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ECONOMIC COMMISSION FOR EUROPE

COMMITTEE ON HUMAN SETTLEMENTS

Working Party on Land Administration

Third session

(Geneva, 17-18 November 2003)

PROVISIONAL AGENDA FOR THE THIRD SESSION

to be held at the Palais des Nations, Geneva,
starting at 10 a.m. on Monday, 17 November 2003

1. Adoption of the agenda.
2. Matters arising from the sixty-third (ECE/HBP/127) and sixty-fourth sessions of the ECE Committee on Human Settlements, and the fifty-eighth session of the Economic Commission for Europe (HBP/WP.7/2003/6).
3. In-depth discussions on:
 - (a) Current trends and policies in land administration in the ECE countries;
 - (b) Raising the public profile of the land administration work.
4. Review of work accomplished or in progress:
 - (a) Programme of workshops;
 - (b) Land administration reviews;
 - (c) Survey of restrictions on the ownership, leasing, transfer and financing of land and other real property in Europe and North America;
 - (d) Guidelines on public access to data;
 - (e) Guidelines on real estate units and identifiers;
 - (f) Public/private partnership;
 - (g) ECE guidelines on housing condominiums.
 - (h) Proposals for new programme activities:
ECE Land Administration Guidelines in the period up to the year 2010.

5. Cooperation with other international organizations.
6. Election of the Bureau.
7. Other business.

TENTATIVE TIMETABLE

Monday, 17 November	Morning	Items 1, 2 and 3 (a)
	Afternoon	Items 3 (a) (cont'd) and 4 (h)
Tuesday, 18 November	Morning	Item 3 (b)
	Afternoon	Items 4 (a)-(g), 5, 6 and 7

Web site of the ECE Committee on Human Settlements and the Working Party on Land Administration - <http://www.unece.org/env/hs/welcome.html>. The agenda and other documentation for the session of the Working Party will be available on the web site.

EXPLANATORY NOTES

Item 1: Adoption of the agenda

The provisional agenda is based on the decisions taken by the Committee on Human Settlements at its sixty-third and sixty-fourth sessions, and the decisions taken by the Economic Commission for Europe at its fifty-eighth session. The Working Party is expected to adopt its agenda.

Item 2: Matters arising from the sixty-third and sixty-fourth sessions of the ECE Committee on Human Settlements, and the fifty-eighth session of the Economic Commission for Europe

The Working Party will be informed about the decisions taken by the Committee on Human Settlements at its sixty-third (ECE/HBP/127) and sixty-fourth sessions, as well as the decisions taken at the fifty-eighth session of the Economic Commission for Europe (HBP/WP.7/2003/6). Information will be provided on the outcome of the ad hoc informal meeting of the Commission to discuss and decide on the ECE role in the regional follow-up to the 2002 World Summit on Sustainable Development (Johannesburg, South Africa).

The Working Party may wish to take note of this information.

Item 3: In-depth discussions

At its meeting in Geneva in February 2003, the Bureau discussed the organization of work of the third session of the Working Party and it was agreed to discuss the following two topics:

- (a) Current trends and policies in land administration in the ECE countries; and
- (b) Raising the public profile of the land administration work.

Item 3 (a): Current trends and policies in land administration in the ECE countries

The purpose of the discussion is to review recent trends in land administration in the ECE region at the local, national and international levels. This discussion should contribute to the preparation of an updated version of the ECE Land Administration Guidelines, as well as to defining a vision of the future role and activities of the Working Party. The new version of the Land Administration Guidelines will be based on the present situation of the land administration sector in the ECE countries and define new areas to be addressed in the years to come.

