



Informal Settlement Upgrading Process:

Communities working in partnership with Local Authorities and other stakeholders towards Security of Tenure and Improved Services and Housing

**NATIONAL ALLIANCE FOR
INFORMAL SETTLEMENT UPGRADING**

A partnership approach to scaling up security of tenure and housing opportunities through co-production between organised communities, local and regional authorities, central government, and universities.

INTRODUCTION

Low-income organised communities have done incremental development since after independence in 1990 involving thousands of households in all the regions. They installed affordable basic services (for less than NAD7,000 per household) and managed the construction of houses (for less than NAD40,000 per house) following a step by step approach. With the Community Land Information Program in informal settlements opportunities for incremental upgrading were explored and implemented. The following table summarized the steps that were followed in practice, which are currently being implemented in 16 informal settlements (see list below).

Acronyms:

BoQ	Bill of Quantities
CLIP	Community Land Information Programme
FLT	Flexible Land Tenure
LA	Local Authority
MURD	Ministry of Urban and Rural Development
NAD	Namibian Dollars
NHAG	Namibia Housing Action Group
NHE	Namibia Housing Enterprise
NUST	Namibia University of Science and Technology
SDFN	Shack Dwellers Federation of Namibia

1 City-Wide planning is a process of looking at the urban area as a whole with all the relevant stakeholders to ensure that plans and spatial strategies are inclusive.

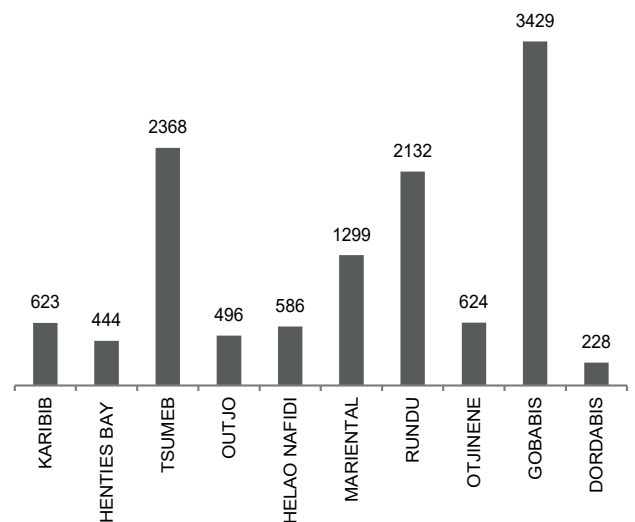
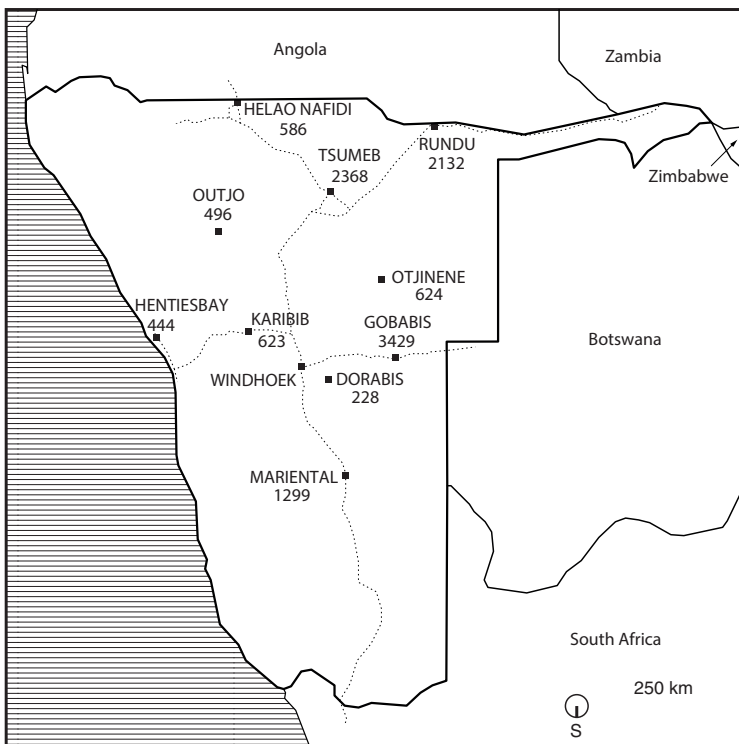
2 Planning studios are sessions where the community, together with students and professionals, draft a concept layout. The session focuses on the input of the community with the students and professionals acting as facilitators of the process.

