

10

Inception Report should state urban development plans, urban development systems and the current issues which participants and their organizations are now facing in their countries.

Participants are required to prepare report document and submit it by May 10, 2013, before coming to Japan.

The contents of the Inception Report is provided in the Annex 3 “Inception Report”.

At the beginning of this program, participants should present your Inception Report within about 20 minutes. Participants are requested to prepare visual material such as MS Power Point and bring it to Japan.

During the presentation, the following information should be provided where necessary, in order to help the audience understand background of your country/city.

- a) Statistical data of urban area
- b) Existing city plan
- c) Map and drawings for earmarked area of LR development project in respective city

The outline of LR is mentioned in Annex 1 however, please note that New Town Type project in suburban area is more preferable as an LR pilot project than Urban Development Type project in densely built-up area.

Please note that the explanation of general information of countries and cities should be brief and specific urban issues and measures to solve them should be focused on in the presentation.

(2) The second step: Interim Report

Interim Report should be formulated at the end of this program in Japan and participants should give presentation within about 20 minutes as they presented Inception Report.

Interim Report includes specific feasible proposals to solve the issues concerning urban development.

The Report is prepared through the training programs. Some consultation for drafting the report will be offered by Japanese advisors at the middle of the program in Japan.

(3) The third step: Final Report

After returning to home countries, participants are expected to share Interim Reports with colleagues as well as the senior management of the same offices. The participants' organizations are required to review and examine the concepts

11

and implementation plan proposed in the Interim Reports and study the possibility of evolution of the proposals. The returned participants should report the result of their organizations' study on their proposals to JICA Tokyo as the Final Report. **The deadline for submission is September 30, 2013.**

2. Distribution of Material for Preliminary Phase

The material for preliminary study will be sent after the issuance of acceptance notice to those who are selected as participants of the program.

[Material]

- Urban Planning System in Japan 2nd Edition
- Urban Land Use Planning System in Japan 2nd Edition

3. Country Data/Information, Map and Personal Computer

Since the participants will be required to make individual reports and presentations during the program in Tokyo, **it is requested that participants bring the following items** from home countries.

- Statistical data of urban area
- Existing city plan
- Map and drawings relevant to anticipated LR pilot project area

The outline of LR is mentioned in Annex 1 however, please note that New Town Type project in suburban area is more preferable as an LR pilot project than Urban Development Type project in densely built-up area.

Personal computers are available for the use of participants at JICA Tokyo, but the number is limited. It is advised that participants bring own computers from home countries.

4. Others

The format for Inception Report will be informed when acceptance notice is sent back to the participating government.

Participants should be ready to explain the current situation of legislation and practice and financial resource, etc, of their countries. (Detailed information will be given when acceptance notice is sent to the participating government)

12

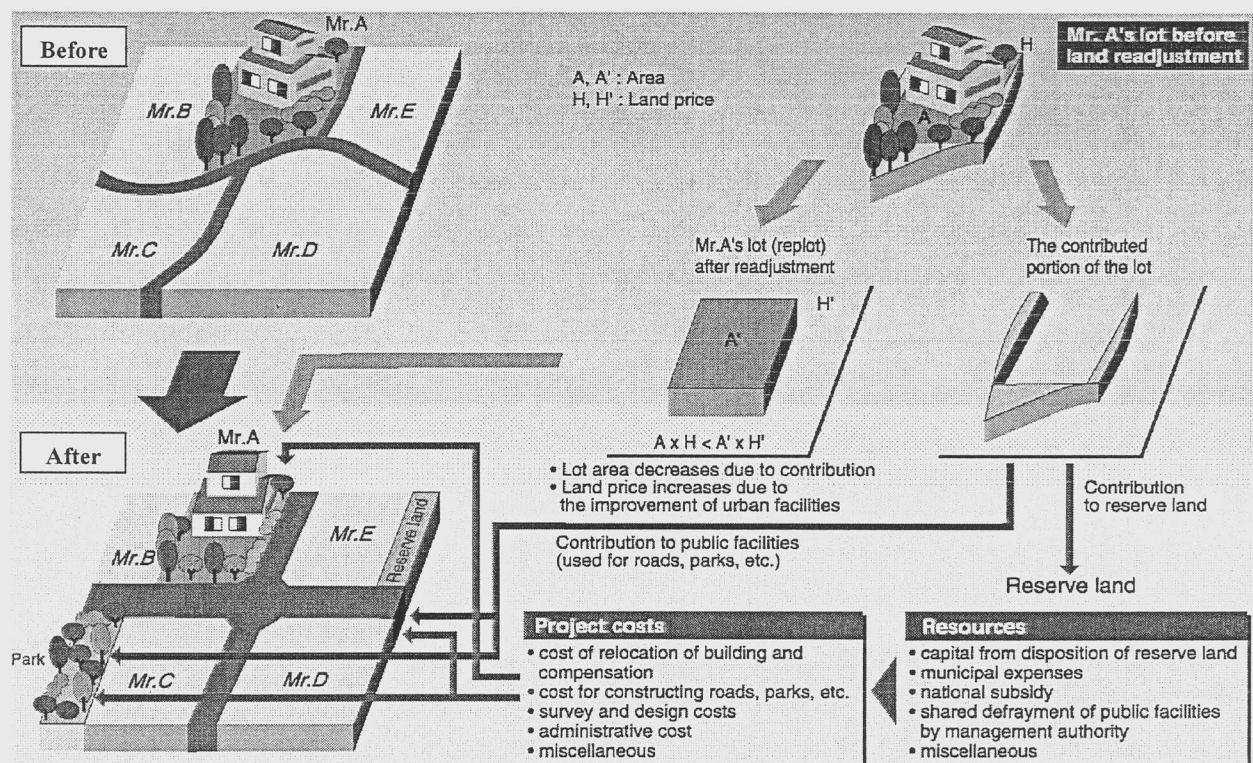
VI. ANNEXES:

