Teaching Essentials for

Responsible Land Administration

Synthesis report and user guidance in support of

education, training, and capacity development

Inception Report

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List of Acronyms

ITRC	International Training and Research Cluster
TERLA	Teaching Essentials for responsible Land Administration
ToR	Terms of Reference

1. Introduction

1.1 Background

Over the last two decades there has been extensive discussions around building appropriate land administration systems that can ensure proper management of the key issues related to the four functions of land tenure, land value, land us, and land development. However, there is still a lack of focus on designing and maintaining such systems in development countries where often up to 90 per cent of land and people are outside the formal systems, and where the countries are struggling with widespread poverty, urban sprawl and informal settlements, colonial legacy, and legal dualism related to statutory vs customary tenure.

These problems have been even more evident when facing the 2030 Global Agenda where more than half of the 17 goals are directly dependent on effective and responsible land governance and administration. There is a need to develop land tools and responsible land administration systems that are suitable, accessible, and affordable for all population levels in society. The systems should include increased security of tenure for all, recognizing the plurality of tenure types, and provide fit-for-purpose and age-, gender- and environment-responsive solutions within the continuum of land and property rights.

To achieve this there is a need for creating adequate teaching and learning materials, and capacity development measures that can help building the necessary knowledge and understanding, and the skills and capacity required for building such responsible land administration systems and their implementation, maintenance, and incremental improvement over time.

1.2 Objective of the consultancy

The six modules of the "Teaching Essentials for Responsible Land Administration" (TERLA) were developed by GLTN and published in 2019 as a project under the International Training and Research Cluster (ITRC). The project aimed to provide a kind of structured knowledge base in support of responsible land administration and consisting of six modules covering: 1. Core values and principles of responsible land administration; 2. Land tenure security; 3. Participatory land use planning and management; 4. Responsible land administration and information in practice; 5. Land based finance; and 6. Land policy and regulatory frameworks. The modules were reviewed and tested by GLTN partners and then placed at the GLTN e-learning platform with open course access in English and French. See www.elearning.gltn.net.

The ITRC has further conducted a project of measuring and assessing the use of the TERLA to be presented and discussed at a couple of seminars with international experts and representatives from various universities especially from the African region. A key recommendation from this project has been the need for preparing an easily accessible abridged version of the TERLA suitable for online and hardcopy dissemination.

On this basis, the objective of this consultancy, as stated in the ToR, is to develop:

> An abridged version of the GLTN "Teaching Essentials for Responsible Land Administration" which clearly describes, explains, and summarizes the purpose, contents, and utility of the six modules, together with step-by-step guidance for their effective use variously as an e-learning resource, a curriculum building or enhancing tool, and a teaching and training aid.

2. Responsibilities

2.1 Terms of Reference (ToR)

The consultant will liaise with Jean de Plessis, the Project Lead in the Land, Housing and Shelter Section, Urban Practices Branch of UN-Habitat for undertaking the responsibilities as stated in the ToR including:

- Providing an Inception Report,
- Studying relevant documents produced by ITRC for developing the TERLA
- Reviewing the six modules of the of the TERLA
- Undertaking close liaison with the authors of the six modules, the lead of the ITRC, and other relevant academics.
- Provide a draft for an abridged version of the TERLA
- Analyse comments and suggestion from the authors and other reviewers of the draft and adjust accordingly
- Provide a final draft ready for layout and publication.

2.2 Scope of work

The report will be divided into four parts:

1. Providing an understanding of the concept of Responsible Land Administration and its role within the wider Land Governance Perspective in support of the 2030 Global Agenda.
2. Providing a synthesis of the TERLA publication, as available on the GLTN e-learning platform, by identifying the relevant text and issues to be extracted and included in the abridged version. This will be undertaken in close cooperation with the authors of the TERLA.
3. Developing a guidance for academics, consultants, and land professionals for using the TERLA for various research, education, training, and capacity development activities. This will include a kind of step-by-step approach as relevant for the specific purposes.
4. Some concluding prospects and recommendations for the optimal use of the TERLA.

A draft outline of the report is presented in section 4 below.

2.3 Deliverables

Following this inception report, the consultant will prepare a draft for the final report. This will be developed in cooperation with ITRC lead and the ITERLA authors and will be followed by a review process and possible also a e-seminar to ensure that all comments and suggestion can be taken into account for preparing the final version.

The ultimate result of this consultancy (as stated in the ToR) is to support the roll-out of the GLTN "Teaching Essentials for Responsible Land Administration" (TERLA) via the production of an easy to use, abridged version the GLTN "Teaching Essentials for Responsible Land Administration".

3. Methodology

3.1 Desk studies of key literature

The consultancy will include intensive desk studies of existing publications such as the six TERLA modules of and the shorter version of each module as available in proceedings from the FIG Working Week 2020 session TS05A. The studies will also include relevant documentation from the process of developing the TERLA and from the seminars held to discuss and promote use of the TERLA.

3.2 Liaison to include the TERLA authors and selected experts

The consultancy will be conducted in close cooperation with lead of the ITRC, the authors of the six TERLA modules and other relevant academic experts. This is essential as the final report will represent a condensed version of the efforts and outcome of the project started back in October 2016 at the EGM held at University of East London entitled "Design of a Responsible Land Administration Curriculum".

3.3 Reviews and webinars

The process will include a comprehensive review process based on the draft for the abridged version. The draft will be submitted for review by the ITRC, the authors of the original six modules of the TERLA, and other key land sector experts. The responses will possibly be discussed at an online seminar hosted by ITRC to ensure that all relevant issues are included. In arranging this review process and convening the proposed seminar, the consultant will be supported by the GLTN Secretariat representative, Jean du Plessis. Care will be taken to ensure opportunity of meaningful involvement of and ownership by members of the ITRC, and due credit will be given both to the Cluster and all active participants.

3.4 Developing the final TERLA abridged version

The comments and discussions will be considered for developing the final TERLA abridged version. The publication may then the launched at a hybrid seminar hosted in the regie of GLTN/ITRC/NELGA to promote the publication and encourage the use starting by the Southern Africa Region.

4. Work Plan

The consultancy will be undertaken as a home-based part-time activity of 30 days allocated within a certain timeframe as indicated in in the diagram below.

Activity	Output	Weeks after commencing the contract by 1 Dec. 2022				
		1 - 2	3 - 4	5 - 8	9 - 12	13– 18
Preparing inception report	Inception report	▓				
Review of inception report			▓			
Preparing draft report	Draft report			▓		
Reviews and consultations					▓	
Preparing final report	Final report					▓

5. Draft Report Outline