	0.981
1995	0.969
1996	0.995
1997	1.010
1998	1.000

For example, if the median annual household income in Nairobi, Kenya was found to be 22000 Kenya shillings in 1989, the conversion rate in line (*af*) for Kenya was 21.6 Ksh/ \$ in that year, so that the annual income in 1993 values was $22000 / 21.6 = \$ 1019$. Converting to 1993 values, the annual income was $1019 / 0.913 = \$ 1116$.

10 General definitions

Adult population: for employment indicators, this should be taken as persons of 15 years of age or more. In other indicators relating to family type, the term should refer to persons having reached majority or voting age, or defined as adult for census purposes.

Economically active population comprises all persons over 15 years of age who furnish the supply of labour for the production of economic goods and services. The production of economic goods and services includes all production and processing of primary products, whether for the market, for barter or for own consumption, the production of all other goods and services for the market, the corresponding for own consumption. Economically active population includes all persons who are either employed or unemployed¹⁰.

Head of household: The notion of head of household assumes that most households are family households (in other words, that they consist entirely, except possibly for domestic servants, of persons related by blood, marriage or adoption) and that one person in such family household has primary authority and responsibility for household affairs and is, in majority of the cases, its chief economic support. This person is then designated as the head of household¹¹.

Household: a person or group of persons who make common provision for food or other essentials of living, and often share a common budget. A group of people who eat one meal together daily may be considered a household. This definition includes domestic servants.

Household income: the total income from all sources of all household members, including wages, pensions or benefits, business earnings, rents, and the value of any business or subsistence products consumed (e.g. foodstuffs). Payments such as allowances or board from one household member to another should not be counted twice.

Metropolitan area: the politically defined urban area for planning or administrative purposes which combines all local jurisdictions normally regarded as part of the greater urban area.

Urban: the classification 'urban' is based on the definition applied in national statistical practices and exercises.

Urban agglomeration: defined as the city proper along with the suburban fringe and any built-up, thickly settled areas lying outside of, but adjacent to, the city boundaries.

Women-headed households: a household headed by a woman, i.e. who has the primary authority and responsibility for the household's affairs, usually as chief economic support (see above definition of head of household). However, in most countries, women are not usually enumerated as heads of households unless they are either living alone (that is, in one-person household) or there is no adult male in the household.

¹⁰International Labour Office, *Yearbook of Labour Statistics*, Geneva 1992, p.3.

¹¹ Principles and Recommendations for Population and Housing Censuses, Revision 1, United Nations, New York, 1998.

**For more information on the Indicators Toolkit,
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