1. What is Land Readjustment?
2. Supplemental Report
3. Inception Report

What is Land Readjustment?

1. Overview

Land Readjustment (LR) is one of the measures for urban area development. It is implemented through “replotting”. The conceptual framework of a LR project is shown below, involving a number of unique concepts such as “replotting”, “contribution”, etc. Since landowners and leaseholders equitably contribute a portion of their land in a LR project, a replot (building lot after LR) becomes smaller than the lot before LR. However, urban infrastructure developed under the LR project increases land values with an enhancement of efficient/effective utilization of building lots. This is called an “increase in land use value” between original building lots and replotted lots (replot).



2. Characteristics

Characteristics of land readjustment in comparison with the land acquisition method and others are as follows:

(1) Comprehensive urban development with extensive use

Land readjustment is an urban development measure that constructs urban facilities such as roads, parks and utilities, and develops building lots in a project area. And land readjustment is also an urban development measure that is flexible in objective, size, area and development grade.

(2) Fair distribution of development benefits and cost

Each landowner and leaseholder shoulder fairly land and expenses for development of urban facilities. On the other hand, the benefits accruing from the development are also fairly distributed among them. Land readjustment project is oriented to self-financing.



- (3) Preservation of land titles
Under land readjustment, land titles before a project are transferred to replots. Therefore, land titles are preserved during a project and a previous regional community remains.
- (4) Participation by landowners and leaseholders
Landowners and leaseholders can participate in a project. Land readjustment is a democratic measure to reflect their views in the project.
- (5) Impartial procedures
The procedures for a project are regulated, ensuring transparency. In the case of implementation by local government, an advisory council of representatives of landowners and leaseholders follows the procedures. In the case of implementation by cooperative, general meetings of landholders and leaseholders are organized.

3. Types

Land readjustment is a measure applied broadly to urban development. It is basically classified into two types in terms of development objectives—"Building Lot Supply Type" and "Urban Infrastructure Development Type." The former is designed to supply a massive amount of building lots in good planned environments. It is used for new town development and prevention of disorderly sprawl. The latter is intended for development of existing built-up areas with inadequate urban infrastructure and for renewal of urban functions.

- (1) New Town Type
It is implemented in a suburban area massively and quickly in order to meet the brisk demand for housing site, especially resulting from concentration of population and industry in large cities during the period of rapid economic growth. Farmland and forestry areas are developed into building lots.
- (2) Sprawl Prevention Type
Comprehensive urban development is carried out in peripheral parts of urbanized areas where spotted developments are emerging and the needs for planned development are urgent, in order to prevent disorderly sprawl and create urbanized areas with good environment in advance.
- (3) Urban Renewal Type
Urban renewal is carried out in existing built-up areas by development of shopping street, station plazas, etc. with adequate urban infrastructure. As projects are implemented in existing built-up areas, it is necessary to involve complex coordination of land titles featuring a much longer project period and a larger amount of project cost.
- (4) Urban Center Development
This type is located closely to the urban center. Under this type of development, the vacant area caused by the relocation of railroad yards or large-scale factories due to changes in the socio-economic situation is renewed with adequate development of urban infrastructure for the new land use.
- (5) Urban Reconstruction Type
This type of land readjustment has been used for reconstruction of damaged urban areas after wars or natural disasters. This type was implemented at a large-scale for the first time in 1923 for reconstruction after the Great Kanto Earthquake, World War II and also the Great Hanshin Earthquake.

