

## **LAND USE PLANNING: THE SINGAPORE EXPERIENCE**

**19 NOVEMBER to 22 NOVEMBER 2007**

Jointly sponsored by the

**MINISTRY OF FOREIGN AFFAIRS, SINGAPORE**

and the

**INSTITUTE OF ADMINISTRATIVE DEVELOPMENT, QATAR**

under the

**SINGAPORE – QATAR THIRD COUNTRY TRAINING PROGRAMME**

to be conducted by the

**URBAN REDEVELOPMENT AUTHORITY, SINGAPORE**

and the

**CIVIL SERVICE COLLEGE INTERNATIONAL, SINGAPORE**

---

### **SINGAPORE COOPERATION PROGRAMME**

Singapore has provided technical assistance to other developing countries since the 1960s. As a country whose only resource is its people, Singapore believes that human resource development is vital for economic and social progress. Singapore itself has benefited from training provided by other countries and international organisations. Through the Singapore Cooperation Programme (SCP), Singapore can contribute to the development of other developing countries.

In 1992, the SCP was established, bringing together under one framework the various technical assistance programmes offered by Singapore. Through the SCP, the range and number of training programmes have been increased to meet the needs of developing countries.

Since 1992, Singapore has sponsored training courses and study visits for over 49,000 officials from 166 countries. The SCP is managed by the Technical Cooperation Directorate of the Singapore Ministry of Foreign Affairs.

### **INSTITUTE OF ADMINISTRATIVE DEVELOPMENT**

The Institute of Administrative Development (IAD), established by the Amiri Decree in 1997, is an independent government institution of the State of Qatar. Located in Doha, IAD is administratively under the charge of the Minister of Civil Services Affairs and Housing of Qatar.

IAD is committed to improving on the administrative processes, practices, behaviour and procedures through training, consulting and applied research. Since 1997, IAD has trained more than 11,000 participants in the region in public administration, finance and information technology. It has also carried out over 44

consulting studies for 18 governmental and private organisations.

IAD has actively engaged in linkages with reputable regional and international organisations, focusing on and addressing issues of management and administrative development.

## **URBAN REDEVELOPMENT AUTHORITY, SINGAPORE**

The Urban Redevelopment Authority (URA) is a Statutory Board under the Ministry of National Development. It is Singapore's national land use planning authority charged with a mission to make Singapore a great city to live, work and play in. URA carries out its mission by drawing up long term strategic plans and detailed local plans to guide the physical development of Singapore, while also coordinating and facilitating the realisation of these plans. These efforts are carried out in partnership with other government agencies and the community, with the aim of creating a vibrant, sustainable and cosmopolitan city of distinction.

Singapore is both a city and an independent nation. With a small land area of about 699 sq km, URA faces immense challenges in ensuring that the needs of both a country and a city are met. Land has to be judiciously set aside to meet a variety of needs while balancing the different land uses such as residential, commercial, industrial, recreational, institutional and water catchment, to ensure a sustained economic development and a good environment for people to live, work and play in.

Over the years, prudent land use planning and effective implementation of URA's plans have enabled Singaporeans to enjoy strong economic growth, social cohesion and good quality of life. URA will continue to improve upon Singapore's land use plans and facilitate their realisation to ensure that Singapore's diverse land use needs are met for a balanced and sustainable growth.

## **CIVIL SERVICE COLLEGE INTERNATIONAL, SINGAPORE**

The Civil Service College, Singapore, is a focal learning institute for public officers from both Singapore and overseas. Civil Service College International (CSCI) is established to serve as a one-stop learning centre for international organisations interested in Singapore's public

sector reforms, initiatives and management methods. By sharing the Singapore government's experiences and best practices, CSCI hopes to help promote good governance and generate goodwill and cooperation between different governments across the world.

CSCI is able to design study programmes to suit the varying needs of government organisations and international agencies. As an institute that develops people for first-class public service, the core competency lies in the area of sharing Singapore's experiences in three broad areas, namely: Public Governance and Administration, Human Resource Management and Development in the Public Service.

