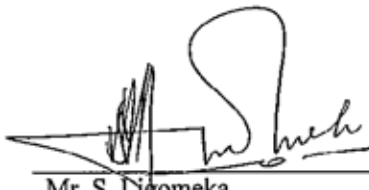


APPENDIX 5

Minutes of Steering Committee Meeting

**Minute of First Steering Committee Meeting
of
The Study on Urban Development Master Plan
for
Lilongwe
in
The Republic of Malawi**

Signed on the 24th day of July, 2009



Mr. S. Digomeka
Director of Local Government Services
Ministry Of Local Government and
Rural Development



Mr. Isamu Asakura
Team Leader
The Study Team
Japan International
Cooperation Agency (JICA)



Mr. H. K. Mphangasa
Chief Executive
Lilongwe City Assembly

Minutes

Steering Committee Meeting

1st Meeting

Venue: Lilongwe City Assembly

Date: July 9, 2009 9:35 – 12:20

The meeting started at 9:35 am and the sitting-in Chairperson apologised for starting late explaining that the Principal Secretary of Local Government, who is the chairperson of the Steering Committee had fallen ill and could not make it to the meeting and had delegated the responsibility to him, Director of Local Government Services.

Participants: As shown in the list attached

Contents of the meeting

1. Welcoming remarks by the Chief Executive Officer.

Mr. H.K. Mmangisa, Chief Executive Officer of LCA, expressed satisfaction with the attendance and he emphasized on the need to ensure that Steering Committee meetings are always attended by senior people.

He highlighted the objectives of urban development master plan.

2. Opening remarks by the Chairman, Director of Local Government Services

He commended JICA Study Team (JST) for coming up with a very comprehensive Urban Development Master Plan inception report. He observed that it would not be easier to plan a city where people have already settled. He also observed that the old master plan had been taken over by events.

He highlighted on the need for more consultation and involvement of beneficiaries to ensure ownership of the planning process and the plan itself.

He then thanked the Japanese government and appealed to JICA not to stop at the master plan only because implementation of the master plan, which requires massive investment, and cannot be done by the Government of Malawi alone without assistance.

3. Matters Arising from the Minutes of Scope of Work

The changes in Cabinet had affected the composition of the Steering Committee as outlined in the minutes of the Scope of Works. For example, the Ministry of Housing and Urban Development, which was a member, had been incorporated in the Ministry of Lands, Housing and Urban Development.

The meeting resolved that the Ministry of Natural Resources, Energy and Environment should become a member.

The meeting further resolved that the new Ministry of Lands, Housing and Urban Development will continue to be represented by the controlling officer.

4. Presentation of Draft Inception Report by JST Leader.
Handouts were distributed and outline of the study method was explained.
5. Discussion: Questions and Comments
 - a. Reference was made to slide number 7, a map showing the real development on the ground to discuss the expansion of the City.
 - i. When expanding, which is important for the city's future growth, there is need to realise that we are also reducing the area for the district assemblies.
 - ii. There is need also to consider the city development internally before moving onto expansion. The challenges of expansion being infrastructure and service provision.
 - iii. It was agreed to include Dowa District Assembly in the Steering Committee because the city is also expanding into its land in the end of the city.
 - b. Reference on slide 14, issue of ownership
 - i. It was observed this approach was not clearly stating on how it would engage the participation of people on the ground.
 - ii. In response the JST said that it thought it was difficult to get in-touch with the community by themselves and collaboration work with LCA and the JST is most necessary for the success of community involvement. It was confirmed that LCA will collaborate with the JST for community involvement.
 - c. Slide number 5 on groups membership
 - i. There should be a working group on environment for coordination on the impact on environment. It was agreed that the environmental working group (WG) will be established as the fifth working group.
 - d. Reference to slide 12 and 16 on population growth, transportation and traffic survey.
 - i. Looking at the target points for the traffic survey to be conducted, suggestion was made to include the highly populated areas and to also consider the welfare of pedestrian.
 - ii. In response the JST said that the Engineering Department of the LCA would work together with the JST to identify the potential areas to include on the survey so as to capture a true reflection of transport/traffic on the ground.
 - iii. Other surveys were conducted by other stakeholders and the historic information should also be compared with the results that will be obtained during the study team's survey.
 - e. During a land use planning WG meeting, there was a concern on the "Garden City Concept" on which the City of Lilongwe was built, as being expensive. However, it was agreed that the concept cannot be changed.
6. Any Other Business
 - a. Change should be made on the first edition of the newsletter to reflect who chaired the 1st meeting of the Steering Committee on behalf of the Principal Secretary for Local Government and Rural Development.
 - b. Request for Malawi Housing Corporation (MHC) to be included in the Steering Committee. In response it was noted that MHC was already represented by its

mother ministry, the Ministry of Lands, Housing and Urban Development. It was resolved the MHC should participate in the relevant working group committee. Also if need arises, they could be invited to the subsequent Steering Committee meetings as was done by the town planning chairman.

7. Closing remarks by the Chief Executive Officer.
 - a. Support will be given to the JST during their time of work.
 - b. The assembly is open for city developmental contributions.
8. Closing remarks by the Chairman.
 - a. After the changes discussed in the meeting, the Inception Report will be adopted.
 - b. Thanked all for the contributions and stressed that "*We is stronger than me*".

Attendant List of 1st Steering Committee (July 9, 2009)

	Name	Position	Organisation
1.	H. K. Mmangisa	Chief Executive	Lilongwe City Assembly
2.	S. Ligomeka	Director of Local Government Services	Ministry Of Local Government and Rural Development
3.	C.K Chiunda	Director	Development Planning and Cooperation
4.	Charles Kalembe	District Commissioner	Lilongwe District Assembly
5.	J.R. Kanjere	Chairman, LCA Town Planning Committee	Lilongwe City Assembly Planning Committee
6.	G.L Nthachi	CMO (EM and V)	Ministry of Lands Housing & Urban Development
7.	F.C.J Tukula	Commissioner for Physical Planning	Ministry of Lands Housing & Urban Development
8.	Mike Moyo	Senior Advisor	GTZ – MGPDD, Ministry of Local Government
9.	H.T Kamela	Development Control Manager	Lilongwe City Assembly
10.	J.D Mtawali	Chief Accountant	Lilongwe City Assembly
11.	A.D Kwanjana	Deputy Director of Cleansing	Lilongwe City Assembly
12.	M. Mpakule	Monitoring & Evaluation Officer	Lilongwe City Assembly
13.	C. Kulemeka	Town Planning Manager	Lilongwe City Assembly
14.	D. Mpoola	Director of Planning & Development	Lilongwe City Assembly
15.	J. Tsogolani	Director of Engineering Services	Lilongwe City Assembly
16.	L.B Kazula	Assistant Director for Parks Recreation & Environment	Lilongwe City Assembly
17.	P.J Chitosi	Malawi Housing Cooperation	Lilongwe City Assembly
18.	E. Ulaya	Director of Commerce	Lilongwe City Assembly

(JICA Malawi)

1.	A Hoshino	Deputy Representative
2.	G. Kapalamula	Senior Programme Officer

(JST)

1.	Isamu ASAKURA	Team Leader/ Urban Development
2.	Kenji TAKAHASHI	Urban Planning/ Land Use Planning
3.	Syuichi YUMOTO	Transport Planning/ Transport Facilities
4.	Nurul ISLAM	Urban Utilities
5.	Takashi SUGIYAMA	Socio-economic Analysis/ Institution/ Organization (1)
6.	Toshiomi OGURA	Road Planning/ Public Transport Planning
7.	Kyoko USUDA	GIS(1)
8.	Vijay NEEKHRA	Land Use Survey
9.	Ruth	Secretary

Detailed Attendant List of Steering Committee (July 9, 2009)

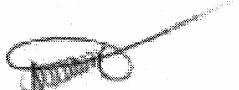
	Name	Position	Organisation	Mobile Phone Number	E-mail Address
1.	H. K. Mnangisa	Chief Executive	Lilongwe City Assembly	0999955777	EMMONGISA@LilongweCity.gov.mw
2.	S. Ligomeka	Director of Local Government Services	Ministry Of Local Government and Rural Development	0999957807	
3.	C.K Chiunda	Director	Development Planning and Cooperation	0999 228 626	cliffchiunda@yahoo.co.uk
4.	Charles Kalemba	District Commissioner	Lilongwe District Assembly	0888 838 901	ckalemba@hotmail.com
5.	J.R. Kanjere	Chairman, LCA Town Planning Committee	Lilongwe City Assembly Planning Committee	0999 865 748 0888 202 748	irk@kanjereassociates.com
6.	G.L Nthachi	CMO (EM and V)	Ministry of Lands Housing & Urban Development	0888 868 288	geonhachi@yahoo.com
7.	F.C.J Tukula	Commissioner for Physical Planning	Ministry of Lands Housing & Urban Development	0999 950 791	felixtukula@yahoo.co.uk
8.	Mike Moyo	Senior Advisor	GTZ - MGPD, Ministry of Local Government	0888 868 968	mike54moyo@yahoo.com
9.	H.T Kamela	Development Control Manager	Lilongwe City Assembly	0999 964 225	kamelah910@alummi.ite.nl
10.	J.D Mtawali	Chief Accountant	Lilongwe City Assembly	0999 338 591	janengosi@yahoo.com
11.	A.D Kwanjara	Deputy Director of Cleansing	Lilongwe City Assembly	0999 910 271	akwanjana@yahoo.co.uk
12.	M. Mpakule	Monitoring & Evaluation Officer	Lilongwe City Assembly	0999 562 644	lpm.sukuma@yahoo.com
13.	C. Kuleneka	Town Planning Manager	Lilongwe City Assembly	0999 552 175	catherine.kuleneka@yahoo.ie
14.	D. Mpoola	Director of Planning & Development	Lilongwe City Assembly	0999 510 812	dmpoola@yahoo.com
15.	J. Tsogolani	Director of Engineering Services	Lilongwe City Assembly	0888 834 837	jtsogolani@yahoo.com
16.	L.B Kazula	Assistant Director for Parks Recreation & Environment	Lilongwe City Assembly	0999 309 991	
17.	P.J Chitosi	Malawi Housing Cooperation	Lilongwe City Assembly	0888 571 820	pchitosi@yahoo.co.uk
18.	E. Ulaya	Director of Commerce	Lilongwe City Assembly	0888 405 050	ella.ulaya@gmail.com
19.	A Hoshino	Deputy Head	JICA Malawi	0888 205 936	Hoshino.Akihiko@jica.go.jp
20.	G. Kapalamula	Senior Programme Officer	JICA Malawi	0999 919 564	jicamw-econ@jica.go.jp

Minute of Second Steering Committee Meeting
of
The Study on Urban Development Master Plan for Lilongwe
in the Republic of Malawi

Signed on the 19th October, 2009



Mr. P. Kabambe
Principal Secretary
Ministry of Local Government and
Rural Development



Mr. D. Mpoola
Director of Planning and Development
Lilongwe City Assembly



Mr. Isamu Asakura
Team Leader
The Study Team
Japan International Cooperation Agency
(JICA)

The second Steering Committee meeting for the Study on Urban Development Master Plan for Lilongwe was held at Chamber in Lilongwe City Assembly on 8th October 2009.

