TERMS OF REFERENCE

FOR INDIVIDUAL CONTRACT

POST TITLE: **National Expert on Policy and Institutional Review for Urban Biodiversity and Ecosystem in Thailand**

AGENCY/PROJECT NAME: UNDP/ The Biodiversity Finance Initiative (BIOFIN)

COUNTRY OF ASSIGNMENT: Thailand

1 GENERAL BACKGROUND

Available evidence and the decisions adopted by Parties to the Convention on Biological Diversity (CBD) indicate that a significant gap remains in finance for biodiversity management, for countries to drastically scale up their efforts and achieve the 20 Aichi Targets defined in the CBD's Strategic Plan for 2011-2020. A preliminary assessment recently conducted under the auspices of the High-level Panel on Global Assessment of Resources for Implementing the CBD Strategic Plan estimated that the global investment required ranges between US$130 and 440 billion annually. While useful, this and similar other global estimates are based on extrapolations sensitive to the underlying assumptions. To define biodiversity finance needs and gaps with greater precision and determine related challenges and opportunities for resource mobilisation, detailed national-level (bottom-up) assessments are therefore required.

In this context, UNDP in October 2012 launched the Biodiversity Finance Initiative – BIOFIN, as a new global partnership seeking to address the biodiversity finance challenge in a comprehensive manner – building a sound business case for increased investment in the management of ecosystems and biodiversity, with a particular focus on the needs and transformational opportunities at the national level.

BIOFIN is managed by UNDP, in partnership with the European Commission and the Governments of Germany, Switzerland, Norway and Flanders. The US$28 million initiative was launched in October 2012 and will run through December 2018, with further support being sought to extend it. An additional US$3.1 million in finance is provided through several GEF-financed UNDP-managed projects working in core countries to support governments revising National Biodiversity Strategies and Action Plans (NBSAPs) and to catalyse sustainable financing for Protected Areas.

Guided by a steering committee representing the partners, BIOFIN works along two main axes:

I) Globally-led development of a new methodological framework. An entirely new methodological framework is being developed and piloted for undertaking national-level "bottom-up" analyses of the finance-relevant enabling context; for determining the current / baseline investment in biodiversity; for quantifying the full cost of meeting national biodiversity conservation targets and the resulting finance gap; and for assessing the suitability of financial mechanisms and developing national resource mobilisation strategies that are fully appropriated by national governments and other key in-country stakeholders. The methodologies applied in the project will be refined through regional and global learning, and made available more widely.

II) Adaptation and implementation of this new methodological framework at national level. To help countries increase the importance attributed to biodiversity and in consequence bridge the

financing gap, the work at national level will be led by Ministries of Finance, Economics or Planning and the Ministry of Environment. It is articulated through the following components:

1. Analyze the integration of biodiversity and ecosystem services in sectoral and development policy, planning and budgeting. Participating countries will analyse the current policy and institutional frameworks affecting biodiversity and ecosystem services both positively and negatively, and quantify related investments through comprehensive reviews of past and current (baseline) public and private expenditures. Analyses of impact, effectiveness and coherence will provide key opportunities for mainstreaming, aimed at reducing the cost of biodiversity management, such as through the removal of perverse incentives.

2. Assess future financing flows, needs and gaps for managing and conserving biodiversity and ecosystem services. Participating countries will project anticipated future investment in biodiversity, and determine the financing needed to meet agreed national priorities reflecting the CBD Aichi Targets, building on and interacting with the NBSAP process, and taking into account cost-effectiveness and the effects of an improved enabling environment. The difference between the projected future investment and the required investment will enable the quantification of the finance gap.

3. Develop comprehensive national Resource Mobilization Strategies to meet the biodiversity finance gap. Following an assessment of the full range of potential financing mechanisms (traditional and innovative, national and international), each participating country will develop a strategy to address the finance gap, combining suitable and nationally-adapted mechanisms. The strategy will analyse opportunities, risks and barriers related to the implementation of these mechanisms and provide solutions and recommendations, including on the enabling environment and safeguards.

4. Initiate implementation of the Resource Mobilization Strategy at national level. Countries will begin implementing recommendations pertaining to a priority subset of the identified financing mechanisms – regarding aspects such as institutional requirements, laws and regulations, taxes and fees, identification of legal thresholds, removal of biodiversity-harmful incentives, further feasibility studies and implementation plans, certification processes, public-private-partnerships, voluntary agreements, etc.

