

LM/6-E

PN-ABR-055

56998

LOCAL DEVELOPMENT II URBAN PROJECT

Submitted to
USAID / CAIRO

Submitted by
WILBUR SMITH ASSOCIATES

In association with

**PUBLIC ADMINISTRATION SERVICE
DEVELOPMENT CONSULTING OFFICE**

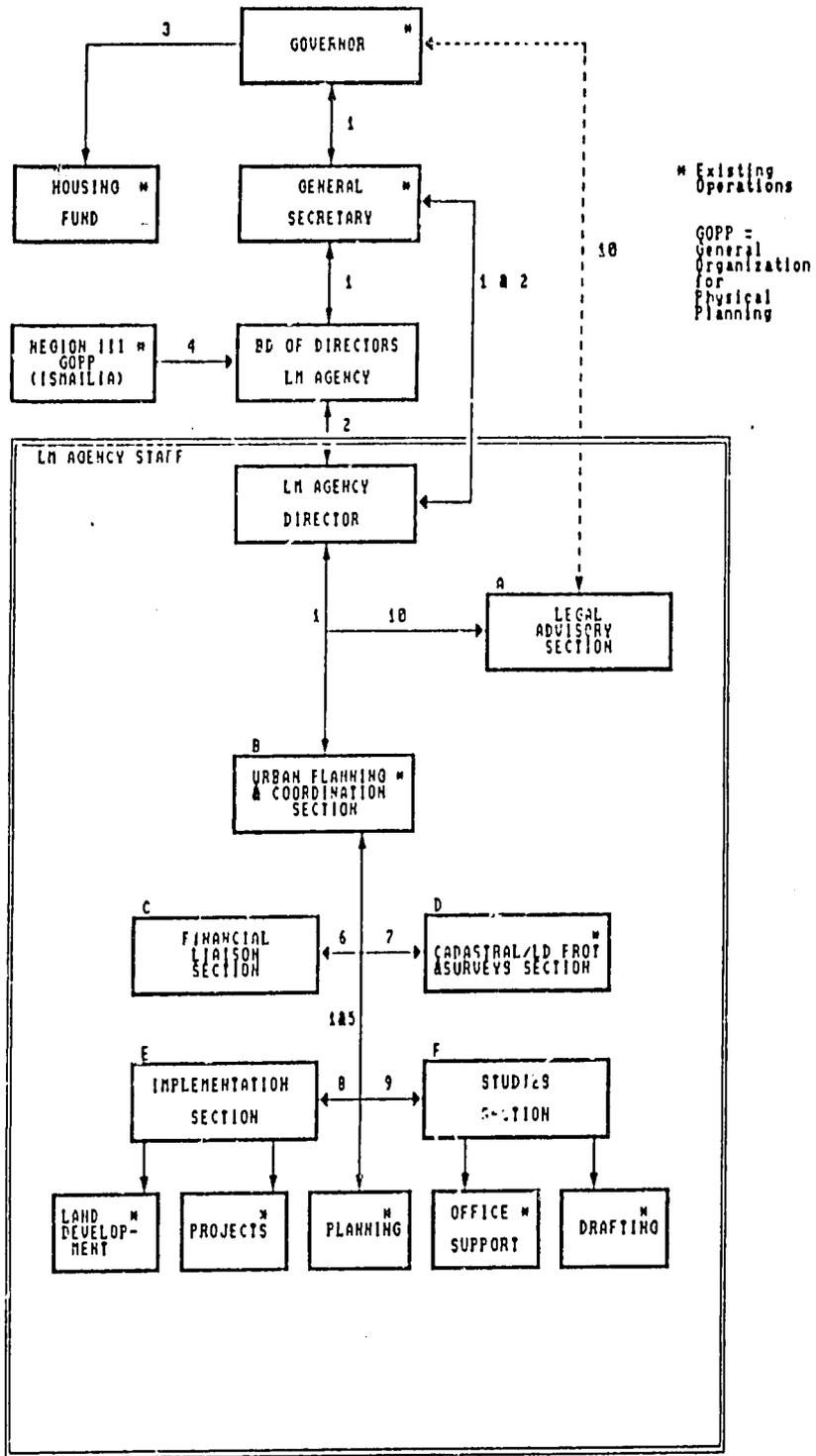
**DELOITTE AND TOUCHE
ENGINEERING AND GEOLOGICAL
