



TERMS OF REFERENCE

- A. Job title:** Spatial and urban planning experts to provide professional assistance in revision of Spatial Urban Plans and Detailed Urban Plans in 11 northern municipalities (Plužine, Šavnik, Žabljak, Pljevlja, Bijelo Polje, Berane, Andrijevica, Plav, Rožaje, Mojkovac and Kolašin) and Cetinje
- B. Type of position:** National, part-time
- C. Post Reference:** MNE/10/023
- D. Duty Station:** Podgorica, Montenegro and home based during the period of assignment
- E. Duration of appointment:** between the period May – end of December 2010
- F. Contract type:** Special Service Agreement
- G. Deadline for Application:** Tuesday, 4th May 2010, CoB

i. Background Information

Spatial Planning Support project (SPSP) implemented by UNDP supports 12 Partner Municipalities in finalizing the obligatory Spatial Urban Plans (SUP) and adopting at least one important Detailed Urban Plan (DUP) per Municipality until end of 2010. Within this context UNDP wishes to recruit short-term consultants – Spatial and urban planning experts, to provide professional assistance in revising SUPs and DUPs. UNDP will create a roster of qualified consultants which will be subject to further negotiations for engagement for revision of SUP and DUP in one or more municipalities stated above.

In the year 2008 new Law on spatial development and construction was adopted. This law shall provide better functioning of spatial planning system and efficient application of plans on the basis of participative process of preparation and adoption. Successful implementation of the new Law depends on strengthening of capacities of both Ministry and Municipalities for preparation of new planning acts and updating of the existing planning acts, especially at the local level; as well as on supervision of realization of plans and on integration of sustainable regional economic, social and environmental development into plans. Effective implementation of the new Law also depends on the cooperation between Ministry and Municipalities on their shared responsibilities (approvals for municipal spatial-planning acts, issuing of licences for larger structures, shared web information system, etc.)

National spatial plan (NSP) was adopted in the beginning of the year 2008. The NSP provides guidelines for significant investments into infrastructure and services, which needs to be further planned by Municipal Spatial Urban Plans and Detailed Urban Plans.

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Partner municipalities, with the support of UNDP Montenegro through Spatial Planning Support Project and other donors and implementing agencies are in the process of preparation of new Spatial Urban Plans and Detailed Urban Plans. SPSP will continue to provide both, technical and financial assistance to partner Municipalities, with a goal to finalize the adoption of SUPs and DUPs by the end of 2010.

ii. Specific objectives of the engagement

Overall objective of the engagement: Providing assistance to SPSP in revising Spatial Urban Plans and Detailed Urban Plans in 12 partner Municipalities.

Under the direct supervision of the Project Coordinator, consultants will be required to carry out the following, with the full support of the partner Municipalities and other relevant institutions:

- Analyze relevant previous Planning documentation in the assigned partner Municipality
- Analyze draft versions and proposals of SUPs and DUPs for assigned partner Municipality and give expert comments advices and suggestions based on the legal planning requirements, accordance with National Spatial Plan, Spatial Plans of Special Purpose, professional standards and experience from this field of expertise.

The specific outputs of the mission:

- Report on revision of draft versions of Spatial Urban Plans for assigned partner Municipality. Report for each Municipality should be submitted to Project coordinator 15 days after receiving the document.
- Report on revision of proposal of Spatial Urban Plans for assigned partner Municipality. Report for each Municipality should be submitted to Project coordinator 7 days after receiving the document.
- Report on revision of draft versions of Detailed Urban Plans for assigned partner Municipality. Report for each Municipality should be submitted to Project coordinator 10 days after receiving the document.
- Report on revision of proposal of Detailed Urban Plans for assigned partner Municipality. Report for each Municipality should be submitted to Project coordinator 5 days after receiving the document.

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iii. Requirements

Educational Background	Degree in Architecture, Spatial Planning, Geography, or related field.
Level of Experience	<ul style="list-style-type: none"> - At least 10 years experience in working within the Spatial or Urban Planning field in Montenegro and/or in the region. - Extensive experience in development of planning documentation including Spatial and General Urban plans as well as other related planning documents. - Completed at least 5 similar revisions of spatial and urban planning documentation in Montenegro or in the region - Extensive knowledge of the Planning and Development Legislation in Montenegro.
General skills	- Excellent Communicator and Analytic Skills

iv. Application Process

Interested applicants are requested to submit their applications to UNDP Office in Podgorica by e-mail to consultancy.me@undp.org by Tuesday, 4th May 2010, CoB.

The application should contain:

1. Duly completed Personal History Form (P11) can be downloaded from <http://www.undp.org.me/files/jobs/index.html>
2. Motivation Letter

The short-listed candidates only would be requested to submit a letter of interest including a price quotation indicating the lump sum (in USD) requested for the work envisaged in the section "Duties and Responsibilities".

UNDP is an equal opportunity employer.

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