

## **The sixth meeting of the ad hoc working group on the stakeholder engagement policy**

**Monday, November 7<sup>th</sup>, 2022**

### **UN-Habitat Stakeholder Engagement Policy Draft 1.0**

#### **1. Introduction**

- 1.1 This stakeholder engagement policy only applies to stakeholder engagement in UN-Habitat intergovernmental processes involving the UN-Habitat Assembly and its subsidiary organs. The UN-Habitat partnership strategy, implementing partners' policy and standard operating procedures, and other legal instruments provide for stakeholder engagement in UN-Habitat programmes. This policy responds to UN-Habitat Governing Council resolution 26/7, UN-Habitat Assembly decision 1/3, as well as UN-Habitat Executive Board decision 2020/6.
- 1.2 UN-Habitat is mandated by the United Nations General Assembly to promote sustainable cities and human settlements and adequate shelter for all. It is the focal point and coordinating agency for sustainable urbanization, and the custodial agency for the New Urban Agenda. In fulfilling its functions, UN-Habitat works with local and regional governments, major groups, and other stakeholders.
- 1.3 The UN-Habitat Assembly and its subsidiary organs, and the Executive Director, are mandated to support the participation of stakeholders as they deliberate and make decisions regarding UN-Habitat policies and programmes<sup>1</sup>. Expert advice, sharing of lived experiences, and scientific contributions to discussions are all examples of stakeholder engagement.
- 1.4 While input from stakeholders can provide valuable contributions to the intergovernmental process, decision-making within UN-Habitat remains the prerogative of member states. Intergovernmental decisions will have broader recognition and support by the public if stakeholders' views are considered in agenda setting, policy-making, and decision-making processes, as well as implementation.
- 1.5 Stakeholders may organize themselves to facilitate their contributions during sessions of the UN-Habitat Governing Bodies. Such an arrangement, hereinafter referred to as a Stakeholder Engagement Mechanism (SEM), will be self-organized and must adhere to the principles outlined in this policy and be guided by the Rules of Procedure of the UN-Habitat Assembly.
- 1.6 This policy is aligned with relevant UN-Habitat and UN regulations and rules and builds on the experience of UN-Habitat at all levels.

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<sup>1</sup> Rules 10.5, 65-69 of the UN-Habitat Assembly, and Rule 17.3 of the UN-Habitat Executive Board.

## **2. Purpose of the Policy**

- 2.1 The purpose of the policy is to ensure informed and meaningful stakeholder engagement and participation in UN-Habitat intergovernmental processes, with an emphasis on stakeholder contribution to support Member States and UN-Habitat in policy development and decision-making in an inclusive and continuous way.
- 2.2 Stakeholder engagement contributes to building support for implementation of the decisions, recommendations, strategic plans, and work programmes approved by the UN-Habitat governing bodies. It also facilitates the implementation of the mandates coming from the United Nations General Assembly and the Economic and Social Council (ECOSOC) in relation to UN-Habitat's mandate and work.

## **3. Guiding Principles**

3.1 Stakeholder engagement in UN-Habitat intergovernmental processes is guided by the following overarching guiding principles:

- a. Demonstrate benefits to housing and sustainable urban development; be relevant to UN- Habitat mandates; and the stakeholder's organizational objectives aligned with the purposes, spirit, and principles of the United Nations Charter<sup>2</sup>.
- b. Contribute to agenda setting in accordance with Rule 10.5 of the UN-Habitat Assembly rules of procedure and to decision-shaping in support of member states in a continuous way during sessions and intersessional periods of UN-Habitat governing bodies.
- c. Facilitate stakeholder access to public documents and information on intergovernmental sessions and processes shared with member states in a timely manner.
- d. Promote respect for diversity of views, equality, non-discrimination, and self-organization, and demonstrate a fair, transparent, open, accountable, and accessible stakeholder engagement process, involving stakeholders working at international, regional, national, and local level, with particular attention being paid as far as possible to stakeholders from developing countries, and stakeholders with special knowledge and expertise<sup>3</sup>.
- e. Be effectively and efficiently managed with a view to promoting improvements to current engagement practices, including by exploring innovative tools and mechanisms.