Welcome Remarks by the Principal Secretary, Ministry of Local Government and Rural Development

The second Steering Committee meeting was called to order at 09:10 am. With welcome remarks from Mr. D.L Mpoola, Director of Planning and Development, on behalf of the Chief Executive of Lilongwe City Assembly. He then requested the Principal Secretary of Ministry of Local Government and Rural Development (MLGRD), Mr. P. Kabambe to say his opening remarks as the chairperson. He urged the participants to actively participate in the deliberations and provide suggestions to improve on the work of the JICA Study Team.

Matters Arising from the Previous Minutes

The Steering Committee went through the minutes of the first meeting.

A page by page review of minutes of the first meeting was done with some editorial amendment being made on page one and two inserting “and” and adding “extension of the city to Dowa district” and on page 2, 5(d) adding an “s” to pedestrian.

The minutes of the first meeting of the Steering Committee were adopted after the above corrections.

Presentation of the Progress by the Team Leader (Mr. Asakura)

He presented the summary of the Progress Report focusing on i) the current status of land use, traffic congestion, public transport, water supply, and sewerage, ii) organizational and institutional issues, and iii) development framework, vision, and urban structure concept.

Discussion among the participants

The following issues were discussed among the participants.

1. City Planning

- A question was raised on the relationship between the Master Plan and the City Development Strategy (CDS) projects.

Mr. Kabambe explained that these two plans were not in conflict and there were coordination structures through which information sharing was taking place.

- A question was raised how to deal with undetermined area such as that in the northern part of the City.

The JICA Study Team explained that land use planning; was as it were, basically how to conducting population density planning. Later, it will look at how to accommodate the projected population, keeping appropriate density and urban environmental standards.

2. Transport

- It was suggested that the car parking management should be addressed by the Study.

The JICA Study Team explained that indeed demand for car parking area had been increased with 13% of the traffic growth rate in sub-urban area and 3-8 % in central area of the city. And it is only prudent to incorporate car parking system in this Study.

- Ring road concept should be further explored to find out the possible utilisation of existing roads.

For the mitigation of the road congestion, Inner Ring Road would be applied in central area which would be able to utilise 70% of existing roads. Outer Ring Road would cover built-up area which would be able to utilise 40% of existing roads. .

- A question was raised on the road classification system used in the report.

The JICA Study Team explained that the classification was based on what was used by the Ministry of Transport and Public Work, Roads Authority, and the Lilongwe City Assembly category.

3. Urban Environment Utilities

- A question was raised on the water demand which seemed higher than reality.

The JICA Study Team responded that water demand in the Lilongwe City would increase due to improvement of social conditions. In the Progress Report, the JICA Study Team proposed the unit demand based on current practice, future expected trend, and standard of neighbouring Zambia, as there are no standards or regulations on the water demand in Malawi.

- A question was raised concerning linkage between population density and sewerage development strategy.

The JICA Study Team explained that the induction of sewerage system required certain level of population density due to technical reasons. The Lilongwe City Assembly used to have sewerage tariff system until 2005 however it failed due to weakened institutional capacity. So, institutional capacity building was recognised as one of the most important issue to be addressed. Steering Committee members advised that communal septic tank might be considered as a financially and technically reasonable proposal.

Steering Committee members agreed that the World Bank and the EU aid for water sector would satisfy much of the short term needs.

- A suggestion was raised how garbage generation rate of 0.6kg/c/d proposed by the JICA Study Team could be achieved.

The JICA Study Team explained that garbage generation would be reduced through public

awareness programme.

- A suggestion was given to link all high density areas with the sewerage system.

The JICA Study Team mentioned that though that was the aspiration of the Study target that might not be always possible in terms of technical and financial sustainability.

4. Environment

- A question was raised on environmental working group as suggested in the first meeting of the Steering Committee.

The JICA Study Team answered that the working group for environment would start from October 2009, by the arrival of an Environmental and Social Expert of the JICA Study Team.

5. Energy Sector

- A question was raised why the energy sector was not being dealt with in detail in focus in the Study as was the case with urban utilities, transport, city planning and environment.

The JICA Study Team answered that the Study had been conducted based on the agreement between The Government of the Republic of Malawi and The Government of Japan, and based on the agreement, the energy sector was not included as a main sector. However, the energy sector had been tackled in the Progress Report.

Submission of Progress Report

A total of 30 sets of the Progress Report was distributed to all the participants and the Lilongwe City Assembly.

Comment on the Progress Report will be sent to the JICA Study Team through Mr. D. L Mpoola, Director of Planning and Development of the LCA by 16th October 2009.

Attendance List

Government

<u>No.</u>	<u>Name</u>	<u>Position</u>	<u>Organisation</u>
1	P Kabambe	Principal Secretary	Ministry of Local Government and Rural Development
2	D. Mpoola	Director of Planning & Development	Lilongwe City Assembly
3	J Namfuko	Economist	Ministry of Development Planning Cooperation
4	T. Kumwenda	Economist	Ministry of Development Planning Cooperation
5	K Musukwa	Senior Economist	Ministry of Finance
6	M.G. Mpasa	Director	Ministry Of Irrigation and Water Development
7	F.C.J Tukula	Commissioner for Physical Planning	Ministry of Lands Housing & Urban Development
8	Mike Moyo	Senior Advisor	Ministry of Local Government (GTZ - MGPDD)
9	S.T.M Banda	Senior Engineer-Planning & Design	Roads Authority
10	J. Tsogolani	Director of Engineering Services	Lilongwe City Assembly
11	K. Santhe	Director of Finance	Lilongwe City Assembly
12	V.P.V Mulula	Director of Health & Social Welfare Services	Lilongwe City Assembly
13	M. Kazembe	Director of Parks	Lilongwe City Assembly
14	L.B Kazula	Assistant Director for Parks Recreation & Environment	Lilongwe City Assembly
15	H.T Kamela	Development Control Manager	Lilongwe City Assembly
16	C. Kulemeka	Town Planning Manager	Lilongwe City Assembly

JICA Malawi

<u>No.</u>	<u>Name</u>	<u>Position</u>
17	G. Kapalamula	Senior Programme Officer

JICA Study Team

<u>No.</u>	<u>Name</u>	<u>Position</u>
18	Isamu Asakura	Team Leader/ Urban Development
19	Kenji Takahashi	Urban Planning/ Land Use Planning
20	Shuichi Yumoto	Transport Planning/ Transport Facilities
21	Munenori Tada	Socio-economic Analysis/ Institution/ Organization
22	Nurul Islam	Urban Utilities
23	Akiko Kishi	Social Survey
24	A.J.C Kawonga	Physical Planning
25	Hosea Lobie	GIS Assistant
26	Ruth Chinguwo	Administrative Assistant

Minute of Third Steering Committee Meeting
of
The Study on Urban Development Master Plan for Lilongwe
in the Republic of Malawi

Signed on the 18th December, 2009



Mr. K. Kaphaizi
Secretary for Rural Development
Ministry of Local Government and
Rural Development

Mr. K. Mwangisa
Chief Executive
Lilongwe City Assembly

Mr. Isamu Asakura
Team Leader
The Study Team
Japan International Cooperation Agency
(JICA)

The third Steering Committee meeting for the Study on Urban Development Master Plan for Lilongwe was held at Chamber in Lilongwe City Assembly on 15th December 2009.

Welcome Remarks by the Principal Secretary, Ministry of Local Government and Rural Development

The third Steering Committee meeting was called to order at 09:30 am. Mr. Mmangisa, Chief Executive of the LCA welcome all members to the Steering Committee and emphasized the importance of the meeting and the master plan for the Lilongwe. He then requested Mr. Kaphaizi, the secretary ^{for Rural Development in the} of Ministry of Local Government and Rural Development (MLGRD), to say his opening remarks. He emphasized the importance of all members' participation to the process of preparing master plan. He requested the members to be dedicated to the cause of this study to ensure that the master plan to be produced is not only acceptable by the Malawian citizen but also one that portrays highest professionalism.

Matters Arising from the Previous Minutes

The Steering Committee went through the minutes of the second meeting.

It was noted that despite being present throughout the meeting and making various contributions, the name of the CEO for LCA was missing on the attendance list for the previous meeting. It was agreed that an amendment be made to include his name.

Presentation of the Progress by the Team Leader (Mr. Asakura)

Mr. Asakura a team leader of the JICA Study Team presented the summary of the Interim Report focusing on i) population projection, ii) development strategy, iii) plans of land use and transport, iv) priority projects of each sector, and v) environmental considerations.

Mr. Takahashi, a member of the JICA Study Team in charge of city planning/land use plan, followed to explain detailed land use plan for industry, commerce, resident, and greenery space. He also explained the measure to realise the land use plan and density planning.

Discussion among the participants

The following issues were discussed among the participants.

1. City Planning

- A question was raised how the mixed land use in the city centre would be controlled.

The JICA Study Team responded to the question as follows: the section 5.7 of the ITR 'Institutional Measure to Implement Land Use Zoning' included the explanation about in detail. i) clarification of use / activity; ii) BCR and FAR for density control; and iii) building line / car parking, etc.

- A SC member suggested the development of mixed land use for city centre area by introduction of residential use and commercial land use with current governmental and institutional land use.

The JICA Study Team answered as follows: as written in Section 5.7.1 of the ITR, the JICA Study Team proposed to use the matrix table for the purpose of stipulating the building usage / urban activity by land use clarification category explicitly as well as in the in-detail manner.

- A SC member suggested that development of informal sector employment should be considered in the land use plan.