As of November 2015, 30 countries participate in BIOFIN including: Botswana, Chile, Colombia, Costa Rica, Ecuador, Fiji, Guatemala, Indonesia, Kazakhstan, Malaysia, Mexico, Peru, Philippines, Seychelles, South Africa, Thailand, Uganda and Zambia. For Thailand, the initiative has become operational in June 2014. The BIOFIN in Thailand is designed to support the country in translating the 12th National Economics and Social Development Plan, which highlights the importance of sustainable utilization of natural resources as a foundation to green growth and inclusive development, into implementation with financial strategies, especially with regards to the Integrated National Biodiversity Strategic and Action Plan (NBSAP). The work of UNDP's BIOFIN is supported by the Office of National Economic and Social Development Board (NESDB) under the Office of the Prime Minister, the Office of Natural Resources and Environmental Policy and Planning (ONEP) under the Ministry of Natural Resources and Environment and other key government agencies in Thailand.

2) OBJECTIVE OF THE ASSIGNMENT

A National Expert on Policy and Institutional Review for Thailand's Urban Biodiversity and Ecosystem will be responsible for conducting a research and write-up on Policy and Institutional Review (PIR) for urban biodiversity and ecosystem in Thailand. The objective of assignment is to complete a standalone report on policy and institutional settings in Thailand for urban biodiversity and ecosystem, in particular. S/he will be part of BIOFIN Technical Advisory team in Thailand. S/he will receive technical guidance from Technical Team Leader in Thailand and the Senior Technical Advisor from the Global BIOFIN team about BIOFIN methodology.

3) SCOPE OF WORK

The aim of the Biodiversity Policy and Institutional Review (PIR) is to analyse a country's economic, legal, policy and institutional framework to initiate, improve and scale effective biodiversity finance solutions. The PIR establishes a baseline context and orientation for the entire BIOFIN process. The entry point of BIOFIN Thailand will focus on 4 ecosystems: Terrestrial, Wetlands, Coastal and Marine and Urban. The scope of this assignment will focus on the urban biodiversity and ecosystem. The framework of report will refer to the BIOFIN methodology as mentioned in the workbook version 2016 (See *Annex I*) and the context under the Convention on Biodiversity's City Biodiversity Index (See *Annex II*).

Key duties and responsibilities:
- Lead completion of the Biodiversity Policy and Institutional Review for Urban Ecosystem;
- Consult with the BIOFIN Technical Team Leader and the Senior Technical Advisor of the Global BIOFIN to ensure that outputs are delivered on time and to high quality standards;
- Coordinate the compilation of relevant data and liaise with relevant Ministries and partners as required;
- Document decisions and assumptions made while completing the Policy and Institutional Review on Urban Ecosystems in Thailand;
- Document lessons learned from conducting the BIOFIN Policy and Institutional Review report for Urban Ecosystem in Thailand ranging from institutional considerations to technical issues;
- Highlight the recommendations and the main conclusions as a policy brief in the report;
- Submission of a final Biodiversity PIR report for Urban Ecosystem for approval by BIOFIN Technical Advisory Team in Thailand and Global BIOFIN's Senior Technical Advisor

4) DURATION OF ASSIGNMENT, DUTY STATION AND EXPECTED PLACES OF TRAVEL

Duration: January to March 2017 with maximum 20 working days.

Duty Station: Bangkok with no travel required.

5) DELIVERABLES AND FINAL PRODUCT

A standalone report on Policy and Institutional Review for Thailand's Urban Ecosystem will cover key findings as per main outlines of PIR report and data sources and data fields (See *Annex IV)*.

6) PROVISION OF MONITORING AND PROGRESS CONTROLS

A National Expert will work closely with the Team Leader of BIOFIN Thailand and then coordinate with the Inclusive Green Growth and Sustainable Development Unit through the Project Management Unit of BIOFIN in UNDP Thailand.

7) DEGREE OF EXPERTISE AND QUALIFICATIONS

Academic Qualifications:
- Thai national only with Master's degree in economics, politics, environments or a closely related field or Bachelor's degree with seven years of related experience in economics, politics, environments or a closely related field, or equivalent relevant work experience.

Years of experience:

- At least seven years of experience, preferably in environmental policy and institutional setting issues.
- Experience in dealing with international and national experts and academic institutions.
- Exposure to environmental issues, biodiversity in particular.

Languages:
- Good command of English and Thai languages both spoken and written.