STEPS OF THE INFORMAL SETTLEMENT UPGRADING PROCESS

	Activity	Responsible Parties
PHASE 1	INFORMAL SETTLEMENT PROFILING – GET TO KNOW THE CHALLENGE AS PART OF THE COMMUNITY LAND INFORMATION PROGRAMME Profiling of settlements as part of MOU signed between - SDFN/NHAG and Ministry of Urban and Rural Development for CLIP (Community Land Information Programme).	MURD, SDFN, NHAG, Local Authorities, informal settlement communities
1	Regional Planning for CLIP – first phase of Settlement Profile activities on a regional level with the authorities	SDFN/NHAG, CBOs, NGOs, Regional Council, MURD, Local Authority
2	Planning and conducting consultative-information meeting with Local Authorities and communities	
3	Consultative information meetings with Local Authority and Community Representatives	
4	Profiling Activities <ul style="list-style-type: none"> Gathering general socio-economic data and needs of the settlement(s) Mapping boundaries and existing services Counting of structures Mapping the use of structures. 	Local CLIP Team supported by SDFN, Local Authority
5	Profiling feedback and verification with community, Local Authority and Council.	Local CLIP Team, SDFN, and Local Authorities
6	Data Captured on International Database for informal settlement.	Local CLIP Team, SDFN, NHAG
PHASE 2	HOUSEHOLD LEVEL INFORMATION TO PREPARE FOR DEVELOPMENT	Communities, Local Authority, SDFN, NHAG, NUST.
7	MOU – SDFN, NHAG, Local Authorities and Communities partnering to prepare information for development options for upgrading. MOU outlines the responsibilities of parties and steps agreed during meetings.	Local community, SDFN, NHAG, NUST interns, Local Authority
8	Enumeration Activities at household level <ul style="list-style-type: none"> Structure numbering Household mapping Socio-economic survey 	Local CLIP Team, SDFN, NHAG, NUST interns, Local Authority
9	Local CLIP team trained on data Analysis.	Local CLIP Team, SDFN, NHAG
10	Data analysis and feedback to community, Local Authority and Council.	Local CLIP Team, Local Authority
11	Data captured into CLIP Access Database.	Local CLIP Team with additional youth members from the community
12	Verification of socio-economic data led by CLIP Team.	Local CLIP Team, SDFN, NHAG, Local Authority
13	Feedback Meetings with communities and Local Authorities to discuss identified needs and development options based on the information gathered	Local CLIP Team, SDFN, NHAG, Local Authority
PHASE 3	PLANNING FOR INFORMAL SETTLEMENT UPGRADING/GREENFIELDS DEVELOPMENT : Local Authority and Communities agreed to work in Partnership for planning and upgrading	Local Authority, Informal Settlement Community, NUST spatial planning professionals, social responsibility programs, NHAG, SDFN
14	This step takes place once city-wide data ¹ is available and a land assessment is made by the representatives of the the different communities, the Local Authorities, NHAG/SDFN to discusses the opportunities in the current planning documents for meeting land needs for all categories. Informal Settlement Upgrading and Greenfields are identified and proposed.	Local Authority, CLIP teams, Community, NUST, NHAG, SDFN.
15	Informal Settlement or Greenfield development: Environmental Site Analysis, analysis of bulk infrastructure and Planning Studio ² concept plans.	Local CLIP Team, SDFN, NHAG, Local Authority, NUST, Planning professionals and communities.
16	Plan is drafted.	NUST and NHAG.
17	Consultative input meeting on the layout	Local CLIP Team, SDFN, NHAG, Local Authority, NUST, communities.
18	Final Layout is submitted to Council for approval. The layout is divided into blocks so that community members can purchase land in groups under the Flexible Land Tenure.	NHAG, Council, NAMPAB.
PHASE 4	COMMUNITY-LED RE-BLOCKING AND INFRASTRUCTURE INSTALLATION	Community, NHAG, NUST,
19	Land surveyor pegs the boundaries and blocks. Internal pegs are done by NHAG technicians, students and community.	Surveyor, Communities, NHAG, NUST, Local Authority.
20	Re-blocking of structures into the approved layout.	Local CLIP Team, Local Authority
21	Preparation of service layouts.	Local Authority, NHAG, NUST, professionals' support
22	Draft bill of quantities of servicing to identify which funds need to be sourced.	Community, NHAG, SDFN, NUST, Local Authority, professionals' support
23	Servicing: Community is trained by technician (e.g plumber) facilitated by NHAG, the local authority engineers and training organisations.	Community, NHAG, SDFN, Local Authority, training organisations forming a technical team to supervise and follow up
24	Secure funding	Twahangana fund, MURD, Local Authority, private sector, household savings.
PHASE 5	OPPORTUNITIES FOR HOUSING DEVELOPMENT	Saving Groups, Build Together Committees, NHE for formal employees and MURD
25	Based on income, affordability and employment statistics: <ul style="list-style-type: none"> SDFN support the formation of saving groups for households whose income is below NAD 6,000 to issue loans to build houses through the Twahangana Fund. NHE identifies potential clients. Interested developers identify potential beneficiaries. Build Together Committees identify beneficiaries Individual households with regular income that would potentially qualify for bank loans develop with commercial finance. MURD allocates budget. 	Households, Saving Groups, Build Together, NHE for formal employees, households' savings.