The JICA Study Team responded as follows: the proposed land use plan intended to locate the light-industry land use area as well as small commercial centre in proximity with the working class residential areas. It would contribute to creation and increase of both formal and informal sector employment.

2. Transport

- A question was raised how the master plan would cope with western and eastern bypass which would be congested by 2030. It might be important to consider the mitigation of congestion from the city centre to suburb. It was also noted that the AfDB planned to construct 32 km road in western bypass of Nacala Corridor.

- It was noted that part of Mzimba Street West Extension, considered as one of priority project (refer ITR S-19), would be funded by the Malawian Government for extension and the construction would commence in 2010.

The JICA Study Team appreciated information given, and answered that the plan was based on the future traffic demand and suggested further discussion concerning detailed road network development plan among stakeholders would be done in the working group.

- A question was raised that the relocation of central bus station and acquisition of land for expansion of M1 road from two to four lanes.

The JICA Study Team answered that master plan carefully considered these matters.

- A question was raised how to mitigate congestion of parking space in Old Town.

The JICA Study Team answered that it was proposed in the ITR to utilise current bus depot as a parking area, and to develop a new bus depot.

3. Public Announcement

- Mr. Tukula, Commissioner for Physical Planning of Ministry of Lands, Housing, and Urban Development (MLHUD) asked how public announcement of the master plan would be done.

Ms. Kulemecka, Town Planning Manager, LCA answered that community leaders were invited to second seminar. Master Plan disclosure through media such as radio can be considered.

Conclusion

The SC members agreed that content of the ITR were basically satisfactory although several amendments would be necessary in accordance with the comments raised and to be delivered additionally.

Others

- Mr. Tukula, Commissioner for MLHUD requested the JICA Study Team to brief the master plan to the Minister of MLHUD in earlier period in 2010.

The JICA Study Team answered that the team will be welcome to have the opportunity to brief to the Minister.

Submission of Interim Report

A total of 30 sets of the Interim Report was distributed to all the participants and the Lilongwe City Assembly. The LCA will send the ITR to the absentee.

Mr. Sano, Project Formulation Advisor from JICA Malawi prompted the participants to read the ITR and give comment to the JICA Study Team through the LCA.

Comment of the ITR will be sent to the JICA Study Team from the SC members through the LCA by mid of January 2010.

Attendance List

Government

<u>No.</u>	<u>Name</u>	<u>Position</u>	<u>Organisation</u>
1	K. Kaphaizi	Secretary	Ministry of Local Government and Rural Development
2	K. Mmangisa	Chief Executive	Lilongwe City Assembly
3	E. Bota	Principal Valuation and Estate Manager	Ministry of Local Government and Rural Development
4	F.C.J Tukula	Commissioner for Physical Planning	Ministry of Lands Housing & Urban Development
5	S.T.M Banda	Senior Engineer of Planning and Design	Roads Authority
6	J. Tsogolani	Director of Engineering Services	Lilongwe City Assembly
7	M. Kazembe	Director of Parks, Recreation and Environment	Lilongwe City Assembly
8	C. Kulemecka	Town Planning Manager	Lilongwe City Assembly
9	E. Chirambo	Commercial Manager	Lilongwe City Assembly
10	K. Banda	Operation Manager	Lilongwe City Assembly

JICA Malawi

<u>No.</u>	<u>Name</u>	<u>Position</u>
11	Shinji Obuchi	Resident Representative
12	Akihira Sano	Project Formulation Advisor
13	G. Kapalamula	Senior Programme Officer

JICA Study Team

<u>No.</u>	<u>Name</u>	<u>Position</u>
14	Isamu Asakura	Team Leader/ Urban Development
15	Kenji Takahashi	Urban Planning/ Land Use Planning
16	Shuichi Yumoto	Transport Planning/ Transport Facilities
17	Munenori Tada	Socio-economic Analysis/ Institution/ Organization
18	Nurul Islam	Urban Utilities
19	Masahiro Ibayashi	Environmental and Social Considerations
20	Takahiro Kamishita	Solid Waste Management
21	Akiko Kishi	Social Survey
22	A.J.C Kawonga	Physical Planning
23	Hosea Lobie	GIS Assistant
24	Ruth Chinguwo	Administrative Assistant

Minutes of Fourth Steering Committee Meeting
of
The Study on Urban Development Master Plan for Lilongwe
in the Republic of Malawi

Signed on the 17th June, 2010



Mr. S. Dgomeka
Director of Local Government Services
Ministry of Local Government and
Rural Development



Mr. H. K. Mmangisa
Chief Executive
Lilongwe City Council



Mr. Isamu Asakura
Team Leader
The Study Team
Japan International Cooperation Agency
(JICA)

The fourth Steering Committee for the Study on Urban Development Master Plan for Lilongwe was held on 15th June 2010.

Welcome Remarks

The fourth Steering Committee was held from 9:30 to 12:30 on June 15, 2010. Mr. H. K. Mmangisa (CEO) made a welcome speech and thanked the stakeholders for their participation and contribution during the whole consultation process. The opening speech was then made by Mr. S. Ligomeka, the Director of Local Government Services in the Ministry of Local Government and Rural Development and he put an emphasis on the ownership of the Master Plan and responsibilities by the relevant stakeholders on implementation of the same for the development of the capital city of Malawi.

Matters Arising from the Previous Minutes

The minutes of the third Steering Committee were confirmed by the participants and no matters were raised except for a list of members in which one stakeholder who belong to the Ministry of Lands, Housing and Urban Development was mistakenly taken as from Ministry of Local Government and Rural Development.

Presentation of the Revised Final Draft Report

The JICA Study Team led by Mr. Asakura, presented the summary of the revised draft report, the land use plan, and implementation of a master plan focusing on the urgent road improvement project and capacity development project for urban plan and development management.

Discussion among the participants

The following issues were discussed among the participants.

- A confirmation was made on the responsible agencies for implementation of major road development & maintenance (M1, ring, radial roads). It was suggested that the Roads Authority is the main implementer but the Lilongwe City Council should also be recorded as an implementer in major roads development as well.
- A discussion was then made on review of the master plan regarding time interval (say, five or ten years) of review. It was suggested that regardless of the meaning of the word review, five years would be the appropriate span to monitor change in urban development. The revision of urban plan of Lilongwe City will be done after 20 years (i.e. 2030).

- It was proposed that capacity development for staff members belonging to Lilongwe City Council for urban plan and development management should be extended to the Directorate of Park and Recreation, and Environment because of the management aspect of greenery / open space, areas.
- It was agreed that the Master Plan should be recognized as a 2010 – 2030 master plan. It was felt not appropriate to only mention 2030.
- It was confirmed that legalization of the 2010-2030 land use plan will be executed before December 2010. This means adoption by Lilongwe Town Planning Committee and approval by the minister responsible for physical planning (i.e. the Minister of Lands, Housing and Urban Development).
- It was confirmed that the new bus terminal proposed near the Lilongwe Bridge in the master plan is to be developed in the mid-term (2020). The new bus terminal would be a consolidated terminal accommodating mini, large and inter-city buses. The appropriateness of the new bus terminal site should be further confirmed through EIA.
- It was confirmed that M 1 road development from Area 18 roundabout to Kanengo (industrial area) would be implemented in the mid-term while from Chidzanja Road junction to the south city boundary to be executed in the long-term.
- All participants acknowledged that the projects proposed in the short-term are necessary for development of the capital city. Financial amounts for these projects were confirmed by the relevant stakeholders during this Steering Committee meeting.

Comments on the revised DFR

- A total of 30 sets of the revised DFR were distributed to all participants during the steering committee meeting.
- It was confirmed that comments on the revised DFR shall be sent to the JICA Study Team through JICA by 27th June, 2010.

Attendance List

Government

No	Name	Position	Organization
1.	S. Ligomeka	Director	Ministry of Local Government & Rural Development
2.	K. Mmangisa	Chief Executive	Lilongwe City Council
3.	F. Tukula	Commissioner for Physical Planning	Ministry of Lands, Housing & Urban Development
4.	E. Bota	Principal Valuation & Estates Manager	Ministry of Lands, Housing & Urban Development
5.	Tressa Senzani	Senior Deputy Secretary	Ministry of Lands, Housing & Urban Development
6.	Temwani Kumwenda	Economist	Ministry of Development Planning and Cooperation
7.	Samuel Biton	Civil Engineer	Ministry of Irrigation & Water Development
8.	Blessing H. Mpanga	Senior Physical Planning Officer	Department of Physical Planning
9.	Jambo Chidziwisano	Senior Physical Planning Officer	Department of Physical Planning
10.	Gibson Kamtsalira	Planning Officer	Department of Physical Planning
11.	Eng. Placid Katsakatira	Director of Planning & Design	Roads Authority
12.	Sabrina Beckmann	Junior Advisor	German Development Service
13.	Honourable Herbet Bimphi MP	Chairperson, Social & Community Committee	National Assembly
14.	Honourable Ulemu Chilapondwa MP	Transport & Public Works Committee Member	National Assembly

15.	Dalitso Mpoola	Director of Planning & Development	Lilongwe City Council
16.	Dyton Milanzi	Director of Administration	Lilongwe City Council
17.	Martin Kazembe	Director of Parks, Recreation and environment	Lilongwe City Council
18.	Julius Tsogolani	Director of Engineering Services	Lilongwe City Council
19.	Yohane Nyanja	Deputy Director of Economic Planning	Lilongwe City Council
20.	Catherine Kulemeka	Town Planning Manager	Lilongwe City Council
21.	Kalimujiso Banda	Community Development Service Manager	Lilongwe City Council

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22.	Akihira Sano	Project Formulation Advisor
23.	Godfrey Kapalamula	Senior Program Officer

JICA Study Team

24.	Isamu Asakura	Team Leader/Urban Development
25.	Kenji Takahashi	Urban Planning / Land Use Planning
26.	Munenori Tada	Socio-economic Analysis / Institution/ Organization
27.	Toshiomi Ogura	Public transport planner
28.	Ruth Chinguwo	Administrative Assistant

APPENDIX 6

Members List

Steering Committee Members

All the Participants of four Steering Committees

Ministry of Local Government and Rural Development

P Kabambe	Principal Secretary
K. Kaphaizi	Secretary for Rural Development
S. Ligomeka	Director of Local Government Services
M. Moyo	Senior Advisor (GTZ-MGPDD)

