

TERMS OF REFERENCE

Date: **11/08/2014**

ORGANIZATIONAL LOCATION:	UN-HABITAT
DUTY STATION:	Bogotá, Colombia
FUNCTIONAL TITLE:	Consultant (Urban Economy and Finance)
DURATION:	3.5 months
STARTING DATE:	August 4th, 2014

I. Organization

The United Nations Human Settlements Programme, UN-Habitat, is the agency for Human settlements. It is mandated by the UN General Assembly to promote socially and environmentally sustainable towns and cities with the goal of providing adequate shelter for all. The work described here is located in the Urban Economy Branch of UN-Habitat.

II. Background

ASUD Programme

Urbanization is rapidly changing the nature of human society. The fast-paced growth of cities, especially in Asia and Africa, promises to continue for the next 30 years. Cities hold a plethora of opportunities for the diverse populations that inhabit them. However, rapid urbanization has often been characterized by the marginalization of the poor. If left unguided and without support from the public sector, the urbanization process will result into slum formation, unplanned and spontaneous land occupation, congestion and urban inefficiencies of various kinds.

The Achieving Sustainable Urban Development Programme (ASUD) represents for UN-Habitat a pilot experience at country level to address the urbanization process from a new paradigm. The new vision makes a shift in focus and incorporates three essential elements into a new working methodology: Urban Legislation, Urban Design, and Urban Finance, as a three legged strategy in advancing sustainable urbanization (Annex 1).

ASUD COLOMBIA

II. Tasks and responsibilities

Under the overall supervision of the Habitat Programme Manager in Bogotá Colombia, and the Urban Economy Branch Consultant from UN Habitat Headquarters, the consultant in Urban Economy and Finance will be responsible for the following duties:

Developing a realistic and implementable financial plan is crucial to the successful implementation of urban plans. The work described below addresses Financial Analysis and Modelling components in the context of ASUD Colombia.

The consultant will be responsible for gathering data and information necessary for construction of financial models showing public expenditures and revenues related to urban

plans, in addition to helping local governments select an appropriate combination of financing mechanisms for each planned extension or revitalization area. Primary tasks will include the following:

1. Produce report on trends analysis and baseline data on municipal finance systems, including but not limited to the following:
 - a. Current revenue and trend by source, collection rate, and performance
 - b. Current budget structure and trend
 - c. Potential revenue enhancement including expansion of existing sources and possible new sources
 - d. Access to external financing by source and amount
 - e. Current expenditures (capital and operational) by major component
 - f. Capacity for financial management including available technology and any ongoing initiatives for improvement.
2. Work with the urban planners to understand expected land uses projected and new infrastructure needed in each concept plan scenario.
3. Estimate public expenditures on infrastructure, and services (including both capital and ongoing expenditures) associated with plan implementation.
4. Identify relevant taxes and fees generated by anticipated land uses and calculate projected revenue arising from these sources.
5. Compile a Financial Assessment Report summarizing revenues and expenditures associated with extension concept plans, including net present value and return on investment.
6. Evaluate the appropriateness of a variety of financing mechanisms for PCE concept plans, drawing upon the expertise of international UN-Habitat consultants.
7. Assist local governments in selecting the preferred combination of financing mechanisms and preparing business plans for PCEs.

III. Expected outputs

Output	Date
1. Baseline Report on municipal finance systems	4 weeks after the signing of the contract
2. Financial Assessment Report for each PCE showing revenues and expenditures associated with planned scenarios	8 weeks after the signing of the contract
3. Business Plan for each PCE and the associated financing mechanisms selected by the municipal government	14 weeks after the signing of the contract

IV. Duration

3.5 months

V. Remuneration:

Payments will be based on deliverables over the consultancy period. There are set remuneration rates for consultancies. The rate is determined by functions performed and experience of the consultant. The fees will be paid as per agreement (and As per United Nations pay scales in Colombia).

VI. Academic qualifications and experience

- Undergraduate degree in accounting or finance
- Master degree in accounting, finance or other related area is desirable
- 4 years of demonstrated experience and training in municipal finance. Background to urban planning is an asset.
- Proven international development work, preferably with the UN, is an advantage
- He/she must also have fluency in English and Spanish (speaking and writing)

VII. Languages

English and French are the two working languages of the United Nations Secretariat. For the post advertised, fluency in oral and written English and Spanish are required; knowledge of French is an advantage.

Applications should include:

- Cover letter (maximum 1 page)
- P11 (the United Nations standard personal history form available upon request or via: <http://www.unhabitat.org/content.asp?typeid=24&catid=435&id=3867>)

All applications should be submitted to:

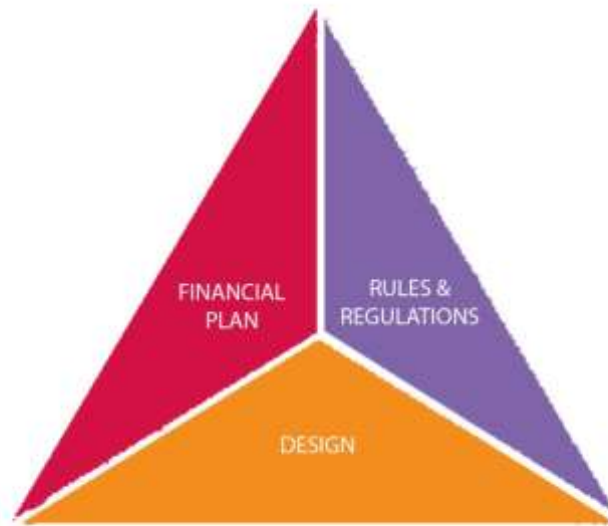
trabajoonuhabitat@gmail.com

Please be advised that since April 15th 2010, applicants for consultancies must be part of the UN-Habitat e-Roster in order for their application to be considered. You can reach the e-Roster through the following link: <http://e-roster.unhabitat.org>

Deadline for applications: *August 28th, 2014 18h00 (Colombia time)*

UN-Habitat does not charge a fee at any stage of the recruitment process. If you have any questions concerning persons or companies claiming to be recruiting on behalf of these offices and requesting the payment of a fee, please contact: recruitment@unon.org

Annex 1: Three-Legged Framework for ASUD



Annex 2: Financial Model Example Framework