(Source: Japan Land Readjustment Association, "Urban Development Project in Japan", 4th edition, 2003)

15

Supplemental Report

Purpose of application of the applying organization and expectation on this program of the nominee will be written in “Application Form for the JICA Training and Dialogue Program”.

In addition to this information, each nominee is requested to attach a Supplemental Report on the following themes to the Application Form.

The report will be used for screening the nominees.

The report subjects:

1. Urban problems to be solved in your country/city.
2. Improvement needs of the current urban development/renewal system.
3. How you and your organization are addressing the issues mentioned above.

The report should be typewritten in English on A4 size paper (21 cm by 30 cm). The maximum length is 4 pages (35 lines per page in 12-point font with margins of at least 2.5 cm on all sides).

(Note)

The above subjects need to be discussed beforehand from the viewpoint of nominee’s and applying organization’s responsibilities.

Please be specific as much as possible.

Inception Report

All participants are required to prepare the Inception Report providing the information on subjects mentioned below. The purpose of the Inception Report is as follows:

- 1) To define the issues of urban development that participants are facing in their respective works in charge of. This will be participants' objectives for participating in this program and should lead to the Interim Report which proposes the solution of the issues.
 - 2) All participants can share those issues and backgrounds through the presentation.
- All participants are also requested to make a **20-minute presentation with visual material (e.g. MS Power Point) in the beginning of the Program.**

The Inception Report should be sent to JICA Tokyo International Center by **May 10, 2013**, preferably by e-mail to ticttee@jica.go.jp.

Contents

1. **Your Name / Organization / Country**
2. **About your organization**
 - (1) Roles and responsibilities of the organization
 - (2) Organization chart
 - (3) Your responsibilities
 - 1) Your post
 - 2) Outline of the job you are in charge of
3. **Overview of city planning and urban development system/method**
 - (1) Introduction of characteristics of your country and city
 - (2) The outline of existing city planning laws and regulations, and master/structure plan in your country
 - (3) The overview of urban development system/method
4. **Problem/Issues to be addressed**
 - (1) The issues and problems regarding urban development system/method, including issues you are currently tackling
 - (2) The causes and backgrounds of the issues and problems
 - (3) Your idea as measures against above-mentioned issues and problems

Format

1. The Report

The report should be typewritten in English on A4 size paper (21 cm by 30 cm), formatted in digital data, within 15 pages.

2. MS Power Point presentation

The presentation should focus on "Section 4. Problem/Issues to be addressed". Participants need to avoid the presentation on just the mere introduction of their home countries.

(End)

8

For Your Reference

JICA and Capacity Development

The key concept underpinning JICA operations since its establishment in 1974 has been the conviction that “capacity development” is central to the socioeconomic development of any country, regardless of the specific operational scheme one may be undertaking, i.e. expert assignments, development projects, development study projects, training programs, JOCV programs, etc.

Within this wide range of programs, Training Programs have long occupied an important place in JICA operations. Conducted in Japan, they provide partner countries with opportunities to acquire practical knowledge accumulated in Japanese society. Participants dispatched by partner countries might find useful knowledge and re-create their own knowledge for enhancement of their own capacity or that of the organization and society to which they belong.

About 460 pre-organized programs cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs are being customized to address the specific needs of different target organizations, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

Japan was the first non-Western country to successfully modernize its society and industrialize its economy. At the core of this process, which started more than 140 years ago, was the “*adopt and adapt*” concept by which a wide range of appropriate skills and knowledge have been imported from developed countries; these skills and knowledge have been adapted and/or improved using local skills, knowledge and initiatives. They finally became internalized in Japanese society to suit its local needs and conditions.

From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from this “*adoption and adaptation*” process, which, of course, has been accompanied by countless failures and errors behind the success stories. We presume that such experiences, both successful and unsuccessful, will be useful to our partners who are trying to address the challenges currently faced by developing countries.

However, it is rather challenging to share with our partners this whole body of Japan’s developmental experience. This difficulty has to do, in part, with the challenge of explaining a body of “tacit knowledge,” a type of knowledge that cannot fully be expressed in words or numbers. Adding to this difficulty are the social and cultural systems of Japan that vastly differ from those of other Western industrialized countries, and hence still remain unfamiliar to many partner countries. Simply stated, coming to Japan might be one way of overcoming such a cultural gap.

JICA, therefore, would like to invite as many leaders of partner countries as possible to come and visit us, to mingle with the Japanese people, and witness the advantages as well as the disadvantages of Japanese systems, so that integration of their findings might help them reach their developmental objectives.

19



CORRESPONDENCE

For enquiries and further information, please contact the JICA office or the Embassy of Japan. Further, address correspondence to:

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