In addition, CSCI also provides design and conducts other enrichment programmes such as English Language Learning for Government Officials, Note-taking and Report Writing, Training of Trainers/Teachers, etc. Each study course typically includes lectures as well as site visits to government agencies and established private organisations, where relevant. The site visits are critical for participants to gain practical insight and exchange perspectives and experiences with our local practitioners in their respective fields of expertise.

## **COURSE OBJECTIVES**

The course seeks to demonstrate and emphasise the importance of land use planning, which contributes to the growth and progress of a city and/or country. It will also highlight the importance of ensuring that plans can be translated into reality.

## **SYNOPSIS**

Participants will be introduced to the general land use planning and development process in Singapore. These include the planning phase involving the preparation of the Concept Plan and the Master Plan which guide the physical development of Singapore. To ensure that the plans are translated into reality, the course will use examples of development control and land sales to show how this is done.

The course will also highlight key planning principles and strategies that have been used in Singapore for the country to be a great place to live, work and play in.

## **COURSE OUTLINE**

- 1) Overview of Planning in Singapore
  - Introduction
  - Historical development
  - Key principles in land use planning in Singapore
- 2) Concept Plan
  - Introduction - Singapore planning and development frame work
  - Previous Concept Plans and implementation
  - Concept Plan 2001 and key focus
- 3) Master Plan and Implementation
  - From Concept Plan to Master Plan
  - Government Land Sales
  - Development Coordination
  - Development Control
  - Some examples of plans implemented

## **DURATION**

The course will be held from **19 November to 22 November 2007**.

## **VENUE**

The course will be conducted at the **Asia-Middle East Dialogue (AMED) Regional Training Centre for Public Administration (RTCPA)** in Doha, Qatar.

### **Address:**

**Institute of Administrative Development  
C Ring Road  
P O Box 22129  
Doha, Qatar**

**Dr Yahia Rashdan  
Coordinator for Singapore Programmes  
Tel: (974) 4406 666  
Fax: (974) 4271 079**

## **CLASS SIZE**

Maximum of 30 participants

## **APPLICANTS' PROFILE**

Applicants should be:

- Senior government officials from AMED member countries, preferably involved in land use planning
- Nominated by the National Focal Points of the recipient Governments
- Proficient in spoken and written English
- Below 50 years of age
- In good health

## **TERMS OF AWARD**

- The Government of Singapore will be responsible for the cost of the trainer's fees.
- The Government of Qatar will bear the cost of the training facilities.
- The recipient Governments will be responsible for travel arrangements, accommodation and other local and incidental expenses of their participants.

## **APPLICATION PROCEDURE**

(Closing date for nomination: **4 October 2007**)

The Governments of Singapore and Qatar are pleased to invite the National Focal Point for Technical Assistance of the AMED member countries to nominate suitable candidates. In case there are more applicants than training places, the selection of candidates will be based on merit. Hence, the Governments of Singapore and Qatar seek the understanding of the respective National Focal Points for Technical Assistance in the event that their nominee is not selected.

All nominations are to be carried out by the respective Government Institutions, using the official application form. The application forms are to be submitted and should reach the **Ministry of Foreign Affairs, Singapore** through the National Focal Point and the Singapore Embassy in the nominating country not later than **4 October 2007**.

Please address the forms to:

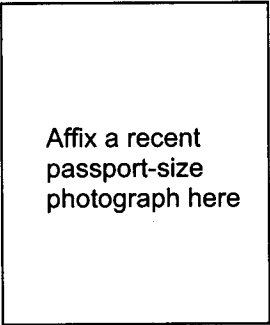
**The Director  
Technical Cooperation Directorate  
Ministry of Foreign Affairs, Singapore  
Tanglin  
Singapore 248163**

**Attn: Ms Joanna Agnes Calalang**  
**Tel: (65) 6379 8472**  
**Fax: (65) 6479 3357**  
**E-mail: [calalang\\_joanna\\_agnes@mfa.gov.sg](mailto:calalang_joanna_agnes@mfa.gov.sg)**

- To expedite the process, a copy of the completed application forms can be faxed to the **Ministry of Foreign Affairs, Singapore** at Fax **(65) 6479 3357**. The original application forms can be mailed through diplomatic or normal channels.
- All application forms should be completed in full and must bear the endorsement of the respective Ministry of Foreign Affairs or National Focal Point responsible for technical assistance.
- Incomplete application forms or forms which are not endorsed will not be accepted.
- Applicants should refrain from making telephone, fax and email inquiries on the status of their applications.
- The **Ministry of Foreign Affairs, Singapore**, in consultation with the Government of Qatar, will inform all applicants of the outcome of their applications. Their National Focal Point will also be informed directly or through our diplomatic representations in the nominating country.
- Flight arrangements are only to be made upon receipt of the Letter of Acceptance to the course.