CONSULTING OFFICE**

**ALTERNATIVE OPTIONS FOR ESTABLISHING
A LAND MANAGEMENT AGENCY
IN SUEZ GOVERNORATE**

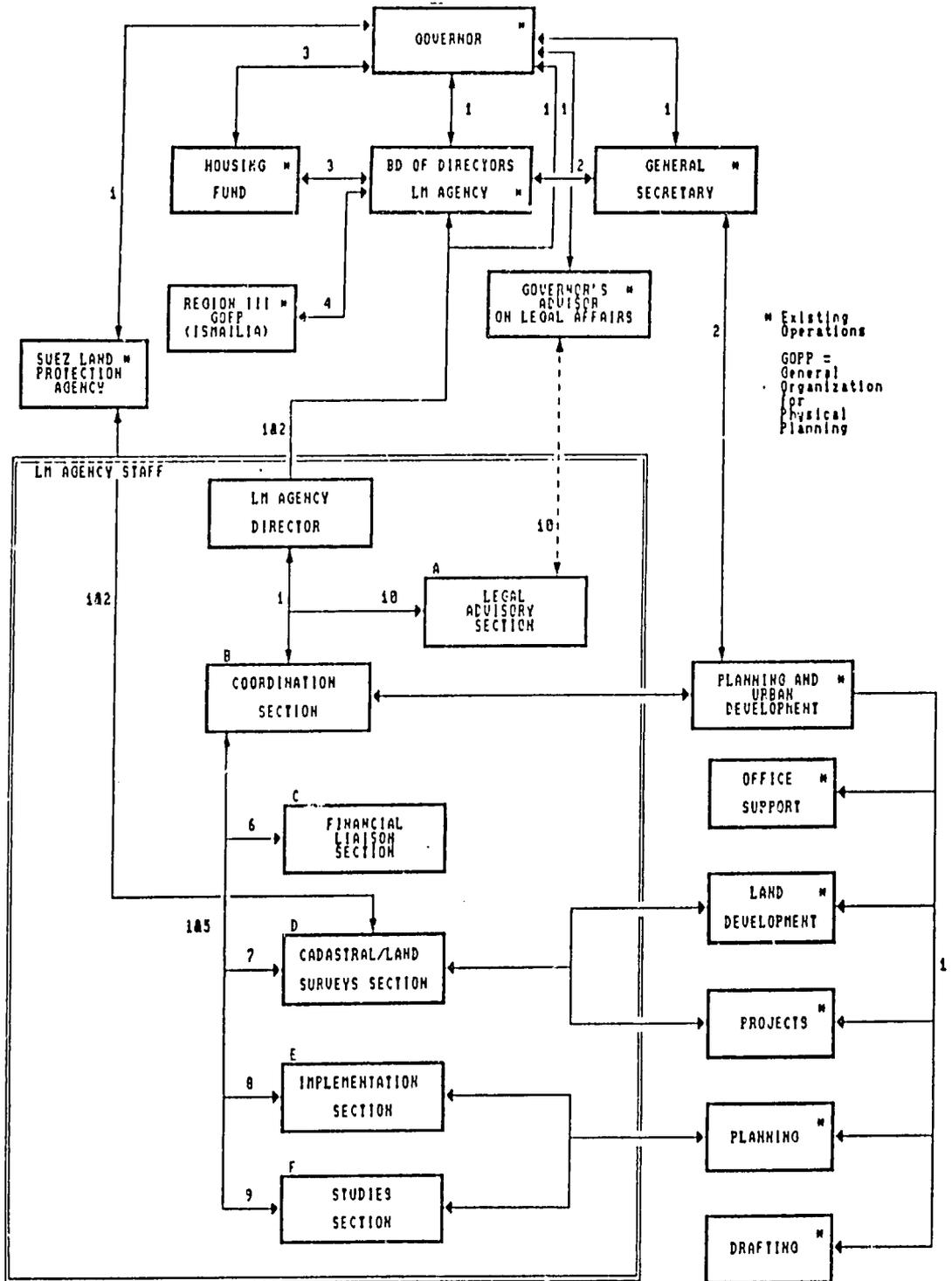
January, 1989

- OPTION 2 -

LAND MANAGEMENT AGENCY ORGANIZED AROUND EXISTING OPERATIONS
(SUEZ GOVERNORATE)