The Chairperson of the Bureau will present the draft vision of future activities of the Working Party, which will be prepared by the Bureau. All delegations will be invited to make presentations (5-10 minutes, if using PowerPoint software, at most 5 or 6 slides per presentation). These presentations should be structured around the following main issues: (a) recent developments in the organizational structure, distribution of responsibilities and coordination between different national organizations engaged in land administration activities; (b) practical accomplishments and the future role of the Working Party on Land Administration in the ECE

region; (c) did the activities of the Working Party have an impact on policy decisions in the ECE countries; and (d) new concrete issues to be covered in the updated version of the ECE Land Administration Guidelines. All delegations are invited to prepare response papers on these issues. The papers should be sent to the ECE secretariat (guennadi.vinogradov@unece.org) in electronic form before 15 October 2003. In addition, 60 copies of the report should be brought by each delegation to the session for distribution among delegations.

It is proposed that Mr. P. Dale (United Kingdom) will chair this discussion.

Item 3 (b): Raising the public profile of the land administration work

It is expected that the Working Party will hold an in-depth discussion on raising the public profile of the land administration work. This discussion should involve the heads of the land administration organizations from different subregions of the ECE region.

The following main issues are proposed for discussion:

- (a) Steps towards a more effective relationship of land administration organizations with major national authorities;
- (b) Identification of national political priorities where the land administration could make a major contribution;
- (c) Public affairs policy for land administration authorities;
- (d) Land administration's communication policy.

The discussion will start with an introductory presentation from the HM Land Registry (United Kingdom). Presentations should be about 10 minutes.

Item 4: Review of work accomplished or in progress (HBP/WP.7/2003/2)

Item 4 (a): Programme of workshops

The workshop on title registration systems and real property markets took place in Erevan (Armenia) from 10 to 13 October 2001 (HBP/WP.7/2001/11). The workshop on mass valuation systems of land (real estate) for taxation purposes was held in Moscow (Russian Federation) from 28 to 29 June 2002 (HBP/WP.7/2003/3). The workshop on customers-cooperation services was held in Vienna (Austria) from 12 to 13 September 2002 (HBP/2002/10). The workshop on spatial information management for sustainable real estate market was organized in Athens (Greece) from 28 to 31 May 2003. The workshop on organizational sustainability and capacity-building will be held in Edinburgh (United Kingdom) on 1-3 October 2003. This workshop is organized by the Registers of Scotland.

The delegations of the countries where the workshops were held will be invited to report on the main results of the workshops and follow-up activities.

The delegations of Armenia and Lithuania will be invited to report on the preparations for the workshops to be held in these countries in 2004.

The Working Party may wish to discuss the organizational aspects, the policy impact and the practical benefits of workshops and take them into account when organizing future workshops and revising the Land Administration Guidelines.

Item 4 (b): Land administration reviews

In 2001, land administration reviews were implemented in Armenia (HBP/WP.7/2001/5) and Georgia (HBP/WP.7/2001/9). Moreover, the international expert team visited the Russian Federation on 10-16 November 2002 (HBP/2003/7 and Add.1). The delegation of the Russian Federation and a representative of the international expert team will be invited to report on the results of the review and the implementation process.

The delegation of Lithuania may wish to confirm its intention to carry out such a review in 2004 and indicate major problem areas that need special attention.

The Working Party may wish to discuss the usefulness of this activity, including different options for follow-up activities and ways to make this work more effective.

Item 4 (c): Survey of restrictions on the ownership, leasing, transfer and financing of land and other real property in Europe and North America

At its second session in November 2001, the Working Party agreed to prepare a survey of restrictions on ownership, leasing, transfer and financing of land and other real property in the ECE countries. The delegation of the Russian Federation was designated as the lead country for the preparation of the survey. The interest in this survey was driven by the transition process and European integration. The objective is to get a better understanding of the present legal position on restrictions on landownership, leasing and transfer of real property which prevails in the ECE countries. Access to land and other real property, financing their development, leasing, transferring and buying land are recognized as essential features of an active and successful economy. In May 2003, the Federal Land Cadastre Service of the Russian Federation published this survey on behalf of the Working Party on Land Administration. It is based on answers from land administration authorities in 31 ECE countries to 38 questions, classified under four main headings: (a) restrictions on ownership of land; (b) restrictions on leasing of land; (c) restrictions on transferring the ownership of land; and (d) restrictions on financing the investments/development of land.