\* \* \* \* \*

**SINGAPORE COOPERATION PROGRAMME  
APPLICATION FORM FOR TRAINING IN SINGAPORE**



Please type or write clearly in capital letters.  
The words "NIL" or "N/A" should be used where applicable.  
**Do not leave any space blank.**

The Government of \_\_\_\_\_

nominates \*Mr/Mrs/Miss/Dr \_\_\_\_\_  
(Full name in capital letters as in International Passport – please underline Family/Last Name)

for training under the **Singapore – Qatar Third Country Training Programme**

Course Title : **Land Use Planning: The Singapore Experience**

Date of Course : **19 November to 22 November 2007**

**PART I: PARTICULARS OF APPLICANT**

Nationality	Date of Birth (dd/mm/yy)	Place of Birth
Sex Male / Female*	Passport Number  (Diplomatic / Official / Ordinary)*	Expiry Date of Passport (dd/mm/yy)
Marital Status	Religion	Dietary Restriction, if any
Home Address	Tel No: _____ - _____ - _____ Country Code Area Code Tel No.	
Airport of Departure to Doha, Qatar:	Fax No: _____ - _____ - _____ Country Code Area Code Fax No.	
Job Title	Tel No: _____ - _____ - _____ Country Code Area Code Tel No.	
Office Address (Name of Organisation and Address)	Fax No: _____ - _____ - _____ Country Code Area Code Fax No.	
Email Address:		

\*Delete where applicable

**NOTE :**

***This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country. Forms, which are incomplete and not endorsed, will not be accepted.***

Person to notify in case of an emergency:

Name	Relationship
Home Address	Tel No: _____ - _____ - _____ <small>Country Code                      Area Code                      Tel No.</small>
	Fax No: _____ - _____ - _____ <small>Country Code                      Area Code                      Fax No.</small>

**PART II: EMPLOYMENT HISTORY (starting from present position - in reverse chronological order)**

Organisation	Department	Designation	Nature of job	Period (dd/mm/yy)	
				From	To
					Present

**PART III: EDUCATIONAL RECORD**

Degree / Diploma / Certificate	Educational Institution	Location	Period (dd/mm/yy)	
			From	To

**PART IV: DETAILS OF PROFESSIONAL QUALIFICATIONS**

Type of Professional Qualification	Date Attained



**PART VII: NOMINEE'S DECLARATION**

I, \_\_\_\_\_, of \_\_\_\_\_  
(Name) (Country)

declare that :

- (a) all information provided is true, complete and accurate to the best of my belief and knowledge, and that I have not wilfully suppressed any material fact;
- (b) I am medically fit and free from any medical problem which may impair my ability to attend the training in Singapore; and
- (c) I will be personally liable for all medical expenses incurred during my stay in Singapore. (All successful participants are covered under Group Personal Accident and Hospitalisation Insurance policies against accidents)

Upon successful selection for the training award, I undertake to:

- (a) carry out instructions and abide by such terms and conditions as may be stipulated by the nominating and host governments in respect of this training course;
- (b) abide by the rules and regulations of the training institution in which I undertake to study in or be trained under;
- (c) submit/present any report which may be required;
- (d) refrain from engaging in political activities and any form of employment for profit or gain;
- (e) return to my home country upon completion of the training; and
- (f) discontinue the course should I be found guilty of misconduct or be medically unfit.

