

**UN Economic Commission for Europe (UNECE)  
COMMITTEE ON HOUSING AND LAND MANAGEMENT**

**WORKING PARTY ON LAND ADMINISTRATION**

**Seventh session**

Geneva, 30 June and 1 July 2011  
Item 6 of the provisional agenda

**Informal notice 1**  
ENGLISH ONLY

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**REPORT ON THE COMPREHENSIVE REVIEW OF THE ACTIVITIES  
OF THE WORKING PARTY  
AND THE EVALUATION OF THE ACTIVITIES  
OF THE REAL ESTATE MARKET ADVISORY GROUP**

**Draft, Revised Terms of Reference for the Working Party on Land Administration and  
the Real Estate Market Advisory Group**

Note by the secretariat

*Introduction*

As outlined in the guidelines for the establishment and functioning of working parties within the United Nations Economic Commission for Europe (ECE/EX/1), the mandate of a Working Party is reviewed every five years by the parent Committee. The work of advisory groups is reviewed by the parent intergovernmental body every two years.

The present note contains draft, revised terms of reference for the Working Party on Land Administration (annex I) and the Real Estate Market Advisory Group (annex II), which incorporate amendments and comments submitted by the Bureau of the Working Party and members of the Advisory Group. As part of the review of the terms of reference, the following aspects have been taken into account:

- (a) The outcome of the sixty-fourth session of UNECE (29-31 March 2011), which encouraged the Committee to consider land administration and real estate markets as key components of its work;
- (b) The outcome of the Committee on Housing and Land Management Bureau meeting (13 April 2011), which suggested further strengthening the Advisory Group and its future activities, as well as changing its reporting lines to the Committee;
- (c) The possibility of broadening the areas of work of the Advisory Group to better link these activities to the work on housing.
- (d) The proposals on future activities, composition of the Advisory Group, etc., based on the outcomes of the evaluation.

At its seventh session, the Working Party is expected to review, possibly suggest amendments and endorse new terms of reference for the Working Party and the Advisory Group, to be submitted for approval to the Committee at its seventy-second session.

## Annex I

### **TERMS OF REFERENCE OF THE WORKING PARTY ON LAND ADMINISTRATION FOR THE PERIOD 2011-2015**

1. The Working Party on Land Administration operates under the auspices of the UNECE Committee on Housing and Land Management. Its members are the national land-administration authorities and related authorities from the member States of UNECE.
2. The overall goals of the Working Party are the promotion and improvement of land administration and land management in the UNECE region. The Working Party aims at supporting security of tenure, introducing and improving cadastre and land registry, and developing real estate markets.
3. The activities of the Working Party are based on cooperation and the exchange of experience among all countries of the UNECE region. This is done through: seminars and workshops organized in UNECE member countries; land-administration reviews; participation in the development of country profiles on the housing sector organized by the Committee on Housing and Land Management; publication of studies and guidelines on specific land-administration and land-management topics; benchmarking and preparation of inventories of land-administration systems in the UNECE region; and the provision of policy advice and expert assistance. In particular, the Working Party deals with:

(a) Land Administration:

General task: Improving the acquisition, registration, storage, maintenance and dissemination of information on real property rights as well as the geometric and physical characteristics of land.

Activities: Documentation of ownership rights, leases and mortgages, land cover, land-use and land-use restrictions, geo-referenced addresses; transfer of ownership rights; adjudication of land rights; solving of land disputes; cadastral mapping; database activities; real property valuation; personal data protection; re-use of land-administration public data; and other related activities. Pricing of services; cost-recovery requirements; development of professional skills; taxation of land and real properties; monitoring of real estate markets; development of e-services; participation of land-administration authorities in e-government programmes.

(b) Land management:

General task: Contributing to the formulation, implementation and monitoring of land policy and geo-data policy (including related financial policy issues); promotion of sustainable land management programmes and projects.

Activities:

Providing advise in support of implementation of geo-spatial data policy; Contributing to sustainable development of urban and rural areas with particular focus on land consolidation, the protection of natural resources and the further strengthening of good governance.

4. The Working Party shall periodically review its programme of work to ensure coherence of its activities with the work of the Committee on Housing and Land Management and within the overall objectives of UNECE.

5. The Working Party coordinates its activities in close contact with other international governmental and non-governmental organizations active in related fields, such as the United Nations Programme on Human Settlements (UN-HABITAT), other United Nations regional commissions, the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP), the European Union institutions concerned with land management activities (e.g. the INSPIRE Initiative, the EULIS Project), the International Federation of Surveyors (FIG), the Permanent Committee on Cadastre (PCC), the International Centre of Registration Law (CINDER), the European Umbrella Organisation for Geographic Information (EUROGI), EuroGeographics and the European Land Registry Association (ELRA).