The survey is available on the web site of the Working Party (<http://www.unece.org/env/hs/wpla/welcome.html>). The delegation of the Russian Federation will be invited to present the survey. The Working Party may wish to discuss its findings.

Item 4 (d): Guidelines on public access to data

At its second session in November 2001, the Working Party decided to prepare guidelines on public access to data and agreed on the draft questionnaire to be sent to the ECE countries (HBP/WP.7/2001/10, paras. 30-32). The delegation of Slovakia was designated to act as the lead country for this study.

The reason for this study came from the fact that, until now, within manual systems, data had been maintained in analogue form, with limited possibilities for public access. Computerized data processing creates a number of opportunities for improving access to data by providing, for example, more convenient times (not only during office hours) at which to access the data. At the same time, in different ECE countries there is different legislation on what data sets can be viewed by ordinary citizens. There is also the issue of copyright on the data content.

As a first step in the preparation of the guidelines, the delegation of Slovakia made a survey of the existing situation in the ECE countries in regard to public access to data, based on replies to the questionnaire from land administration authorities of 17 ECE countries.

The delegation of Slovakia will be invited to present the intermediate results of this activity and the feasibility of continuing this work.

The Working Party may wish to review the progress made and agree on the continuation of this work.

Item 4 (e): Guidelines on real estate units and identifiers

The benefits that can flow from a land administration system are dependent on a clear identification of the real properties that are registered and a simple and effective way of referencing them so that information can easily be retrieved. All countries have a system for property referencing, though most such systems are based on historical factors including the technology of paper maps and hand-written documents. Changing old systems will be difficult and expensive because it will require significant re-engineering of current practices and the conversion of existing records. Nevertheless, some changes will be necessary in order to accommodate present needs such as the inclusion of three-dimensional property units and the consequences of electronic data processing. Consistency is important and it is desirable that the land book, the cadastre and records in municipalities are compatible and use the same reference system, so that use rights, ownership rights and property valuations can be linked.

At its second session in November 2001, the Working Party on Land Administration invited its Bureau to establish a task force to prepare guidelines on real estate units and identifiers (HBP/WP.7/2001/10, para. 29). The following experts were designated to the task force: Mr. H. Onsrud (Norway), Chairman; Mr. B. Ashwin (United Kingdom); Mr. P. Halme (Finland); Mr. A. Hoekstra (Netherlands), Mr. F. Hutterer (Austria); Mr. J. Paasch (Sweden); Ms. C. Potsiou (Greece). Mr. P. Dale (United Kingdom) is hired as the main consultant for the preparation of the guidelines.

The task force held two consultations and the first draft of the guidelines was prepared. The third meeting of the task force is scheduled for 12 September 2003 in Geneva. After this consultation the final draft will be written (in English) and it will be sent by e-mail to the delegations to the Working Party before November 2003.

At the session of the Working Party, the Chairman of the task force and the consultant will be invited to present the draft guidelines.

The Working Party may wish to discuss the draft and endorse it for adoption by the Committee on Human Settlements.

Item 4 (f): Public/private partnership (PPP)

At its second session in November 2001, the Working Party agreed to further investigate the benefits of public/private partnerships in land administration (HBP/WP.7/2001/10, annex I, para. 5). The Bureau of the Working Party considered this issue and agreed to prepare a study on public/private partnership. The study should evaluate the current status of public/private partnership both in Western countries and in countries in transition, and should discuss the benefits and problems arising from the collaboration of the public and the private sector in land administration. It should also provide guidance on how PPP could be specified in the institutional and legal framework for land administration, and how to create a real "win-win situation" for both the public and the private sector.

The Bureau of the Working Party proposed to coordinate this work with the updating of the Land Administration Guidelines.