Competencies:
- Strong analytical, writing and communication skills.
- Ability to prepare publications, reports and presentations.
- Ability to work with a multidisciplinary and multicultural team.
- Strong motivation and ability to work and deliver under short deadlines.
- Focuses on impact and result for the client and responds positively to critical feedback.
- Able to work independently with little or no supervision.
- Familiarity with government strongly desired.
- Sharing knowledge across the organization and building a culture of knowledge sharing and learning.

8) REVIEW TIME REQUIRED

Two working weeks after submission of each output milestone for review/approval of deliverables to authorising payments.

9) CONSULTANT PRESENCE REQUIRED ON DUTY STATION/ UNDP PREMISES

⦿ NONE   ○ PARTIAL   ○ INTERMITTENT   ○ FULL TIME

10) PAYMENT TERMS

Payment will be made to the consultant upon the satisfactory delivery of above mentioned deliverables approved by the BIOFIN Technical Team Leader and the Senior Technical Advisor of Global BIOFIN. Upon completion of each assignment, the payment schedule shall be arranged as per below table.

Payment Term	Output/ Deliverable	Content	Approximate Date of Output
1st Payment 20%	1	The 1st draft of Policy and Institutional Review for Urban Ecosystem in Thailand as a result of conducting desk review, meetings and technical consultation sessions with BIOFIN Technical Advisory Team in Thailand	10 February 2017
2nd Payment 40%	2	The 2nd draft report of Policy and Institutional Review for Urban Ecosystem in Thailand as a result of conducting desk review, meetings and technical consultation sessions with BIOFIN Technical Advisory Team in Thailand	24 February 2017
3rd Payment 40%	3	The Final report of Policy and Institutional Review for Urban Ecosystem in Thailand with technical clearances by Senior Technical Advisor of Global BIOFIN and BIOFIN Thailand Technical Team Leader	10 March 2017

11) ANNEXES TO THE TOR: Annex I, II, III and IV

Annex I - BIOFIN Workbook 2016

The BIOFIN Global team has developed a methodology to assist countries in the application of the Workbook. Please view the BIOFIN workbook at
http://www.biodiversityfinance.net/sites/default/files/uploads/documents/undp-biofin-web.pdf

Annex II: Convention on Biodiversity's City Biodiversity Index
To review the City Biodiversity Index to capture baseline data on city biodiversity.
https://www.cbd.int/doc/meetings/city/subws-2014-01/other/subws-2014-01-singapore-index-manual-en.pdf
http://chm-thai.onep.go.th/chm/city/document/CBD%20document/CBI%20expert%20meeting/ewdcbi-02-03-en.pdf

Annex III – BIOFIN Thailand Inception Report as of 30 October 2015

The BIOFIN Project Inception Report has been prepared for the purpose of reporting the current status regarding organizational matters of BIOFIN Thailand, the conceptual approach as well as clarifications of some of the key concepts which will provide the framework for the BIOFIN Technical Advisory Team and some of the preliminary findings of the Policy and Institutional Expert and Public Finance Expert. This report was endorsed by the Project Steering Committee of BIOFIN Thailand on 21 January 2016 and then submitted to the Global BIOFIN for reference in February 2016. Please view the BIOFIN Inception Report from UNDP Thailand website:
http://www.th.undp.org/content/thailand/en/home/operations/projects/environment_and_energy/the_biodiversity_finance_initiative.html

Annex IV: Outline of the PIR on Urban Ecosystems in Thailand

Main outlines of Policy and Institutional Review (PIR) report on Urban Ecosystem for Biodiversity Finance Initiative (BIOFIN) in Thailand
1. Key Biodiversity Status and Trends in the Urban Ecosystem
    1.1 Status and Trends
        1.1.1 Sectoral Practices Underlying Negative Trends
        1.1.2 Sectoral Practices Underlying Positive Trends
    1.2 Policy Environment
        1.2.1 Negative Policy Environment
        1.2.2 Positive Policy Environment
2. Key Actors and Institutions Related to Drivers of Change
    2.1. Existing and Potential Distribution of Benefits
    2.2. Existing and Potential Distribution of Costs
    2.3. Institutional roles and Arrangements
    2.4. Capacities and Capacity Needs
    2.5. Key Issues and Recommendations

Guidelines for conducting the PIR report:

Section 1:

Negative sectoral practice and policy drivers:
- Describe key negative trends in biodiversity and ecosystems
- Succinctly describe the driver of change for each negative trend in a few words
- Select the category and sub-category best describes this driver
- For each driver, identify the 1–3 key sectoral practices that lead to the negative biodiversity trend