Lilongwe City Council

H. K. Mmangisa	Chief Executive
D. Mpoola	Director of Planning & Development
J. Tsogolani	Director of Engineering Services
M. Kazembe	Director of Parks Recreation and Environment
V.P.V Mulula	Director of Health & Social Welfare Services
E. Ulaya	Director of Commerce
K. Santhe	Director of Finance
D. Milanzi	Director of Administration
Y. Nyanja	Deputy Director of Economic Planning
A.D Kwanjana	Deputy Director of Cleansing
L.B Kazula	Assistant Director for Parks Recreation & Environment
H.T Kamela	Development Control Manager
C. Kulemeku	Town Planning Manager
E. Chirambo	Commercial Manager
K. Banda	Urban Planner
J.D Mtawali	Chief Accountant
M. Mpakule	Monitoring & Evaluation Officer

Ministries and Governmental Organizations

G.L. Nthachi	CMO (EM and V), Ministry of Lands, Housing & Urban Development
F.C.J Tukula	Commissioner for Physical Planning, Ministry of Lands, Housing & Urban Development
T. Senzani	Senior Deputy Secretary, Ministry of Lands, Housing & Urban Development
E. Bota	Principal Valuation and Estate Officer, Ministry of Lands, Housing & Urban Development
C.K Chiunda	Director, Ministry of Development Planning and Cooperation
J. Namfuko	Economist, Ministry of Development Planning Cooperation
T. Kumwenda	Economist, Ministry of Development Planning Cooperation
M.G. Mpasa	Director, Ministry of Irrigation and Water Development
S. Biton	Civil Engineer, Ministry of Irrigation & Water Development
K Msukwa	Senior Economist, Ministry of Finance

B.H. Mpanga	Senior Physical Planning Officer, Department of Physical Planning
J. Chidziwisano	Senior Physical Planning Officer, Department of Physical Planning
G. Kamtsalira	Planning Officer, Department of Physical Planning
S.T.M Banda	Senior Engineer of Planning and Design, Roads Authority
P. Katsakatira	Director of Planning & Design, Roads Authority
J.R. Kanjere	Chairman, Lilongwe Town Planning Committee
C. Kalemba	District Commissioner, Lilongwe District Assembly
P.J Chitosi	Regional Manager, Malawi Housing Cooperation
S. Beckman	Junior Advisor, German Development Service

National Assembly

Hon. H. Bimphi, MP	Chairperson, Social & Community Committee
Hon. U. Chilapondwa, MP	Member, Transport & Public Works Committee

JICA Malawi Office

S. Obuchi	Resident Representative
A. Hoshino	Deputy Representative
A. Sano	Project Formulation Advisor
G. Kapalamula	Senior Programme Officer

Member of JICA Study Team

Isamu Asakura	Team Leader/ Urban Development
Kenji Takahashi	Urban Planning/ Land Use Planning
Syuichi Yumoto	Transport Planning/ Transport Facilities
Nurul Islam	Urban Utilities
Takashi Sugiyama	Socio-economic Analysis/ Institution/ Organization
Munenori Tada	Socio-economic Analysis/ Institution/ Organization
Masahiro Ibayashi	Environment and Social Considerations
Toshiomi Ogura	Road Planning/ Public Transport Planning
Takahiro Kamishita	Solid Waste Management
Akiko Kishi	Social Survey
Vijay Neekhra	Land Use Survey
A.J.C Kawonga	Physical Planning
Kyoko Usuda	GIS
Hosea Lobie	GIS Assistant
Ruth Kapanga Chinguwo	Administrative Assistant

APPENDIX 7

Newsletter



1. INTRODUCTION

In response to the official request of the Government of Malawi (GoM), the Government of Japan (GoJ) has decided to conduct "the Study on Urban Development Master Plan for Lilongwe" (the Study) in accordance with the Agreement on Technical Cooperation between GoM and GoJ signed on 19th November 2008.

Accordingly, the Japan International Cooperation Agency (JICA), the official agency responsible for the implementation of the technical cooperation programs of GoJ, commenced the Study on June 2009 in close cooperation with the Ministry of Local Government and Rural Development (MoLGRD), Lilongwe City Assembly and other authorities concerned.

2. BACKGROUND

The Lilongwe Master Plan developed in 1968 shows the basic principles of the urban planning for Lilongwe City. The Lilongwe Outline Zoning Scheme, which followed in 1969, indicated the outlines of land use for the new capital. The said zoning scheme was reviewed in 1986 and defined 55 areas (to which two areas have been added to the present zoning).

Presently, the land area of Lilongwe City is 465 km² and has a population of approximately 670,000 according to the latest population census in 2008. In spite of the existing plan intended to develop the northern area of the city, the urban area is expanding to southern, south western and western areas of the old town sector of the city. Generally the city is experiencing rapid population growth at an average rate of 4.3 per cent per year. There is a proliferation of unplanned settlement in areas degraded for other uses throughout the city. It is therefore urgently necessary to define and secure the most land for residential development, especially for middle and low income households (in the area of high density traditional, high and medium density permanent).

Limited road network coupled with ever increasing number of vehicles is resulting in traffic congestion, especially in old town sector of the City. Other traffic related issues that need to be dealt with include improvement of public transport facilities, improvement of access to unpaved areas, and widening of the main trunk roads.

The city also has a potential problem on utility

service improvement. Both governments agreed that three subsectors of water supply, sewage treatment and solid waste management are the target of an in-depth study.

3. THE OBJECTIVES OF THE STUDY

- (1) To formulate land use plans of Lilongwe City
- (2) To formulate urban development plans
- (3) To formulate the subject plans on transport and urban utilities (i.e. water supply, sewerage and solid waste management)
- (4) To formulate a capacity development plan to ensure implementation of the outputs of the Study
- (5) To formulate an implementation and management plan, and
- (6) To carry out technology transfer to Malawian counterparts through the Study

4. STUDY AREA

The Study area covers the entire Lilongwe City and the adjoining Area 58, as illustrated below.

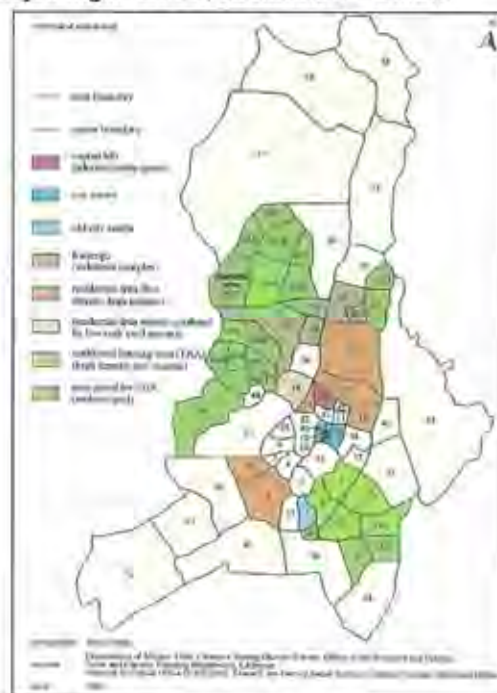


Figure-1 Study Area



"The Study on Urban Development Master Plan for Lilongwe"

Ministry of Local Government and Rural Development
Lilongwe City Assembly

NEWSLETTER

No.1 July 2009



JICA

5. SCOPE OF THE STUDY

Study will cover the following items:

- 1 Review and analysis of the current situation
 - 1) Review the existing Outline Zoning Scheme and relevant plans
 - 2) Collect and review the necessary data and information
 - 3) Analyze the institutional capacity for the relevant organization
 - 4) Analyze the urban development and planning constraints and challenges
- 2 Formulation of development vision and goals
- 3 Formulation of socio-economic framework
- 4 Formulation of land use plan
- 5 Formulation of the subject plans
 - 1) Transport
 - 2) Urban utilities (i.e. water supply, sewerage and solid waste management)
- 6 An environmental and social impact study
- 7 Capacity assessment and development plan
 - 1) Assess the gap between the required and existing capacities
 - 2) Formulate the capacity development plan
 - 3) Assess information management
- 8 Formulation of implementation and management plans
- 9 Technical and knowledge transfer through the implementation of the Study



Transport measure for urban poor, Mini-Bus

6. SCHEDULE

Outline of the Study Schedule is as follows:

June to September 2009

- Analysis and evaluation of the present condition, including traffic survey and current land use map making.
- Development framework setting, goal and vision proposal
- Seminar (September)

October to December 2009

- Formulation of land use plan
- Formulation of the subject plans (strategy)
- Seminar (December)

January to April 2010

- Formulation of the subject plans
- Environmental and social impact study
- Implementation and management plan
- Capacity development plan
- Seminar (March)

June 2010

- Finalization of the Study Report

7. CURRENT PROGRESS OF THE STUDY

The first Steering Committee (SC) meeting was held on 9 July 2009, chaired by Director of Local Government Services of Ministry of Local Government and Rural Development Mr. S. Ligomeka. JICA Study Team presented the draft Inception Report and SC members consented with finalization of ICR with some amendment.

TRAFFIC SURVEY

The Study Team has just started traffic survey consisting of; i) traffic counting and road side questionnaire survey concerning origin and destination on arterial roads in the city, and ii) public transportation survey. It is planned that the surveys will be finished by the end of August 2009.

CONTACT US

For more information and inquiries, please contact us.

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"The Study on Urban Development Master Plan for Lilongwe"

Ministry of Local Government and Rural Development
Lilongwe City Assembly

NEWSLETTER

No.2 October 2009



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1. 1ST SEMINAR

The 1st seminar was conducted at the Pacific Hotel on 2nd October 2009, to introduce the Study, to disseminate the progress of the Study and to collect and share ideas among the participants.

The Principal Secretary of Ministry of Local Government and Rural Development gave welcome speech. The seminar was consisted of four sessions, following his welcome speech.

Session 1: Introduction, Outline of the Study
Session 2: Progress of Urban Planning / Land Use
Session 3: Progress of Urban Transport
Session 4: Progress of Urban Utility

50 attended to the seminar in total from study-related ministries and governmental organisations, steering committee and working group members of the Study, donors, and NGOs. Attendance actively exchanged opinions on the progress of the Study.