Mr. P. Creuzer (Germany), member of the Bureau, will be invited to report on progress.

The Working Party may wish to review and comment on the progress made.

Item 4 (g): ECE Guidelines on Housing Condominiums

The ECE Guidelines on Condominium Ownership of Housing for Countries in Transition have been published (ECE/HBP/123). The Guidelines are also available on the web site of the Working Party <http://www.unece.org/env/hs/chs/63rdsession.htm>.

The Bureau of the Committee on Human Settlements agreed that practical implementation of the Guidelines should be enhanced through, inter alia, the organization of country-oriented workshops, studies on housing sector profiles and land administration reviews. A second workshop on housing condominiums is scheduled to take place in the Russian Federation in November 2003 (the programme will be available in September).

The Working Party may wish to discuss future activities to support the practical implementation of the Guidelines in countries in transition. Interested countries could contribute to and actively participate in the forthcoming workshop in the Russian Federation.

**Item 4 (h): Proposals for new programme activities:
ECE Land Administration Guidelines in the period up to the year 2010**

The Bureau of the Working Party considered that the time was ripe to further develop the ECE Land Administration Guidelines (ECE/HBP/96) taking into account the progress made in Central and Eastern Europe since 1996, when the Guidelines were published. The issue of updating the Guidelines was discussed at the workshop on spatial information management for sustainable real estate market, which was held in Athens from 28 to 31 May 2003.

The Chairperson of the Bureau will present the proposal of the Bureau on the organization of work for updating the Guidelines.

The Working Party will discuss the proposal and take a decision.

Item 5: Cooperation with other international organizations

International organizations are invited to report on possibilities for cooperation with the Working Party on specific issues of land administration. Information will be provided on the cooperation of the Working Party with the ECE Real Estate Advisory Group in organizing the Forum on Land for Development Programme, to be held in Rome on 30-31 October 2003.

Item 6: Election of the Bureau

The Chairperson of the Bureau will report on the work of the Bureau since the second session of the Working Party.

The Working Party is expected to elect a new Bureau, which will be in office till the end of the fourth session of the Working Party in November 2005.

Item 7: Other business

Delegations wishing to discuss other issues under this item of the agenda are kindly invited to inform the secretariat as soon as possible.

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Registration for the meeting

According to the revised accreditation procedures, all delegations attending meetings at the Palais des Nations are requested to fill in a registration form in English (see annex). Moreover, delegates who do not have a badge for entry in the Palais des Nations have to present themselves before the meeting at the Security and Safety Section's Pass and Identification Unit to receive their identification badge. This is located at the Villa des Feuillantines, 13 Avenue de la Paix (opposite to the Place des Nations Gate). It is open Monday to Friday from 8 a.m to 5 p.m. As there will be many meetings in November, you are advised to come early.

Please complete the attached registration form and fax it to Mr. G. Vinogradov, Environment and Human Settlements Division (Fax: (41) (022) 907 0107) as soon as possible, but no later than one week before the meeting. You are requested to bring with you the original registration form, which you will have to show when Security gives you your badge, as the secretariat will only have a copy.

You are advised to bring with you all the discussion papers mentioned in the agenda. There will be no distribution of papers in the meeting room. The papers for the session will be on the web site of the Working Party and in room C-111 (first floor) of the Palais des Nations.

Annex



UNITED NATIONS OFFICE AT GENEVA

Conference Registration Form

Please Print

Title of the Conference

Date

Working Party on Land Administration, Third session, 17-18 November 2003, Attention: Mr. G. Vinogradov, Fax: 0041 22 907 0107

Delegation/Participant of Country, Organization or Agency

Participant

Mr.	<input type="text"/>	Family Name	<input type="text"/>	First Name	<input type="text"/>
Mrs.	<input type="text"/>		<input type="text"/>		<input type="text"/>
Ms.	<input type="text"/>		<input type="text"/>		<input type="text"/>

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