- For each practice, identify the 1–3 key contributing sectoral policies, policy factor or market forces
- Identify economic consequences, if known
- Document all key assumptions and data sources

Positive sectoral practices and policy drivers:
- Describe key positive trends in biodiversity and ecosystems
- Succinctly describe the driver of change for each positive trend in a few words
- Select the category and sub-category best describes this driver
- For each driver, identify the 1–3 key sectoral practices that lead to the positive biodiversity trend

- For each practice, identify the 1–3 key contributing sectoral policies, policy factors or market forces
- Identify economic benefits, if known
- Document all key assumptions and data sources

Negative policy environment factors:
- Identify the most important negative policy environment factors that inhibit effective conservation, sustainable use and/or equitable benefits sharing of biodiversity
- For each negative policy environment factor, provide a brief description
- For each negative policy environment factor, select the category that best describes this factor
- For each negative policy environment factor, describe its key impacts on biodiversity
- Provide any supporting data sources or evidence
- Identify any key recommendations for improving the broader policy environment

Positive policy environment factors:
- Identify the most important positive policy   environment factors that promote effective conservation, sustainable use and/or equitable benefits sharing of biodiversity
- For each positive policy environment factor, provide a brief description
- For each positive policy environment factor, select the category that best describes this factor
- For each positive policy environment factor, describe its key impacts on biodiversity
- Provide any supporting data sources or evidence
- Identify any key recommendations for further strengthening the broader policy environment

Section 2:

Impacts, dependencies, costs and benefits of key sectoral actors related to **negative** drivers

- o   For each negative driver, identify the most important key sectoral actors
- o   For each sectoral actor, select the relationship that the key actor has to both the current status quo and to the future biodiversity investment state
- o   Provide any explanations or further implications of these impacts and dependencies
- o   For each sectoral actor, select the distribution of costs   and benefits under both the current status quo and the future biodiversity investment state.
- o   Provide any explanations or further implications of these costs and benefits

Impacts, dependencies, costs and benefits of key sectoral actors related to **positive** drivers

- o   For each positive driver, identify the most important key sectoral actors
- o   For each sectoral actor, select the relationship (impacts and dependencies) that the key actor has to both the current status quo and to the future biodiversity investment state
- o   Provide any explanations or further implications of these impacts and dependencies
- o   For each sectoral actor, select the distribution of costs and benefits under both the current status quo and the future biodiversity investment state.
- o   Provide any explanations or further implications of these costs and benefits

Annex IV: Data sources and data fields for the BIOFIN Policy and Institutional Review on Urban Ecosystem in Thailand

SECTION 1: National Vision and Strategy Review

National Vision and Strategy Review	Data Source	Recommended Data Fields
• Sustainable Development Vision Review	• National development plans • National Sectoral plans (e.g. food security, water security, poverty eradication, climate action, disaster risk reduction plans, invasive species action plans)	*It is important to identify specific policies – and not just say "conservation policy" or Poverty reduction policy --- this is because we may be recommending specific amendments.* *A quick browse in the internet resulted in the following:* - *National environmental quality mgmt. plan....*

• Biodiversity Vision Review	• National Biodiversity Strategies and Action Plans (NBSAPs)
	• Other biodiversity-related plans (e.g., CITES reports, Ramsar Convention reports, protected area action plans, Convention on Migratory Species reports and plans, state of environment reports, 5th National Reports to the CBD; wildlife recovery plans)
		- *National economic and social development plan*
		   - *Factory Act, Public Health Act, Hazardous Substances Act, and Energy, Conservation Promotion Act.*
		   - *Thailand's City Biodiversity Index*

• NBSAP Strategies and Actions Review	• National Biodiversity Strategies and Actions Plan	

	• Other biodiversity-related plans (e.g., CITES reports, Ramsar Convention reports, protected area action plans, Convention on Migratory Species reports and plans, state of environment reports, 5th National Reports to the CBD; wildlife recovery plans)	
• NBSAP Institutional Arrangements Review	• National Biodiversity Strategies and Actions Plan • Agency documents describing intuitional arrangements	• Data source, date and web link • List of key implementation agencies and actors • Narrative and/or graphic description of institutional arrangements for implementing the NBSAP

SECTION 2: Sectoral Review

Sectoral Review	Data Source	Recommended Data Fields
• Biodiversity Status and Trends Review	• 5th National Report on Biodiversity to the CBD • State of Environment Reports • National ecosystem assessments • Meetings to determine key biodiversity and ecosystems related to national goals and visions • Project technical reports; peer reviewed literature	• Data source, date and web link • Table with summary and narrative status and trends of selected biodiversity elements and ecosystems • For each biodiversity status and trend, a narrative description of the importance of the status and/or trend to key national goals and visions • Narrative description of key assumptions, comments