Welcome Speech by Mr. P. Kabambe, Principal Secretary of Ministry of Local Government and Rural Development



All the attendance of the Seminar

2. 2ND STEERING COMMITTEE

The 2nd Steering Committee was conducted at the Chamber, the Lilongwe City Assembly (LCA) chaired by Mr. P. Kabambe, Principal Secretary of MOLGRD on 8th October 2009 inviting 17 members in total. Progress Report was distributed and the contents of the report including analysis results concerning land use, urban transportation, urban utility, etc. were reported to the participants by JICA Study Team.



Discussion at 2nd Steering Committee

3. PROGRESS REPORT

The content of the Progress Report is consist of four chapters; i) Introduction, ii) Lilongwe Now: The Status Quo, iii) Development Issues of the Lilongwe City, and iv) Development Concept of the Lilongwe City.

Urban Planning / Land Use

- Population increase mostly in THA and informal settlement
- Urban development goes to horizontal direction

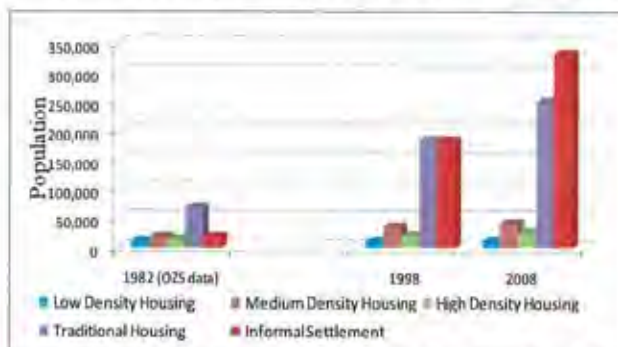


Figure 1 Population Trend by Type of Residential Area



"The Study on Urban Development Master Plan for Lilongwe"

Ministry of Local Government and Rural Development
Lilongwe City Assembly

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No.2 October 2009



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Urban Transport

- Excess of the road capacity especially at section from Paul Kagame to Malangalanga via Glyn Jones roundabout
- Higher fare of minibus compared to average of income forcing the low income family walk to commute.



Figure 2 Traffic Condition in Central Lilongwe

Urban Utility

- Aid being conducted by WB and EU for water supply and sewerage management will satisfy the development needs in Lilongwe in short term.
- However, several problems such as sewerage usage tariff discontinuation, inappropriate maintenance of sewage treatment plant, lacks public awareness campaign for garbage disposal management, out of ordered equipment for garbage collection, etc. are to be addressed.
- Weak institutional capacity in sewerage and solid waste management are the root to current problems happened.



Photo: Kauma Sewage Treatment Plant

Population Projection

Lilongwe population increases very rapidly exceeding the Blantyre population in 2008. On the assumption that the increase rate will slightly decline, population of Lilongwe in 2030 will be approximately 1.6 million from 670,000 in 2008.

Population increment with approximately 900,000 should be accommodated in the Lilongwe urban land use in 2030 by harmonizing with the environment.

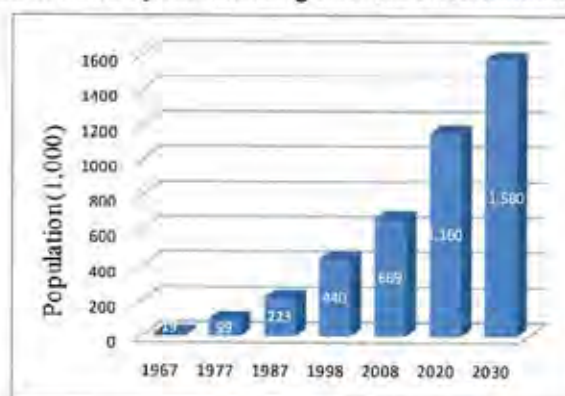


Figure 3 Future Population of Lilongwe

4. FURTHER STUDY

The land use plan will be prepared by the end of 2009 and sector based plans of urban planning, urban transport, and urban utility will be developed based on the land use plan until March 2010.

Year	2008	2010	2012	2014	2016	2018	2020
Study	Review and analysis of the current situation	Development Vision / Goals	Formulation of Land Use Plan	Formulation of the Urban Plan	Formulation of the Urban Plan	Formulation of the Urban Plan	Formulation of the Urban Plan
Project	Review and analysis of the current situation	Development Vision / Goals	Formulation of Land Use Plan	Formulation of the Urban Plan	Formulation of the Urban Plan	Formulation of the Urban Plan	Formulation of the Urban Plan
Study	Review and analysis of the current situation	Development Vision / Goals	Formulation of Land Use Plan	Formulation of the Urban Plan	Formulation of the Urban Plan	Formulation of the Urban Plan	Formulation of the Urban Plan

Note: RCR: Research Report; PR: Progress Report; TR: Technical Report; DFR: Draft Final Report; FR: Final Report

CONTACT US

For more information and inquiries, please contact us.

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APPENDIX 8-1

Preparatory Study of Priority Projects (The Project for Improvement of Major Roads in the City of Lilongwe)

1. Project title

The Project for Improvement of Major Roads in the City of Lilongwe

2. Background

(1) Name of the sector

Transportation Infrastructure (Roads sub-sectors)

(2) Current situation and problems of the proposed sector

The current jurisdiction area of Lilongwe City is 393 km² and has a population of approximately 674,000 according to the latest 2008 Population Census.

Road network in Lilongwe city comprises of main, secondary, urban and community roads. A total road length is approximate 585 km in the city of which main road and secondary road have approximate 60 km and 30 km in length respectively as shown below.

Table 1 Road Length by Road Classification and Surface Type

(unit: m)

Surface Type	*Main Road	*Secondary Road	**Urban Road	**Community Road	Total
Paved road	59,700	27,200	45,304	130,742	262,946
Asphalt	16,500	-	8,195	23,939	48,634
Chip Seal	43,200	-	26,301	88,638	158,139
Slurry Seal	-	27,200	10,808	18,165	56,173
Unpaved road	0	2,700	2,105	317,295	322,100
Gravel	-	-	-	3,256	3,256
Earth	-	2,700	2,105	314,039	318,844
Total	59,700	29,900	47,409	448,037	585,046

Source: Roads Authority & JICA Study Team

Remarks: *; The road inventory survey was conducted for main and secondary roads, August, 2009

**; Roads Authority's database is used for the length of urban and community roads.

M1 Road (National Road No.1) as regional arterial road forms the north-south trunk axis in Lilongwe City as shown in Figure 2.

Only 2-lane carriageway was currently constructed in M1 road, although all main and secondary roads were planned to be 4-lane carriageway by the Outline Zoning Scheme of Lilongwe City formulated in 1986. However, due to the recent traffic increase, road congestion on M1 became serious in central area.

According to the traffic survey conducted in 2009 by JICA Study Team, the traffic volume of 15,500 cars/day was observed at M1 road between the intersection with Paul Kagame to that with Malangalanga road as shown in Figure 1. Moreover, traffic volume of 27,000 cars/day was observed at

Lilongwe Town Hall roundabout. These traffic volumes apparently exceed the road capacity of 2-lane road and the road traffic condition in the center area of Lilongwe City is rapidly worsening.

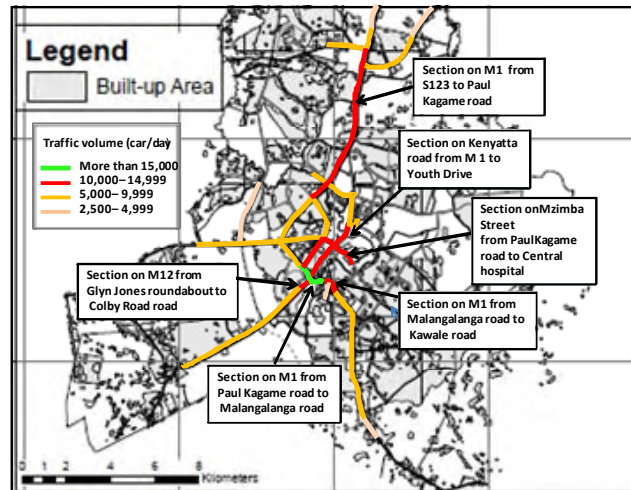


Figure 1 Traffic Volume in the Center Area of Lilongwe

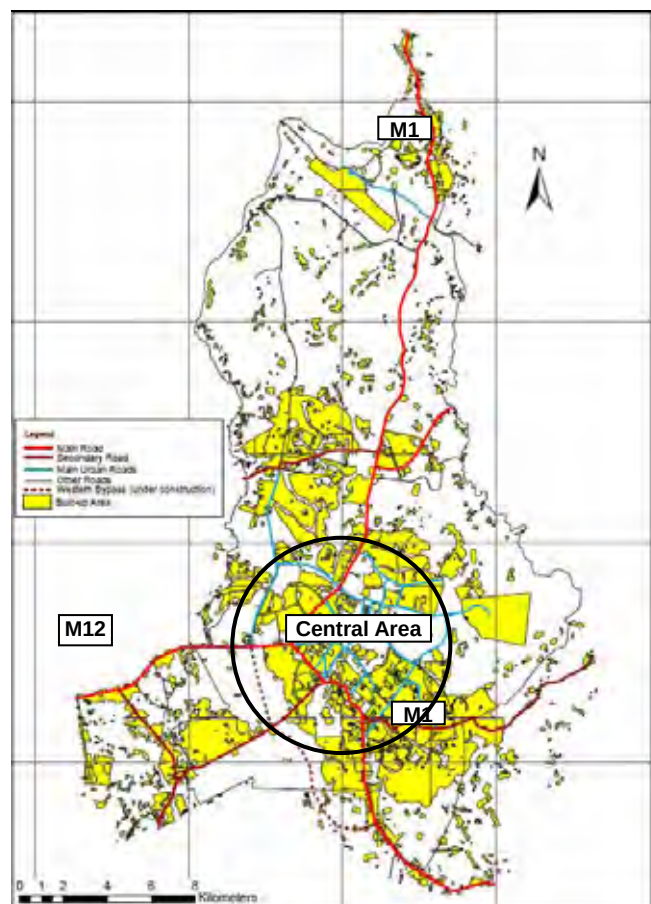


Figure 2 Existing Road Network in Lilongwe City

(3) Other particular data/information related to the sector

1) Urban Development Master Plan for Lilongwe

The Project is proposed in recommended short term program of JICA's Study 2009/2010 (The Study on Urban Development Master Plan for Lilongwe in the Republic of Malawi) requested by the Government of the Republic of Malawi.