**SUMMARY: Informal Settlement Upgrading Initiatives:
Communities with NHAG/SDFN/NUST and LOCAL AUTHORITIES**

Region	Town	Settlement	Year process started	Yield from layout: Residential plots	Relocation	Household Numbers	Population	Average h/hold size
TOTALS	10 URBAN AREAS	16 INFORMAL SETTLEMENTS		4,941	216	12,229	43,246	3.5
1	ERONGO	Karibib	Usab	2016	675	623	1764	2.8
		Henties Bay	!Goas	2019	228	216	1332	3.0
2	OSHIKOTO	Tsumeb	Kuvukiland	2016	1678	2368	9472	4.0
3	KUNENE	Outjo	Ehangano	2019	675	496	1688	3.4
4	OHANGWENA	Helao Nafidi	17 Location	2016	661	586	1556	2.7
5	HARDAP	Mariental	Donkerhoek	2019		457	1371	3
			Ombilli	2019		475	1425	3
			Takarania	2019		367	1101	3
6	OKAVANGO WEST	Rundu	Ngwangwa	2019		83	488	5.9
		Rundu	Sikanduko	2019		2049	10245	5.0
7	OMAHEKE	Otjinene	Ozohambo	2018		624	1248	2
		Gobabis	Freedom Square	2012	1024	1024	3072	3
		Gobabis	Tuerijandjera	2014		431	1724	4
		Gobabis	Kanaan A+B	2014		514	1542	3
		Gobabis	Kanaan C	2014		1460	4380	3
8	KHOMAS	Dordabis	Dordabis	2018		228	838	3.6