- OPTION B -
 LAND MANAGEMENT AGENCY COMPLEMENTS EXISTING OPERATIONS
 (SUEZ GOVERNORATE)



* Existing Operations
 GOPP = General Organization of Physical Planning

GENERAL FUNCTIONAL RELATIONSHIPS
(For Both Options A & B)

1. Reporting responsibility and general guidance.
2. Supervision and Board Membership.
3. Surplus funds deposited; start-up loans; land allocation and serviced sites provided at direction and approval of Governor.
4. General technical input and review of land management proposals and Board representation.
5. Insure concurrence with Master Plan through coordination and general planning guidelines; develop and recommend general strategies for land management to Agency Director.
6. Assist in fund raising activities and identification of criteria of funding organizations to obtain funding.
7. Coordination in land tenure status, development of data bank; and land surveys as appropriate.
8. Coordination in resolution of land tenure problems and implementation matters related to site development or upgrading issues.
9. Prepare preliminary feasibility studies and initial reviews of target site areas.
10. Advise on legal issues affecting land tenure status and follow-up; agreements with contractors/consultants and other legal problems.

SUGGESTED DETAILED OUTLINE OF FUNCTIONAL ACTIVITIES BY SECTION

● Section A Activities:

- Gathers laws and decrees relevant to land development and land protection.
- Designs legal systems and regulations for land protection.
- Provides legal opinions on land development and land protection.
- Resolves disputes on land tenure.
- Drafts contracts with consultants, contractors, and developers.
- Assists in negotiations with funding agencies, consultants, contractors and developers.

● Section B Activities:

- Attends proposed land management Board of Directors committee meetings and outlines land development strategies.
- Coordinates with GOPP concerning the Governorate's Master Plan.
- Prepare implementation schedules for the extension of basic services in accordance with the general plan for urban expansion and general upgrading plans for low-income communities.
- Prepares Suez's Land Development and Upgrading Annual Action Plans.
- Selects sites and conducts preliminary site evaluations.
- Presents the study results to the following entities:
 - The Board of Directors for land management;
 - GOPP; and the
 - Housing Directorate
- Prepares the Land Management Agency annual budget.
- Identifies communities in need of upgrading.

● Section C Activities:

- Coordinates fund raising activities for funding studies and site servicing.
- Prepares periodical financial reports on LMU progress.
- Assists in the preparation of the annual financial plan.
- Identifies and maps vacant land within city boundaries owned by the governorate.

- Surveys and maps vacant land owned by the governorate and encroached upon by individuals.
 - Collects and files land use data statistics.
 - Collects and files upgrading data statistics.
 - Monitors and files documents related to land and its future plans for development.
 - Monitors and files data updates related to land use and land tenure.
 - Undertakes a land protection plan in coordination with utilities police, and other authorities.
 - Undertakes a plan to free government land from encroachment.
 - Participates in land sale and title transfer procedures.
 - Follows-up on revenue collection from land sales.
- Section E Activities:
 - Supervises contractors activities in site preparation and servicing.
 - Assists studies section in the preparation of Terms Of Reference's, specifications and bill of quantities for services contracts.
 - Prepares periodical reports on site servicing.
 - Assists in site surveying as appropriate.
 - Assists coordination section in site evaluation and analysis.
 - Follows-up on sites under development and prepares periodical progress reports.
 - Assists coordination section in coordinating with central agencies for services such as sewerage, water, electricity ... etc.
 - Section F Activities:
 - Conducts preliminary site investigations.
 - Prepares Terms Of Reference's (TOR's), specifications and bills of quantities for consultants, contractors and developers.
 - Organizes bidding among consultants, contractors and developers.
 - Reviews and supervises consultant activities.
 - Opens bids and selects best bidders.
 - Plans Planning and Upgrading Studies.
 - The liaison office in seeking funding for site studies and site