3.2 Decision-making within UN-Habitat is the prerogative of member states.

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<sup>2</sup> ECOSOC Resolution 1996/31 Consultative relationships between the United Nations and non-governmental organizations paragraph 3.

<sup>3</sup> ECOSOC Resolution 1996/31, para.5.

#### **4. Definition of Stakeholders**

4.1 For purposes of this policy, stakeholders are non-members of the UN-Habitat Assembly identified in rules 66 – 69 of the UN-Habitat Assembly rules of procedure, provided they support or work in the field of housing and sustainable urban development and also support the work and mandate of UN-Habitat; namely, international, regional, and national organizations; local and regional governments of nations recognised by the United Nations, through their organized constituency of networks and associations; and the major groups and other stakeholders defined below, as well as UN-Habitat established advisory boards and professional networks.

4.2 Major groups and other stakeholders consist of 18 groups:

Nine major groups that were formalized by Agenda21 at the Earth Summit in 1992: Women; Children and Youth; Indigenous People; Non-Governmental Organizations (also known as civil society organizations); Local Authorities (currently referred to as local and regional governments); Workers and Trade Unions; Business and Industry; Scientific and Technological Community (the group also includes academia and research); and Farmers.

Nine additional stakeholders that were recognized by the Habitat Agenda, adopted in 1996, at the second UN conference on human settlements (Habitat II), and by the New Urban Agenda, adopted in 2016 at Habitat III, consist of: Foundations and Philanthropists; Parliamentarians; Professional Organizations; Persons with Disabilities; Older Persons; Media; Grassroots and Informal Sector Organizations; Migrants and Refugees; and Volunteer Organizations.

4.3 UN-Habitat ensures geographical representation of stakeholders that engage in the intergovernmental process by mobilizing participation across all regions and engaging with associations that have networks at national, regional, and global levels.

#### **5. Accreditation, criteria, and process (Placeholder)**

#### **6. Benefits for accredited stakeholders**

6.1 All accredited stakeholders enjoy the same privileges, to include the following:

- a. Participation in public meetings of the UN-Habitat Assembly and its subsidiary organs.
- b. Availability of designated seats in public meetings of the UN-Habitat Assembly and its subsidiary organs.
- c. An invitation to make statements during public meetings of the UN-Habitat Assembly and its subsidiary organs. The Presidents or Chairpersons are encouraged to provide opportunities to speak on the relevant agenda items.
- d. Publication of written statements made by accredited stakeholders during intergovernmental meetings.

- e. Access to public information and documents of the UN-Habitat Assembly and its subsidiary organs. The UN-Habitat Secretariat will make every effort to provide access to these documents in a timely manner.
- f. Contribution to agenda setting by written submissions to the Executive Director for consideration and onward transmission to the Bureaus of the relevant governing bodies.
- g. Structural and inclusive dialogue with the leadership of UN-Habitat governing bodies.
- h. Creation of cross-linkages with stakeholders working on other global commitments and in areas relevant to UN-Habitat work, for example, climate change, disaster risk reduction and resilience, financing of urban infrastructure, housing, and localization of Sustainable Development Goals and the New Urban Agenda.
- i. The wider dissemination of and adherence by stakeholders to UN-Habitat's policies, norms, and standards.
- j. Support for implementation, monitoring and accountability for norms and standards.