number of households benefitting

INFORMAL SETTLEMENT UPGRADING PROJECTS STATUS 2020

ERONGO			
Town	Karibib	Phase 1 <ul style="list-style-type: none"> Step 1 to 6 completed Profiling was completed Phase 2 <ul style="list-style-type: none"> Step 7 to 13 completed Enumeration was completed Phase 3 <ul style="list-style-type: none"> Step 14 to 18 completed Layout approved by council Phase 4 <ul style="list-style-type: none"> step 18 to 19 completed Structures re-blocked according to layout. Service layout needs to be prepared 	<ul style="list-style-type: none"> Professional land surveyor to survey the informal settlement boundaries and internal blocks - FLT 3 more temporary prepaid communal taps to be installed in new extension of the settlement Town Council with community to cleaning up garbage and debris in the roads Survey technician to survey the additional 70 plots Surveyor to determine contour levels Engineers to study the water flow in the settlement Preparation of service layout by engineering student Draft BoQ of Servicing with which funds are sourced Consulting engineers supervise the students
Settlement	Usab <i>675 Residential plots</i>		
Population	1764		
Household Numbers	623		
Year Started	2016		
Town	Henties Bay	Phase 1 <ul style="list-style-type: none"> Step 1 to 6 completed Profiling was completed Phase 2 <ul style="list-style-type: none"> Step 7 to 13 completed Enumeration was completed Phase 3 <ul style="list-style-type: none"> Step 14 to 18 completed Draft layout prepared and subject to revision 	<ul style="list-style-type: none"> Surveyed and pegged but they are too big for the its residence to afford Subdividing the plots and redrafting the layout plan to reduce all residential plots to 300msqs Services; bulk water and sewer is already installed Extension 7 been serviced before relocation and re-blocking of structure into approved layout
Settlement	!Goas		
Population	1332		
Household Numbers	444 <i>228 Residential plots</i> <i>Others HH to be relocated to Extension 7</i>		
Year Started	2019		
OSHIKOTO			
Town	Tsumeb	Phase 1 <ul style="list-style-type: none"> Step 1 to 6 completed Profiling was completed Phase 2 <ul style="list-style-type: none"> Step 8 to 13 completed Enumeration was completed Phase 3 <ul style="list-style-type: none"> Step 14 to 18 completed Layout prepared and to be submitted to council for approval 	<ul style="list-style-type: none"> Final layout to be submitted to Council for approval Professional land surveyor to survey the informal settlement boundaries and internal blocks – FLT Plots to surveyed by students and NHAG technicians Council to request MLR representatives to do a presentation on FLT Re-blocking structures into the approved layout preparation of service layout by engineering student Draft BoQ of Servicing with which funds are sourced
Settlement	Kuvukiland <i>1678 Residential plots</i>		
Population	9472		
Household Numbers	2368		
Year Started	2016		
KUNENE			
Town	Outjo	Phase 1 <ul style="list-style-type: none"> Step 1 to 6 completed Profiling was completed Phase 2 <ul style="list-style-type: none"> Step 7 to 13 completed Enumeration was completed Phase 3 <ul style="list-style-type: none"> Step 14 to 16 completed Draft layout prepared and presented to community and local authority. Subject to revision 	<ul style="list-style-type: none"> Consultative meetings on layout concept plan with Municipality/Council and community Submit final layout to Council for approval Land surveyor pegs the boundaries and blocks Internal demarcation by students and NHAG technicians Re--block structures into approved layout Preparation of service plan Draft BoQ of servicing with which funds are sourced
Settlement	Ehangano		
Population	1688		
Household Numbers	496 <i>Number of plots not determined yet the layout plan yet to be finalized</i>		
Year Started	2019		
OHANGWENA			
Town	Helao Nafidi	Phase 1 <ul style="list-style-type: none"> step 1 to 6 completed Profiling was completed Phase 2 <ul style="list-style-type: none"> Step 8 to 13 completed Enumeration was completed Phase 3 <ul style="list-style-type: none"> Step 14 to 18 completed 	<ul style="list-style-type: none"> Submit motivational letter based on consent by communities for plots less than 300 square meters. Land Surveyor together with community pegs the boundaries and blocks. Re-blocking of structures into the approved layout Preparation of service layouts
Settlement	17 Location		
Population	1556		
Household Numbers	586 <i>661 Residential plots</i> <i>Green field-101 Residential</i>		
Year Started			

	<i>plot</i> <i>Note: All plots are below 300 meters squares. All plots are between 150-300 square meters.</i>	<ul style="list-style-type: none"> • Planning and Layout was completed and approved by Council and submitted for Flexible land Registration • Motivational letter for erven below 300m² to be submitted to MURD 	
Year Started	2016		
HARDAP			
Town	Mariental	Phase 1 <ul style="list-style-type: none"> • step 1 to 6 completed • Profiling was completed Phase 2 <ul style="list-style-type: none"> • Step 8 • Local CLIP team to be trained on data analysis 	This new initiative started late 2019 and are rapidly making progress
Settlement	Donkerhoek Own Risk		
Population	1371		
Household Numbers	457 households		
Year Started	2019		
Town	Mariental	Phase 1 <ul style="list-style-type: none"> • step 1 to 6 completed • Profiling was completed Phase 2 <ul style="list-style-type: none"> • Step 8 • Local CLIP team to be trained on data analysis 	
Settlement	Ombili Own Risk		
Population	1425		
Household Numbers	475 households		
Year Started	2019		
Town	Mariental	Phase 1 <ul style="list-style-type: none"> • step 1 to 6 completed • Profiling was completed Phase 2 <ul style="list-style-type: none"> • Step 8 • Local CLIP team to be trained on data analysis 	
Settlement	Takarania Own Risk		
Population	1101		
Household Numbers	367 household		
Year Started	2019		
KAVANGO EAST			
Town	Rundu	Phase 1 <ul style="list-style-type: none"> • step 1 to 6 completed • Profiling was completed Phase 2 <ul style="list-style-type: none"> • Step 8 Local CLIP team to be trained on data analysis 	
Settlement	Ngwangwa		
Population	488		
Household Numbers	83 households		
Year Started	2019		
Town	Rundu	Phase 1 <ul style="list-style-type: none"> • step 1 to 6 completed • Profiling was completed Phase 2 <ul style="list-style-type: none"> • Step 8 • Local CLIP team to be trained on data analysis 	
Settlement	Sikanduko		
Population	6147		
Household Numbers	2049 households		
Year Started	2019		
OMAHEKE			
Town	Otjinene	Phase 1 <ul style="list-style-type: none"> • Step 1 to 6 completed • Profiling was completed Phase 2 <ul style="list-style-type: none"> • Step 8 to 13 completed • Enumeration was completed Phase 3 <ul style="list-style-type: none"> • Step 14 to 16 completed • Draft layout has been prepared by NUST Town Planning students to be presented to the community and the local authority for consultation 	<ul style="list-style-type: none"> • Consultative Input meeting on Layout with community, Local Authority and Council • City wide planning studios with the communities • Submit the plans for approval by council
Settlement	Ozohambo		
Population	1248		
Household Numbers	624		
Year Started	2018		
Town	Gobabis	Phase 1 <ul style="list-style-type: none"> • Step 1 to 6 completed • Profiling was completed 	<ul style="list-style-type: none"> • Pre-paid water meters to be incrementally installed
Settlement	Freedom Square		