The major objectives of the Master Plan (MP) are:

- ✓ To formulate land use plans of Lilongwe City
- ✓ To formulate urban development plans
- ✓ To formulate the subject plans on transport and urban utilities (i.e. water supply, sewerage and solid waste management)
- ✓ To formulate a capacity development plan to ensure implementation of the outputs of the MP
- ✓ To formulate an implementation and management plan

2) Bypass Road Projects in Lilongwe City

Eastern and Western Bypass routes have been proposed in order to ease congestion in the centre of Lilongwe, and also to detour the through traffic.

The bypass road project was part of road sections designated on the 1986 Lilongwe Outline Zoning Scheme by Lilongwe City Council.

The Nacala corridor, which is under construction by the resource assistance of AfDB and other donors, will be the main transit route to Malawi by road through Mozambique.

The city of Lilongwe falls within the Nacala corridor, and the Government of Malawi intends to align the Nacala corridor on the western bypass road in Lilongwe.

(4) Relations between the project/program and the national development plan

1) National Vision

The Malawi Growth and Development Strategy 2006/2007 – 2010/2011 (MGDS) is a policy framework of national development of Malawi, to attain the Malawi Millennium Development Goals (MMDGs) and the Malawi Vision 2020.

Table 2 Flow and Linkage among Major Policies and Strategies

National Policies, Strategies	Year	Linkage, Content
Malawi Vision 2020	1998	National long-term development perspective
Malawi Millennium Development Goals	2005	- Prepared to comprehensively

(MMDGs)			reflect findings from 2000 to 2005 - Set eight goals
Malawi Growth and Development Strategy (MGDS) 2006/2007 – 2010/2011	Prepared to attain Malawi Vision 2020 and MMDGs 2005	2006	- Policy framework of national development of Malawi - Absorbed National Export Strategy

2) Outline Zoning Scheme

The Lilongwe Outline Zoning Scheme is a statutory land use plan for the Lilongwe City prepared in 1986, as an update version of Lilongwe Structure Plan in 1978.

A linear, multi-centred urban form for the City was adopted to avoid the congestion problems of a single centre city. In order to promote the form, the Lilongwe Structure Plan divided the Lilongwe City into four sectors; Old Town, Capital Hill, Kanengo, and Lumbadzi, each being self contained complete with own commercial centre. This principle was taken over to the Outline Zoning Scheme.

The Outline Zoning Scheme is characterized in three strategies;

- To make more efficient land use:
Layout for housing, industrial, commercial, and other areas will be designed to make maximum use of land consistent with minimizing infrastructure and service costs per plot.
- To consolidate the urban form:
Vacant sites within a build-up area will be developed first before sites on the edge or elsewhere
- To achieve a more balanced pattern of development:
It is to ensure that the each sector and neighborhood is self contained with housing, employment opportunities, services, and facilities. Priority is to be given to developing the Capital Hill and the Kanengo sectors.

3) LILONGWE City Development Strategy (CDS)

Final draft of the City Development Strategy (CDS) was issued in November 2009 under the support programme of Cities Alliance. The CDS was prepared to deal with the complex social and economic development challenges in the City, because master plans and structure plans prepared in the past were no more met to the latest situation of the City.

Thematic approach is applied to produce outcomes of strategic plan. There are five themes as follows: governance, shelter and land, community development, service and the environment, and economic development.

The City vision statement is set, while each theme also has vision statement.

‘Lilongwe will offer residents and businesses quality and reliable infrastructure, services, and facilities within a well-planned city. The Lilongwe City Council will lead and govern within the context of an enabling participatory environment to ensure a shared future’.

(5) Relations between the project/program and the sector development plan

Road Sector Program

The Malawi Growth and Development Strategy (MGDS) provides a long-term goal in the road transport sector and the Road Sector Program is aligned with the strategies of the MGDS.

Road Sector Program is a five-year program from 2006 to 2011 providing:

- ✓ Policy statements,
- ✓ Investment plan in the road sector,
- ✓ Institutional action plan which includes monitoring, consultation and management systems.

The sources of funds for the construction, maintenance and rehabilitation of the road network come from fuel levy and transit charge, budget from the central government and assistance by donors. These funds are either non-targeted for use by Roads Authority through the Road Fund or targeted committed to certain projects as a condition of the provision of the funds.

The Malawi National Road Sector Program is an upper level plan for Department of Engineering and Public Works, Lilongwe City Council (LCC).

3. Objectives of the project/program

(1) Overall goal

Goals in Road Transport
(a) Provide adequate, financially and economically sustainable road transport infrastructure to facilitate domestic, regional and international trade; (b) Improve access to jobs as a means of poverty reduction, through increased economic activity in the road transport industry; (c) ensure the provision of a safe, efficient, integrated and environmentally friendly road transport system which meets the needs of road users and which supports regional road transport strategies, for sustainable development; and (d) Ensure that gender equity and the special needs of the disadvantaged persons in society are taken into consideration.
Goals in Road Infrastructure
(a) to provide a nation-wide, well-maintained, safe and sustainable road network in order to promote national socio-economic development; (b) to develop an institutional framework to offer competitive terms and conditions

of employment; and (c) to develop an appropriate organizational structure for efficient management of the road sector.
Goal for Road Safety
To protect the lives of road users and property through the introduction of appropriate road safety measures and enforcement of regulations.

(2) Project/program purpose

- ✓ To reduce traffic congestion in the city center area of Lilongwe.
- ✓ To provide safer pedestrian service in the center area of Lilongwe.

The M1 road in the central area plays an important and essential role as a spinal road of Lilongwe City. The Project thus contributes to reduction of traffic congestion and renders the more active economic activity to the capital city, benefiting the economical activity and impacting the environment positively in the center area of Lilongwe.

Concurrently, pedestrian congestion in the center area will be drastically lessened if the Project is realized. Safety for pedestrian will be much improved.

It is quite essential to improve these important roads urgently as one of priority projects based on the Mater Plan for Urban Development in Lilongwe..

4. Outline of the project/program

(1) Type (please select from the items below)

- 1) Facility + Equipment + Soft component
- 2) Facility + Equipment
- 3) Facility + Soft component
- 4) Facility
- 5) Equipment + Soft component
- 6) Equipment

(2) Amount of request (USD) and rough break down

	Item	Cost (USD)
Facility	Road Construction (Phase I)	31,000,000
	Road Construction (Phase II)	24,000,000
	Sub-total	55,000,000

Equipment	N/A	-
	N/A	-
	Sub-total	-
Soft component	N/A	-
	N/A	-
	Sub-total	-
Design/operational Management		5,500,000
Grand-total		60,500,000

(3) Location and related information

- Country map indicating project/program site
- State/prefecture/city map indicating project/program site
- Address of project/program site attached by access time from capital or major city socio-economic data of the state, prefecture, or city where the site exists
Site address: Lilongwe City

- Reasons of site selection (if there are several candidates, please put priority on the sites)

Site selection was done by the projected traffic volumes

1st Priority

- 1) Widening of M1 National Road from Mchinji Roundabout to Kawale south/Community Center Junction: L=4.6 km, W=25.5 m
- 2) Widening and improvement of Murray road (Urban Road) : L=1.08 km, W=21/26 m
- 3) Improvement of Kenyatta Road (Urban Road) from the junction of M1 road to Junction of Murray Road : L=0.23 km, W=12.5 m
- 4) Construction of traffic control signal facilities, 18 signals (Including signal equipment controlling 4 signals)
- 5) Construction of Bridge along the existing Lilongwe River Bridge on M1 National Road: L=75m (3 spans x 25m), height from river: H=8m

2nd Priority

- 1) Widening of M1 National Road from Area 18 Roundabout to Mchinji Roundabout: L=3.9 km, W=25.5 m
- 2) Widening of M1 National Road from Kawale south/Community Center

Junction to Chidzanja junction: L=1.9 km, W=25.5 m

3) Construction of Bridge along the existing Lilongwe River Bridge on M1 National Road: L=45m (3 spans x 15m), height from river: H=8m

- Landowner (private estate or public estate) and the right to use land for the project

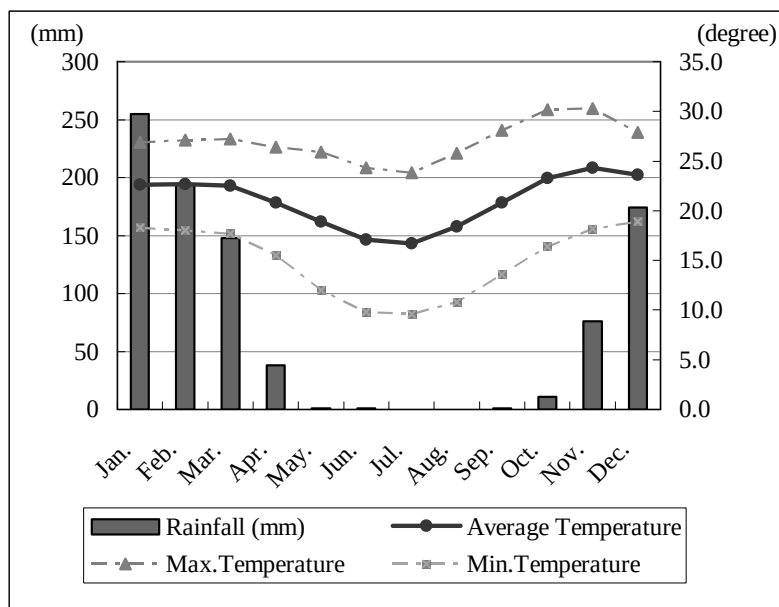
The land belongs to Ministry of Transportation and Public Infrastructure, therefore public estate

- Situation of land (land inclination, drainage, electric power, water supply, telephone line, etc.)

Land is within Right of Way of the existing improved road

- Natural condition

The climate in the City is characterized by two distinctive seasons: dry, cool season from April to October and hot and wet season from November to March. The average monthly rainfall, maximum, average and minimum temperature in the years from 1997 to 2006 are shown in Figure 3. The average temperature throughout the year over the same period is 21.0 degrees, and average annual rainfall is 902 millimetres.