## **7. Responsibilities and obligations of accredited stakeholders**

7.1 Effective stakeholder engagement comes with the responsibility and obligations of accredited organizations. These include:

- a. Respect for the Rules of Procedures of the UN-Habitat Assembly and its subsidiary organs, and to the guiding principles laid out in this policy.
- b. Compliance with registration requirements and seating arrangements for each meeting.
- c. Regular communication with UN-Habitat and exchange of information, including reporting on activities relevant to UN-Habitat's mandate and programme of work every four years.
- d. Support the development, implementation, and operationalization of an inclusive Stakeholder Engagement Mechanism while adhering to the guiding principles, particularly self-organization, transparency, responsibility, and accountability.
- e. Commitment to cooperation, collaboration, and coordination while respecting their specificities.
- f. Provision of feedback on stakeholder engagement in intergovernmental processes through stakeholder satisfaction surveys, focused group discussions, consultations, and other means as necessary.

## **8. The role of UN-Habitat**

8.1 UN-Habitat will mobilise and facilitate all relevant stakeholder organizations to engage in intergovernmental processes individually and collectively. UN-Habitat's contribution will include:

- a. Regular consultations and liaison with the stakeholder engagement mechanism on matters of governing bodies, including information sharing and dissemination, development of policies, strategic plans, annual work programmes and analytical reports.
- b. Facilitate stakeholders' accreditation and registration for participation in the public meetings of the UN-Habitat Assembly, Executive Board, Committee of Permanent Representatives, and related working groups, including the Working Group on Programmes and Budget.
- c. Mobilisation and facilitation of stakeholder engagement and participation through:
  - (i) Special dialogues
  - (ii) Expert Group Meetings
  - (iii) Surveys
  - (iv) Advocacy campaigns and initiatives.
- d. Support the convening of the global stakeholder forum prior to the UN-Habitat Assembly, regional stakeholder forums, and annual global stakeholder consultations organized just before the UN-Habitat Assembly and subsidiary organs and relevant regional meetings, where appropriate.
- e. Promote monitoring, accountability, reporting, harnessing and dissemination of lessons learned on stakeholder engagement and participation in UN-Habitat policy related work.
- f. Facilitate a review and update of stakeholder engagement policies as appropriate.
- g. Dedicate a unit/section which also serves as the Secretariat and an internal focal point for stakeholder engagement in intergovernmental processes.
- h. Engage accredited stakeholders during intersessional periods through stakeholder representatives and other designated advisory groups and committees within the context of this policy and related stakeholder engagement mechanism.

## **9. Funding**

9.1 The UN-Habitat work programme and budget will include the funding requirements for stakeholder engagement, including financing activities related to the implementation of this policy.

- 9.2 Funding will be allocated over a time period consistent with the strategic plan for resources like personnel, publications, event organization, and knowledge product production.
- 9.3 UN-Habitat, with the support of stakeholders, member states, and others interested in enhancing stakeholder engagement in intergovernmental processes and policy work, will make concerted efforts to raise adequate funds through budgetary and extra-budgetary resources.
- 9.4 Member states are invited to provide financial resources for the implementation of this policy or take initiatives to support the participation of stakeholders, particularly those from developing countries, in relevant processes.

**References:** *[Note: This is not part of the draft policy]*

1. ECOSOC Resolution 1996/31 Consultation between the United Nations and Non-governmental organizations - chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/http://csonet.org/content/documents/199631.pdf
2. UN-Habitat Assembly Rules of Procedure
3. UN-Habitat Executive Board Rules of Procedure
4. Accreditation procedure draft 08May 2019 – Chair’s draft (005)
5. UNCTAD Partnering with Civil Society: chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://unctad.org/system/files/official-document/osgciomisc2014d3\_en.pdf
6. EU Joint Evaluation: Civil Society Engagement in Policy Dialogues, 2012.
7. AfDB CSO Committee TORs
8. GA Resolution 67/290 Format for HLPF.
9. UNAIDS Guidance for Partnerships- Civil Society 2011
10. WHO Basic documents, 49<sup>th</sup> Edition 2020
11. WHO Stakeholder Engagement Framework 2016.
12. FAO Rules of Procedure
13. ILO Guide to participation in general conference.
14. World Bank Civil Society Engagement
15. [Modalities for Stakeholder Engagement in the high level political forum \(civicus.org\)](http://civicus.org)