• Sectoral Linkages Analysis	• National country data (websites, published materials, statistical information)
	• Meetings to discuss impacts of biodiversity sectors
		• Data source, date and web link
		• For each sector or sub-sector:
		  • narrative description, with as much specificity as possible
		  • estimated annual GDP contribution (in USD and in local currency)
		  • categorical ranking of the positive and negative impacts on biodiversity (very high, high, moderate, low, none) with narrative explanation
		  • categorical description of the dependencies on biodiversity (very high, high, moderate, low, none) with narrative explanation
		  • narrative description of the specific sectoral practices and policies that result in negative and positive biodiversity impacts

		• narrative description of the specific sectoral practices and policies that result in negative and positive biodiversity finance impacts • narrative description of additional policy factors, regulatory environment and market forces • Narrative description of key assumptions, comments

SECTION 3: Biodiversity Finance Review

Biodiversity Finance Review	Data Source	Recommended Data Fields

• Finance Mechanism Review	• National websites, reports, agency information	• Name of financial mechanism
		• For each financial mechanism:
		  • data source, date and web link
		  • categorical description of the function (generate, realign, avoid, improve)
		  • annual amount (USD and local currency) generated
		  • narrative description of the source of funds
		  • narrative description of the recipient or beneficiary
		  • narrative description of the responsible agency or entity
		  • narrative description of the drivers behind the mechanism
		  • narrative description of known impacts on biodiversity
		  • categorical description of opportunities for expansion (very high, high, moderate, low, none, unknown) with narrative explanation
		• For each financial mechanism, related laws or acts
		• Narrative description of key assumptions, comments

• Government Subsidies Review	• National agency data, national statistics reporting	• Name of subsidy
		• For each subsidy:
		  • data source, date and web link
		  • narrative description of the current source of funds

		• amount in USD and local currency of the annual amount for each year • narrative description of the ministry or agency responsible • narrative description of the Intended economic, social or environmental objective • end date • existence (yes/no/unknown) of cost-benefit studies, with web link if yes • narrative description of target beneficiaries or recipients • narrative description of known biodiversity-harmful impacts • narrative description of related laws or acts • Narrative description of key assumptions, comments
• Legal and Policy Impact Review	• Legal briefs, legal reports, policy analyses	• Name of law, (or act, regulation, decree, bill, policy, etc.) • For each law, narrative description of data source, date and web link • For each law, narrative description of its positive or negative impact on biodiversity finance • Narrative description of key assumptions, comments

• Valuation Study Review	• Valuation studies, university reports, sectoral studies, economic analyses, program reports	• Name of valuation study title
		• For each valuation study:
		  • narrative description of data source, date and web link
		  • narrative description of components of biodiversity included
		  • narrative description of valuation approach
		  • narrative description of key findings
		• Narrative description of key assumptions, comments

SECTION 4: Biodiversity Legal and Policy Review

Biodiversity Legal and Policy Review	Data Source	Recommended Data Fields
• National Legal and Policy Review	• National websites and documents on laws, policies • Legal reviews	• Name of biodiversity-related laws or policy • For each law or policy:

	• Policy reviews	o narrative description of key actors o narrative description of impacts on biodiversity o narrative description of impacts on biodiversity finance o Narrative description of key assumptions, comments
• Policy Coherence Review	• National websites and documents on laws, policies • Legal reviews • Policy reviews	• Narrative description of policy coherence issue • For each policy coherence issue, narrative description of the key agencies and involved • For each policy coherence issue, narrative description of the impact of policy coherence issue • Narrative description of policy and legal gaps • For each gap, narrative description of the impact of policy or legal gap • Narrative description of key assumptions, comments

SECTION 5: Biodiversity Finance Actor Review

Biodiversity Finance Actor Review	Data Source	Recommended Data Fields
• Biodiversity finance actors	• National information on finance actors from documents, websites	• Prioritized list of key biodiversity finance actors o For each prioritized finance actor, narrative description of role in biodiversity finance
• Review of finance actor roles	• National information on finance actors from documents, websites • Meeting to prioritized finance actors	• For each prioritized biodiversity finance actor, narrative description of role • Narrative and/or graphic description of institutional arrangements • Narrative description of key assumptions, comments

SECTION 6: Recommendations and the main conclusion as a policy brief (1-2 pages)