Source: Statistical Yearbook 2008

Figure 3 Average Monthly Rainfall and Temperature in the City (1997-2006)

- Security situation

Country generally peaceful and no security problem at the project site

(4) Outline of facility

- Layout plan of facility
- Photography
- Section of existing and planned facility

Phase 1

- 1) Widening of M1 National Road from Mchinji Roundabout to Kawale south/Community Center Junction: L=4.6 km, W=25.5 m
- 2) Widening and improvement of Murray road (Urban Road) : L=1.08 km, W=21/26 m
- 3) Improvement of Kenyatta Road (Urban Road) from the junction of M1 road to Junction of Murray Road : L=0.23 km, W=12.5 m
- 4) Improvement of intersections by the widening and installation of traffic control signal facilities at 18 locations (Including signal equipment controlling 4 signals)
- 5) Construction of Bridge along the existing Lilongwe River Bridge on M1 National Road: L=75m (3 spans x 25m), height from river: H=8m

Phase 2

- 1) Widening of M1 National Road from Area 18 Roundabout to Mchinji Roundabout: L=3.9 km, W=25.5 m
- 2) Widening of M1 National Road from Kawale south/Community Center Junction to Chidzanja junction: L=1.9 km, W=25.5 m
- 3) Construction of Bridge along the existing Lilongwe River Bridge on M1 National Road: L=45m (3 spans x 15m), height from river: H=8m

- Possible country from which material is available for construction

Gravel/Aggregate: Locally Available

Cement: Locally Available

Bitumen: Imported from South Africa

(5) Items born by Malawi (items and budget)

No.	Description	Approximate Amount (USD million)
1	Replacement of (Underground) Utilities	1.0

2	EIA Study	0.2
	TOTAL	1.2

(6) Benefits/beneficiaries and expected results of the project/program (qualitative or quantitative description such as population and areas benefited from the project

Area that will benefit from the project:

Lilongwe City will benefit from the project.

Population that will benefit:

The whole population of Lilongwe City (expected to be 700,000) will directly benefit from the intended project.

Expected social and economic effects:

- ✓ To reduce Traffic congestion at the city center,
- ✓ To increase safety of pedestrian walk,
- ✓ To create smooth transportation of people and goods,
- ✓ To assist further development of business and commercial area.

5. Operation and maintenance of the facility/equipment including staff assignment and budget allocation after completing the project/program

Maintenance of the roads will be the responsibility of the Road Authority with the budget allocated annually.

6. Implementing agency

(1) Name of implementing agency

Implementing Agency : Roads Authority

(2) Number of personnel working for the organization

104 persons

(3) Organization chart

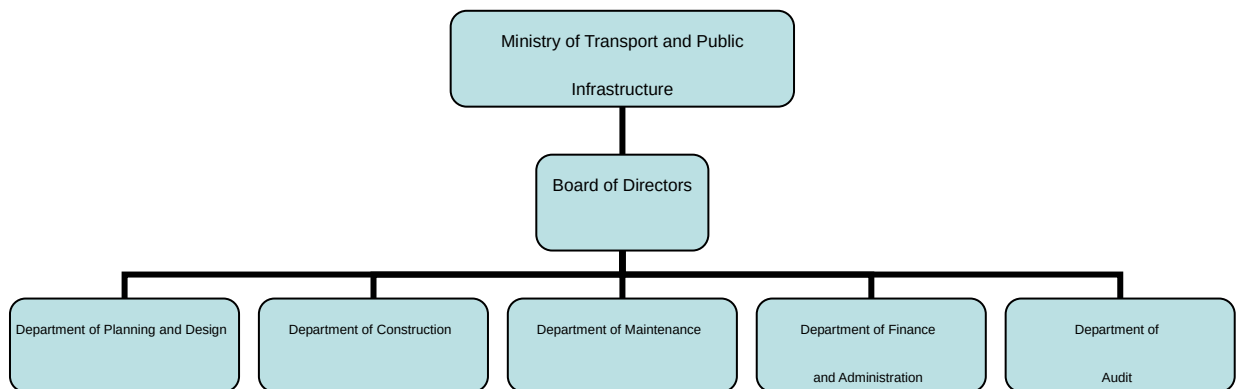


Figure 4 Organization Chart of Road Authority

(4) Amount of budget for last three (3) years

Budget for Roads Maintenance

2007/2008: 77.6 million USD

2008/2009: 112.6 million USD

2009/2010: 188.4 million USD

Sources: NRA&RA Annual Reports, RFA&RA Financing Agreements (FA)

(5) Contents of activities of the organization

Activities include

- Routine maintenance
- Pothole patching
- Grading of Roads
- Road Marking
- Street lighting Maintenance
- Drainage maintenance

7. Tax exemption

(1) Name of tax to be exempted (customs duties, internal tax, etc.)

Customs Duty

Value Added Tax

(2) If tax exemption is not applicable, alternative method

N/A

8. Lessons learnt from past similar projects of Japanese grant aid

(1) Name of past similar project

The project for improvement of Blantyre city roads Phase I (2008 to 2009) and Phase II (2010 to 2011).

(2) Result of related evaluation

(3) Situation of follow up

The condition of roads is still good, economic activities in the industrial and commercial areas revitalized, improved traffic flow and property values along the improved roads increased. Also social economic status of people in the project area improved.

(4) Lessons learnt and feed back

The Project was highly appreciated. The Government managed to acquire land for the project successfully. Therefore, no major problems are expected on this project.

9. Study year expected, implementing year expected

Basic Study: FY2010

Detail Design: FY2011

Implementation: FY2012-2013

10. Relevant information of the project from gender perspective

(1) Please select one from the items below.

- The project does not need to consider gender related inputs/activities.

(2) Please explain how the project relates to gender issues.

11. Activities of other donor agencies in this sector

Donor	Contents	Year	Type
EU	● Rehabilitation of Chiwaka-Nchalo ● Lilongwe –Nsipe Road ● Feeder roads upgrading ● Capacity building	2010/11 – 2014/15	Grant
Republic of China	● Upgrading of Karonga - Chitipa		Grant
Kuwait, Saudi	● Upgrading of Thyolo –Thekarani - Bangula		Loan
Arab Bank for Economic Development in Africa (BADEA)	● Upgrading of Jenda-Eutheni-Rumphi		Loan
AfDB	● Ntcheu-Tasangano ● Lilongwe bypass ● Zomba-Blantyre		Loan
Millennium Challenge Account	● Feeder road upgrading ● Capacity Building		Grant
DFID	● Unpaved road rehabilitation and Capacity building		Grant
World Bank	● Infrastructure service project		Loan

Source: Investment Program for the Road Section in Malawi 2010 to 2020

(END)

APPENDIX 8-2

Preparatory Study of Priority Projects (Technical Cooperation Project for Urban Plan and Development Management)

1. Project Title:

Technical Cooperation Project for Urban Plan and Development Management

2. Implementing Agency:

Ministry of Local Government and Rural Development

3. Background of the Project

- The precedent land use plan of Lilongwe City was traced back to the 1986 Outline Zoning Scheme whose time frame of planning was valid until 2000. The City has a population of about 674,000 in 2008 and its population is expected to increase in the future. Under such circumstance, there could need the new land use plan including urban infrastructural development.
- JICA extended its technical assistance called the Study on Urban Development Master Plan for Lilongwe in the Republic of Malawi in 2009. The Master Plan (MP) proposes the future land use plan and infrastructural development plan on urban road, water supply, sewerage and sanitation, solid waste management. The MP also proposes the capacity development plan where institutional arrangements for urban plan and development management (i.e. how to implement the land use plan proposed) are highlighted.
- Based on the capacity development plan proposed, the Lilongwe City Council (LCC) decided to implement the activities facilitating implementation of the land use plan as the urgent action plans.

(i) Government's development policy for the sector:

- The Government of Malawi (GoM) launched the Malawi Vision 2020, the Malawi Millennium Development Goals, and the Malawi Growth and Development Strategy (MGDS) so far. The MGDS prioritizes the key sectors such as transportation infrastructure development and the key theme such as improvement of governance. Lilongwe City is the face of the country and is expected to play the significant role in an international city and the gate way to regional market of the SADC countries. Thus the issue of governance shall be increasingly highlighted. In this regard, the capacity development for urban plan and development management could be important to attain a good governance of the capital city.
- Good governance is also emphasized in the City Development Strategy (CDS) under the support program of Cities Alliance. The CDS is planned to shift to the implementation stage where the future financier is expected to finance housing and community development in unplanned settlement area. This movement should be coordinated with this project.

(ii) Issues and problems to be solved:

- In order to implement the effective urban development management, the long-term land use plan (2030) proposed in the Master Plan should be immediately legalized after completion of the Master Plan. The LCC is responsible for i) preparation of the new Outline Zoning Scheme, ii) a documentation of the new zoning scheme, and iii) coordination with the Physical Planning Department under the Ministry of Lands, Housing and Urban Development (MOLHUD) whose minister finally approves the new zoning scheme. Nevertheless none of staff members of the LCC has experience of legalization of the precedent Outline Zoning Scheme (1986).
- Once the new zoning scheme is approved, the LCC and the Department of Lands under MOLHUD are in a position of receiving applications of sub-division plans and plot allocation plans. Planning coordination and implementation process needs the multi-stakeholders such as i) Plot Allocation Committee attached to the Department of Lands, ii) Town Planning Committees attached to the LCC, iii) Infrastructural Committee comprising of ministries responsible infrastructure development, and iv) Town Planning Board under the Physical Planning Department. Actual situation in planning coordination and planning implementation process is almost inactive due primarily to poor coordination of the LCC.
- The new zoning scheme could need i) amendment of the exiting Planning Standards and Guidelines and ii) basic requirements to comply with the new standards and guidelines. The LCC is responsible for preparatory work of the new standards and guidelines, and requirements such as property records and topographic map/land management information. Nevertheless the current LCC is lack of its capability carrying out the above works.
- Once the new standards and guidelines are completed, the LCC has to enforce its authority in the areas of land use and building control. The LCC currently receives about 60-80 applications regarding sub-division of land while the number of staff members for land use control is merely two. The current building control is still subject to the obsolete Building by Law enacted in 1961.
- It is high time that the LCC is advised to review and restructure its organization after the Master Plan is completed. Nonetheless the current LCC seems to be lack of its will to empower it. The LCC also faces a chronic staff retention problem in the light of “missing middle”. Many of vacant seats in the middle management class are observed.

4. Outline of the Project

(1) Background and necessity of the project

- Since the exiting zoning scheme already completed its mission, urban plan and

development management based on the new zoning scheme shall be the urgent task for implementation of land use/building control.

- The LCC has acknowledged the significance of urban plan and development management and its capacity building in this field. The LCC then recognized a technical cooperation project strengthening its capacity in this field.
- The Physical Planning Department under the Ministry of Lands, Housing and Urban Development also recognizes necessity of the project.