I fully understand that if I fail to comply with the terms and conditions of the training award, and/or any of the above declarations are found to be untrue, the award will be terminated with immediate effect and I would be liable to depart from Singapore on my own expense.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Nominee)

**PART VIII: (To be completed by the Nominating Government)**

Comments and observations on applicant's:

(a) \*Proficiency of the English Language

	Excellent	Fair	Basic	Nil
Spoken				
Written				

(b) \*Fitness Level

	Excellent	Good	Fair	Poor
Fitness level				

\*Tick where appropriate

(c) Reasons for nominee's selection:

---

---

---

---

---

---

---

---

(d) The post which nominee will be required to fill upon satisfactory completion of training:

---

---

---

---

(e) Relevance of course to nominee's job:

---

---

---

---

---

**PART IX: OFFICIAL DECLARATION (to be completed by the Nominating Government)**

On behalf of the Government of \_\_\_\_\_,  
(Country)

I, \_\_\_\_\_, certify that  
(Name of Official)

- (a) I have examined the educational, professional or other certificates quoted by the nominee in this form and I am satisfied that they are authentic and relate to the nominee.
- (b) The nominee is medically fit and free from infectious disease and that, having regard to his/her physical and mental history, there is no reason to suppose that the nominee is other than fit to undertake the journey to Singapore and to remain in Singapore for the duration of training.
- (c) The nominee has attained a level of proficiency in both spoken and written English to enable him/her to follow the course of study/training for which he/she is being nominated.

I nominate (Mr/Mrs/Miss/Dr) \_\_\_\_\_ holding  
Passport No. \_\_\_\_\_

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name of Organisation)

\_\_\_\_\_  
(Designation)

\_\_\_\_\_  
(Address of Organisation)

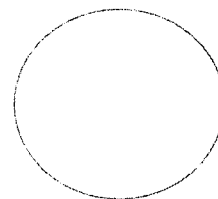
\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Country Code Area Code Office Fax No.

\_\_\_\_\_  
(Email Address)

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Country Code Area Code Office Fax No.

**Endorsement by the nominating country's Ministry of Foreign Affairs or the National Focal Point for Technical Assistance:**

\_\_\_\_\_  
(Name)



\_\_\_\_\_  
(Designation)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name of Organisation)

\_\_\_\_\_  
(Email Address)

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Country Code Area Code Office Fax No.

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Country Code Area Code Office Fax No.

**Please note:**

This application form must be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country. Please attach copies of the relevant supporting documents (educational certificates, testimonials, experience and training requirements), which are to be submitted with the form.

**INCOMPLETE AND/OR UNENDORSED FORMS WILL NOT BE ACCEPTED.**

To: GOVERNMENT OF THE REPUBLIC OF SINGAPORE AND GOVERNMENT OF THE STATE OF QATAR

Dear Sir

**LETTER OF INDEMNITY**

In consideration of your allowing me to do my training with the relevant Government departments/statutory boards/institutions in Singapore, I \_\_\_\_\_, Passport Number \_\_\_\_\_ of \_\_\_\_\_, hereby declare that I shall be personally liable for and shall indemnify the Government of the Republic of Singapore and \_\_\_\_\_ (name of TCTP partner country or international organisation) against all liabilities, claims, losses, demands, actions, suits, proceedings, costs or expenses whatsoever arising under any statute or at common law which may be made or taken against the Government of the Republic of Singapore and \_\_\_\_\_ (name of TCTP partner country or international organisation) or incurred or become payable by the Government of the Republic of Singapore and \_\_\_\_\_ (name of TCTP partner country or international organisation) in respect of any medical illness, personal injury (whether fatal or otherwise) to or the death of any person or in respect of any injury or damage whatsoever to any property, real or personal arising out of or in the course of or by reason of my carelessness or negligence, omission or default during my training with the relevant Government departments/statutory boards/institutions in Singapore.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2007 / 2008

Signed by \_\_\_\_\_ (Signature of trainee) \_\_\_\_\_ (Name of trainee)

in the presence of

Signed by \_\_\_\_\_ (Signature of witness) \_\_\_\_\_ (Name & designation of witness)

**OFFICIAL USE ONLY:**

Received on		Dated			
Ref		Status	Selected / Reserved / Unsuccessful		
From		TCS		Replied	Yes / No