

**TERMS OF REFERENCE**

**MAINSTREAMING WETLAND CONSERVATION INTO PROVINCIAL  
DEVELOPMENT PLANS IN THUA THIEN HUE**

<b>Assignment</b>	National consultants to support TTH local authorities to mainstreaming wetland conservation into provincial development plans in Thua Thien Hue
<b>Project</b>	Conservation of critical wetland Protected Areas and linked landscapes (UNDP-GEF)
<b>Number of consultants</b>	03 National Consultants
<b>Duty station</b>	Ha Noi, Thua Thien Hue and others (if required)
<b>Duration &amp; timing</b>	3 national consultants, from October 2017 to March 2018
<b>Reporting to</b>	PMU, ISPONRE

## **1. INTRODUCTION& BACKGROUND**

The Project “*Conservation of Critical Wetland Protected Areas and Linked Landscapes*” (Wetlands Project) is funded by the Global Environment Facility (GEF) through the United Nations Development Program (UNDP), being implemented in 4 years from 2015 to 2018. The Project was approved under the Decision No. 1131/QĐ-TTg dated July 09, 2014 by Prime Minister of Viet Nam and Decision No. 837/QĐ-BTNMT dated April 13, 2015 by the Minister of Natural Resources and Environment of Viet Nam. The Institute of Strategy and Policy on Natural Resources and Environment (ISPONRE) is assigned as the National Implementing Partner; the Biodiversity Conservation Agency (BCA) is assigned the role of Co-Implementing Partner; and two pilot provinces were selected for project implementation activities – Thua Thien Hue (TTH) Province and Thai Binh (TB) Province.

The Project’s immediate objective is “*to establish new wetland Protected Areas and create capacities for their effective management to mitigate existing and emerging threats from connected landscapes*”. The Project expects to achieve this by strengthening systemic, institutional and operational capacity for effective wetlands biodiversity management in Viet Nam nationally and at provincial level at selected sites, with major thrust to strengthen national and provincial capacities for planning, administering and managing wetland PAs.

This TOR outlines for the assignment of mainstreaming wetland conservation into provincial development planning in TTH province. The mainstreaming is to ensure that considerations for wetland conservation and sustainable use will be promoted in the long-term planning in TTH province. The consultancy is designed as a follow-up

step of activity 2.2.1.1 “Research on entry points for mainstreaming of wetland conservation into provincial development plans in TTH Province”, implemented under Output 2.2 “*Wetland conservation and sustainable use mainstreamed into key provincial development plans*”. Output 2.2 contributes to Outcome 2 of the Wetlands Project “*Integrity of wetland PAs is secured within the wider wetland connected landscapes*”.

In 2016, the “Research on entry points for mainstreaming of wetland conservation into provincial development plans in TTH Province” has been implemented by the Wetland Project. The assignment identified and reviewed potential and suitable entry points for mainstreaming wetland conservation into provincial and/or district development plans and sectoral plans, and presented specific opportunities for mainstreaming in development plans selected for revision in TTH Province during the period of 2017-2020 such as: (i) Adjusted provincial land use planning of TTH Province to 2020; (ii) Biodiversity conservation planning in TTH Province to 2020, vision to 2030; (iii) Plan on Developing and conducting integrated coastal zones management in TTH Province in the period of 2016-2020; (iv) Implementation plan of development of Tam Giang – Cau Hai lagoon in the period of 2017-2020; (v) Tourism development planning of TTH Province, etc.

The project on “Socio-economic development of Tam Giang - Cau Hai lagoon to 2020” is being implemented under Decision no 1955/QĐ-TTg dated 27/11/2009. Its overall objective is to mobilise all resources for developing Tam Giang - Cau Hai lagoon up to 2020. The lagoon is envisioned to have a significant potential for economic development with focus on tourism and sustainable agricultural development, to become one of the most prosperous coastal economic regions of Viet Nam. The project also presents specific environmental objectives such as (i) protect the environment and biodiversity of the lagoon; (ii) reduce surface water pollution; (iii) conserve and develop mangrove along the coastal area; (iv) increase forest coverage to over 30% and so on. Currently, the Department of Investment and Planning (DPI) in collaboration with the Department of Natural Resources and Environment (DONRE) in TTH Province is developing the detailed implementation plan of the project for the period 2017 – 2020. In addition, a master plan for development of TG-CH will be developed and submitted to PPC of TTH Province in June 2018. The master plan for TG-CH development will identify specific zones for conservation and development and it is the foundation for supporting the province for the long-term development of the province and ensure the development will be in harmonization with the conservation purpose. DPI is the lead agency in collaboration with other Departments for development of Master Plan.