(2) Project Purpose

The project aims to establish effective and efficient urban plan and development management in the areas of i) planning application, ii) planning permission, iii) land use and building control and its implementation.

(3) Outputs

- Output 1: Efficient planning coordination and implementation process
- Output 2: The new standards and guidelines, and the new building regulations
- Output 3: Enforcement system of land use/building control and a manual for land use control
- Output 4: Implementation system of land use/building control and capacity development of staff members of the LCC

(4) Area to be covered by the Project

Lilongwe City

(i) Activities for Output 1: Efficient planning coordination and implementation process;

- Review of the current planning coordination and planning implementation process,
- Proposal of simplified procedure clarifying “land allocation process” and “planning approval process”. In particular, coordination process between Department of Lands and the Town Planning Committee (LCC) including Infrastructure Committee with respect to applications of sub-division of lands under the Department of Lands
- Proposal of organizational adjustment with appointment of competent staff members inside the Planning and Development Department (LCC) in line with proposal of simplified implementation procedure. Because the Planning and Development Department is expected to play a coordination role in simplified procedure.
- Practice of simplified procedure proposed and monitoring of planning implementation system with respect to i) time spent for entire process, ii)

identification of institutional constraint causing delay in entire process, and iii) documentation system in entire process.

- Reporting of monitoring results to the multi-stakeholders participating in simplified procedure proposed.
- Practice of procedure recommended based on monitoring results
- Proposal of effective technical support services in surveying, mapping, design, and enforcement for empowerment of the Planning and Development Department (LCC) to check whether individual applications conform to the exiting standards and regulations.
- Practice of technical support services proposed subject to scope of works for technical cooperation.

(ii) Activity for Output 2: The new standards and guidelines

- Amendment of the 1986 Planning Standards and Guidelines in line with the long-term land use plan proposed in the Master Plan e.g. introduction of new zoning scheme, floor area ratios, increasing building density, reduction on plot sizes and condominium regulations for high rise flat development.
- Introduction of building regulation that would effectively regulate city development and improve townscape. Consolidation building control and the public health and safety issues (e.g. introducing seismic standards, workplace safety control, sanitation standards).
- Introduction of sub-division regulations for low cost housing in high density residential area, residential development in the area where residential and commercial buildings are mixed.
- Introduction of sub-division standards for public facility requirements, road standards, minimum lot size, lot front requirements, block length, water supply system, sewerage and sanitation standards, and drainage system.
- Introduction of a matrix table to control types of buildings by land use category.
- Introduction of building coverage ratio and floor area ratio for density control.
- Introduction of building line and minimum car parking space.
- Amendment of the exiting Building by Law

The new standards and guidelines as well as building by law shall be carefully designed and prepared based on the precedent one prepared by the city of Blantyre. The Planning and Development Department of LCC is basically responsible for preparation of the draft new Planning Standards and Guidelines so that technical

cooperation contributes to capacity building of its department in activity for output 2.

(iii) Activity for Output 3: Enforcement system of land use/building control and the building standards and regulations, and a manual for land use control.

- Introduction of an effective enforcement mechanism to curb illegal development in the city e.g. regular ranging services, timely action on infringing projects.
- Introduction of proper record management of planning and building applications.
- Review of the inspection card system and its effectiveness.
- Preparation of manual of procedures in the development control and building inspectorate service.

Enforcement system of land use/building control carried out by the Planning and Development Department would be dependent on provision of effective technical services in land survey in Activity for Output 2. Two alternatives can be considered for enforcement system: One is the decentralized system based on 12 zones while the other is centralized system controlled by the LCC headquarter. The project helps determine the effective enforcement system.

(iv) Activity for Output 4: Implementation system of land use/building control and capacity development of staff members of the LCC

- Develop a capacity development plan for land use control officers and the building inspectors based on activity for Output 3.
- Restructure of the development control division in respect of i) THA/unplanned settlement and ii) technical services in land survey
- Implementation of land use/building control under the decentralized or centralized system.
- Monitoring of implementation of development control
- Improvement of development control system.

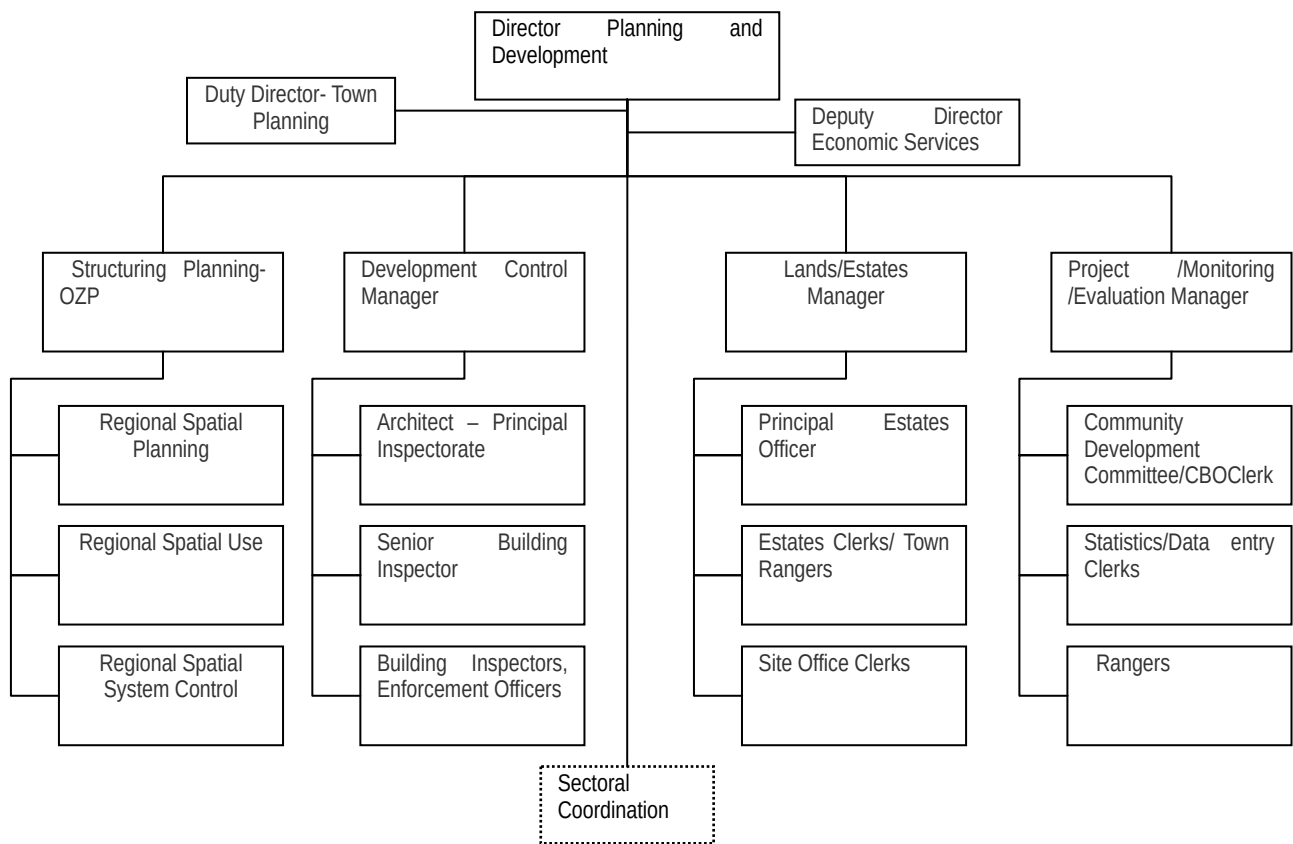
(5) Input

- Provision of office and equipment
- Appointment of counterpart

- Counterpart budget: administrative cost including transportation and utility
- Experts: (i) Team leader/Urban plan and management expert, (ii) Institutional expert for planning standards and guidelines, (iii) Institutional expert for building standards and regulations, (iv), Training plan expert (v) Topographic survey expert, (vi) Information management expert and (vii) GIS expert
- Training of counterpart and beneficiaries including overseas training

5. Description of Implementing Agency

- **Ministry of Local Government and Rural Development, Lilongwe City Council:** responsible for City Planning and Estate Management Services.
 - Number of staff for Planning and Development is about 50
 - Allocation budget from Central Government through Local Government Finance Committee is about Malawi Kwacha 2 billion. Most of the revenue budgeted are from local property tax (City Rates) .
- **The Commissioner for Physical Planning (the Director of Physical Planning Department under MOLHUD) in consultation with the Lilongwe City Council's Planning and Development Department** is responsible for coordination of Lilongwe urban development including physical development plan formulation and project implementation.



Note: Ideal Structure of the Planning and Development

6. Related Information

(1) Prospects of further plans and actions/ Expected funding resources for the Project:

- Physical planning is critical to the proper development of the capital city of Malawi. Nevertheless implementation of physical planning is currently constrained by weak capacity of the relevant stakeholders, which led to i)improper development patterns, ii) a massive encroachment of public land. iii) a large number of informal settlements, and iv) weak approval structures and systems.
- The Directorate of Planning and Development needs to restructure its functions in order to meet the challenges of effective municipal governance in the planning and building inspectorate service and delivery of low income housing.
- The Master Plan proposes a new zoning scheme and the LCC is expected to administer high density residential area where the THA is to be incorporated, and unplanned settlements. The Planning and Development Department shall be liable for urban plan and development management entirely. The project would give the LCC the first impetus to improve governance of this area.

(2) Projects by other donor agencies:

- The Lilongwe City Council currently looks for a financier who finances part of development activities proposed in the City Development Strategy.

7. Global Issues (Gender, Poverty, Climate change, etc.)

- The Government of Malawi is implementing the Malawi Growth and Development Strategy (MGDS) which has nine priority areas recently updated for six in order to achieve the Millennium Development Goals (MDG's).

8. Beneficiaries

- The project would trigger off to help people in THA and unplanned settlements improve their living condition through a new registration system to comply with the new standards and guidelines.
- The project would render the better living environment to people in the City through service delivery on land use/building control and reduce uncoordinated informal settlement development.
- Empowerment of the Lilongwe City Council complies with the latest decentralization policy advocated by the GoM. The project could be a model for urban development management for other city assemblies in major cities..

9. Security Conditions

There is no problem about security.

(END)