6. The Working Party cooperates with international financial and donor organizations that fund programmes and projects related to land administration in countries of the UNECE region, such as the European Union, the European Bank for Reconstruction and Development, and the World Bank.

7. The Working Party encourages partnership among the public and private sectors and their involvement in managing land resources and capacity-building for sustainable development. The Working Party encourages cooperation with educational institutions in order to enhancing capacity-building activities.

## Annex II

### **TERMS OF REFERENCE OF THE REAL ESTATE MARKET ADVISORY GROUP**

#### **1. Mandate**

1. The Real Estate Market Advisory Group (REM) is an advisory body to the Committee on Housing and Land Management. It also provides advice to the Working Party on Land Administration.

2. The objective of the Advisory Group is to support improved planning and implementation by Member States in the areas outlined below, based upon policy tools and recommendations issued by the Committee and the Working Party and supported by the Advisory Group

- (a) Integrated legal frameworks for the real estate sector
- (b) Efficient land register and cadastre
- (c) Efficiency of services
- (d) Prerequisites for development of sound real estate markets
- (e) Good governance
- (f) Sustainable financing
- (g) Transparency and advanced financial products
- (h) Property valuation
- (i) Social housing
- (j) Training and capacity-building.

3. The Advisory Group creates no additional financial implications for the United Nations.

#### **2. Activities**

4. The activities of the Advisory Group include:

- (a) To advise the Committee and the Working Party on their activities and UNECE member States on practical arrangements for the implementation of policy recommendations and specific activities to achieve optimal results at the country level in the areas listed above;
- (b) To contribute to the work of the Committee and the Working Party through capacity-building activities and dissemination of information, good practices and know-how in UNECE member countries on the above policy areas as linked with practical activities and projects in individual countries;
- (c) Expand the network of experts available to support relevant activities through networking with global and regional financial institutions, lender and donor organizations, non-governmental organizations and the business community, with a view to making its activities and assistance to UNECE member countries more efficient and practical.

5. The Advisory Group will also, according to the needs expressed by Member States and the decisions taken by the Committee:

(a) Provide practical advice on the challenges addressed by the Committee and the Working Party to improve the environment for real estate investments, real estate markets and housing development;

(b) Promote policy frameworks and best practices that support sustainable real estate markets including best practices in promoting investment in national real estate sectors in individual countries;

(c) Undertake studies and advisory missions, organize seminars and training workshops, draft policy models and guidelines, collect data, and provide information and training kits;

(d) Assist countries in training and capacity-building within the real estate and land administration sectors. When appropriate, participate as an expert in advisory missions and in workshops, and provide expertise for preparing documentation and studies;

(e) Promote public-private partnerships in land administration;

(f) Collect good practice of experiences on land administration reform in the UNECE region.

6. The activities of the Advisory Group contribute to the programme of work of the Committee and the Working Party. The Advisory Group may put forward proposals for activities within this framework according to its terms of reference. The final decision on activities to be carried out by the Advisory Group remains with the Committee. The Committee is expected to benefit from the additional expertise on real estate markets that will be provided.

### **3. Membership and composition of the Advisory Group**

7. The Advisory Group consists of experts from the private sector, financial institutions, non-governmental organizations, and professional associations dealing with the promotion of the real estate market, financial services and land administration. The Bureau of the Committee invites experts to become members of the Advisory Group in their personal capacity; the Advisory Group can propose suitable candidates.

8. The composition of the Advisory Group be in line with the following rules and principles:

(a) The Advisory Group should consist of not more than nine people, who will be invited in their personal capacity; initially the Advisory Group can be based on the current six members;

(b) Functional and geographical representation should be considered in the selection process;

(c) A Chair and one or two vice-chairpersons will be elected;

(d) The composition should relate to the substantive needs of the Committee, as reflected in its programme of work;

(e) Experts from non-governmental organizations and the private sector are eligible to become members.

#### **4. Modalities of operation**

9. The Advisory Group operates in accordance with the guidelines for the establishment and functioning of teams of specialists within UNECE (ECE/EX/2/Rev.1). It has a two-year duration, which can be extended after the Committee has carefully evaluated a report on the activities carried out during the reporting period and the need for any future activities.

10. The Advisory Group reports to and is supervised by the Committee. It works in close cooperation with the secretariat and the Bureau of the Committee and participates in Bureau meetings as observers. Attendance at such meetings is normally delegated to the Chair and/or vice-chairpersons of the Advisory Group. Other members will be invited as necessary. The secretariat provides the necessary administrative support to the Advisory Group's activities once they have been agreed by the Committee.

11. The Advisory Group identifies resources required for implementing its work plan; for this purpose it may raise funds and/or solicit contributions in kind to support its activities, in compliance with United Nations rules and regulations.