## **2. OBJECTIVES**

The assignment objective is to support the Department of Investment and Planning (DPI), TTH province to identify the function zones and propose relevant effective instruments for mainstreaming economic development and conservation as an input to

formulate the “Master plan for development of Tam Giang - Cau Hai lagoon in TTH province to 2020, vision to 2030” (hereafter “Master Plan”)

### **3. SCOPE OF WORK / TASKS**

#### **CONSULTANT 1: TEAM LEADER AND SOCIO-ECONOMIC SPECIALIST (72 DAYS)**

##### **1) Preparation of Inception Report: 5 days**

- Take lead, supported by the national team, in preparing the Inception Report that describe the consultants’ understanding, methodology and approaches, and includes a detailed work plan including a description of the specific tasks for each team member (5 days)

##### **2) Support the DPI to develop the Master Plan for TG-CH lagoon (64 days)**

- Review the legal documents relating to the development of the TG-CH, including (3 days):
  - ✓ Project on "Socio-economic development of Tam Giang - Cau Hai lagoon to 2020".
  - ✓ Land use planning at provincial and district levels.
  - ✓ Sectoral development plans, including tourism, agriculture sectors.
  - ✓ Other related legal documents.
- Review relevant Wetland Project studies in TG-CH lagoon (2 days)
  - ✓ Baseline study of the TG-CH
  - ✓ Study results on valuation of wetland ecosystem services of TG-CH.
  - ✓ The Profile on establishment of TG-CH WCA
  - ✓ The Consultancy Report on identifying threats and income generation options of TG-CH WCA.
- Review the socio-economic development plan (SEDP) in the period 2010 – 2015 –and assess the plans, actual activities and results of SEDP implementation; review the SEDP 2016 - 2020, analyse implementation progress so far (to 2017 inclusive) and identify the priorities on socio-economic development planning, gaps and/or recommendations for revision (7 days).
- Identify the function zones for current and future SEDP in the lagoon, including the aquaculture development, tourism and transportation, etc. (5 days).
- Conduct consultation with relevant stakeholders, including local authorities at provincial and districts’ level around the lagoon as well as the communities, the private sector and others who directly related to TG-CH lagoon, to understand future development of the sector and identify the challenges and opportunity for the conservation of biodiversity and biological resources within the framework of sustainable economic use of TG-CH wetlands (7 days).
- Support the DPI and line Departments to formulate the Master Plan, taking wetland conservation and sustainable management into account. In this, specific

attention will be paid to formulating relevant instruments and tools aiming to ensure proper mainstreaming of conservation principles into economic planning as appropriate for the identified function zones (25 days).

- Participate in consultation meetings/workshops on presenting the draft Master Plan to relevant stakeholders, including the TG-CH LWWG for consultation (5 days).
- Support DPI to revise and finalize the Master Plan, taking into account the inputs/comments received from stakeholders consultation (10 days).

### **CONSULTANT 2: WETLAND SPECIALIST (51 DAYS)**

- Review the legal documents relating to the wetland conditions, conservation and sustainable use of the TG-CH lagoon, including studies conducted by the Wetlands Project and other projects (3 days).
- Contribute technical expertise in preparing the Inception Report (3 days).
- Conduct in-depth interviews with relevant stakeholders from different sectors to identify sector development plans, objectives and programmes and identify the options to harmonize wetland conservation and economic development of the area, with specific focus on function zoning of the TG-CH lagoon and proposed WCA for sustainable economic development and conservation (15 days).
- Support DPI to formulate the Master Plan; taking lead on formulating the wetland conservations part of the Master Plan and other related aspects, with specific attention paid to proposing relevant instruments and tools that ensure proper mainstreaming of conservation principles into economic planning for the identified function zones (20 days).
- Participate in workshops/meetings to collect comments and suggestions from stakeholders on the draft Master Plan (5 days).
- Support the Team Leader in finalising the Master Plan taking into account the inputs/comments received from stakeholder's consultation (5 days).