Population	3072	Phase 2 <ul style="list-style-type: none">• Step 8 to 13 completed• Enumeration was completed Phase 3 <ul style="list-style-type: none">• Step 14 to 16 completed• Layout was prepared and is to be submitted to council for approval for Flexible Land Registration. Phase 4 <ul style="list-style-type: none">• Step 18 to 24 completed• Structures were re-blocked and community was trained by plumbing technician on how to lay services according to the layout prepared	
Household Numbers	1024		
Year Started	2012		
Town	Gobabis	Phase 1 <ul style="list-style-type: none">• Step 1 to 6 completed• Profiling was completed Phase 2 <ul style="list-style-type: none">• Step 8 to 13 completed• Enumeration was completed Phase 3 <ul style="list-style-type: none">• Step 14 to 15 completed• Draft layout has been prepared to be presented to the community and the local authority for consultation	<ul style="list-style-type: none"> • Consultative Input meeting on Layout with community, Local Authority and Council • Submit final layout to Council for approval • Land surveyor pegs the boundaries and blocks • Internal demarcation by students and NHAG technicians • Re-block structures into approved layout • Preparation of service plan • Draft BoQ of servicing with which funds are sourced
Settlement	Tuerijandjera		
Population	1724		
Household Numbers	431 <i>Half of Tuerijandjera is located on planned service plots</i>		
Year Started	2014		
Town	Gobabis	Phase 1 <ul style="list-style-type: none">• Step 1 to 6 completed• Profiling was completed Phase 2 <ul style="list-style-type: none">• Step 8 to 13 completed• Enumeration was completed Phase 3 <ul style="list-style-type: none">• Step 14 to 15 completed• Draft layout has been prepared to be presented to the community and the local authority for consultation• Layout to be revised	<ul style="list-style-type: none"> • Consultative Input meeting on Layout with community, Local Authority and Council • Submit final layout to Council for approval • Land surveyor pegs the boundaries and blocks • Internal demarcation by students and NHAG technicians • Re-block structures into approved layout • Preparation of service plan • Draft BoQ of servicing with which funds are sourced
Settlement	Kanaan A+B		
Population	1542		
Household Numbers	514		
Year Started	2014		
Town	Gobabis	Phase 1 <ul style="list-style-type: none">• Step 1 to 6 completed• Profiling was completed Phase 2 <ul style="list-style-type: none">• Step 8 to 13 completed• Enumeration was completed Phase 3 <ul style="list-style-type: none">• Step 14 to 16 completed• Draft layout has been prepared to be presented to the community and the local authority for consultation• Layout to be revised	<ul style="list-style-type: none"> • Consultative Input meeting on Layout with community, Local Authority and Council • Submit final layout to Council for approval • Land surveyor pegs the boundaries and blocks • Internal demarcation by students and NHAG technicians • Re-block structures into approved layout • Preparation of service plan • Draft BoQ of servicing with which funds are sourced
Settlement	Kanaan C		
Population	4380		
Household Numbers	1460		
Year Started	2014		
KHOMAS			
Town	Dordabis	Phase 1 <ul style="list-style-type: none">• Step 1 to 6 completed• Profiling was completed Phase 2 <ul style="list-style-type: none">• Step 8 to 13 completed• Enumeration was completed for 166 households - 62 households did not completed forms	<ul style="list-style-type: none"> • Phase 4 and 5 Pending • Awaiting Regional Council meeting to arrange stakeholder meeting on the information, discussion future plans of action and possible collaboration
Settlement	Dordabis		
Population	838		
Household Numbers	228 households		
Year Started	2019		

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