### **CONSULTANT 3: GIS SPECIALIST: 50 DAYS**

- Contribute technical expertise in preparing the Inception Report (3 days);
- Review existing baseline spatial data and maps, including GIS information; from different sources (i.e. line departments, on-going projects/programme, project data, etc.) (3 days).
- Under the guidance of the national consultant on socio-economic development, develop relevant detailed thematic maps of socio-economic development activities and development zones of different sectors in the lagoon (i.e. population, aquaculture, transportation, tourism) (20 days).
- Under the guidance of the national consultant on wetlands, develop maps of ecological important areas of the lagoon (7 days).
- Overlap the different maps to identify areas of potential conflict between current/planned economic development and envisioned conservation objectives; support the thematic national consultants in formulating recommendations on

opportunities and constraints for identifying sustainable development objectives (7 days).

- Participate in workshops/meetings to collect comments and suggestions from the stakeholders on the draft Master Plan (5 days).
- Support the Team Leader in finalising the Master Plan, taking into account the inputs/comments received from stakeholder consultation (5 days).

#### **4. DELIVERABLES / OUTPUTS**

1. Inception Report including proposed methodology, detailed work plan and time table as well as agreed Table of Contents for the Final Planning no later than 10 days after signing of the contract.
2. Draft Master Plan for development of TG-CH lagoon, no later than 27<sup>th</sup> February 2018.
3. Final Master Plan for development of TG-CH lagoon no later than April 15<sup>th</sup> 2018.
4. Final report describing the development process of the Master Plan, including lessons learned, no later than March 30<sup>th</sup> 2018.

All above deliverables shall be submitted to the PMU in both the English and Vietnamese language.

#### **5. REQUIREMENTS / QUALIFICATIONS**

##### **General requirements for all consultants**

- Demonstrated practical experience with developing Master Plans and/or socio-economic plans at national and/or provincial levels.
- Adequate computer literacy required.
- Good oral and written communication skills in Vietnamese and English required.
- Excellent inter-personal and communication skills.

##### **Consultant 1: Team leader and Socio-Economic Specialist**

- Minimum Master degree in a thematic field relevant to economic development and/or business planning, strategic planning, policy development or other related fields; PhD degree an advantage.
- Minimum 10 years of demonstrated experience in developing strategic socio-economic plans, environmental planning, or comparable.
- Excellent data analytical skills.
- Experience in working as part of a consultants' team.

- Experience on working with the Government authorities as well as other relevant stakeholders in TTH province is an advantage.
- Established network in key environmental sector policy and planning agencies and institutions in Vietnam, and specifically TTH province, is an advantage.

### **Consultant 2: Wetland specialist**

- Minimum Master's degree in ecology, conservation biology, environmental science or related fields.
- Minimum 10 years' experience working in policy and program development in the field of ecology, biodiversity conservation or similar, with proven experience in wetlands habitats and linkages to socio-economic development, at the national and/or provincial level.
- Good understanding of Viet Nam's ecological regions / systems, especially wetland habitats, including in-depth understanding on impacts from socio-economic development on ecosystems and biodiversity, and state-of-the-art solution to strengthen conservation into development planning.
- Good contacts in key environmental sector policy and planning agencies and institutions in Vietnam, and specifically TTH province, is an advantage.

### **Consultant 3: GIS expert**

- Minimum Master's degree in geography, natural resources, social sciences or other relevant discipline.
- Minimum 5 years' experiences working in data management, including social and spatial analysis.
- Excellent data management skills and experience with a variety of data management software, including GIS packages, spatial databases and mapping skills.
- Experience with environmental / natural resources / biodiversity data and projects preferred; excellent data visualization skills.
- Good contacts in Viet Nam agencies holding spatial environmental datasets is an advantage.

## **6. PAYMENT METHOD**

Issuing of any payment is subject to the deliverable being formally approved by the project PMU and UNDP. Payment method is via bank transfer. Payment schedule is expected as follows:

- Payment 1 - 20% of the contract value - within 07 days after approval of the Inception Report by the PMU and UNDP.

- Payment 2 - 30% of the contract value - within 07 days after approval of the overall work plan by the PMU and UNDP.
- Payment 3 - 20% of contract value - within 07 days after approval of the draft Master Plan by the PMU and UNDP.
- Payment 4 - 30% of contract value - within 07 days after approval of the final Master Plan by the PMU and UNDP.

The detailed payment schedule and conditions will be finalized in the Consultancy contract.