

10th Pacific Islands Conference

## NATURE CONSERVATION AND PROTECTED AREAS

Tjibaou Cultural Centre  
Noumea, New Caledonia

19-24 April 2020



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### TERMS OF REFERENCE

FOR

## DEVELOPMENT OF A FRAMEWORK FOR NATURE CONSERVATION AND PROTECTED AREAS IN THE PACIFIC ISLANDS REGION

### 1. Background

In 2010 Parties to the **Convention on Biological Diversity (CBD)** adopted the **Strategic Plan for Biodiversity 2011–2020**, a ten-year framework for action by all countries and stakeholders to safeguard biodiversity and the benefits it provides to people. As part of the Strategic Plan 20 ambitious but realistic targets, known as the **Aichi Biodiversity Targets**, were adopted. Governments have committed to establishing national targets in support of the Aichi Biodiversity Targets. The development of national targets and their incorporation into updated National Biodiversity Strategies and Action Plans (NBSAPs) is a key process in fulfilling the commitments set out in the Strategic Plan. National Biodiversity Strategies and Action Plans reflect how a country intends to fulfil the objectives of the CBD and the concrete actions it intends to take.

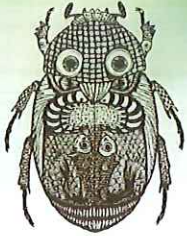
Given that challenges and needs vary across the different regions of the world and the need to bridge the gaps between local and global initiatives aligned to the CDB, the need for the **development of a regional framework with regional targets** was identified.

Approximately every five years the **Pacific Islands Roundtable for Nature Conservation (PIRT)** with coordination support by **SPREP**, brings together government agencies, NGOs, community-based organisations, donor agencies and individual experts concerned with conservation science and practice in the Pacific Islands region at a **Nature Conservation and Protected Areas conference**.

At this conference they review progress, challenges, gaps and develop the regional agenda for Pacific conservation. This agenda is then set out in a regional **Framework for Nature Conservation and Protected Areas in the Pacific Islands**. This framework is consequently endorsed through **declarations** or decisions of high-level meetings that serve the uptake of the Framework.

The Framework for Nature Conservation and Protected Areas in the Pacific Islands Region aims to strengthen the nature conservation capacities of people, communities, institutions and Island countries and territories of the Pacific Region and enhance the effectiveness of the international nature conservation mechanisms to conserve and protect nature in the Pacific Island countries and territories, and to facilitate regional actors to jointly respond to nature conservation challenges through concerted efforts and intensified regional cooperation.

The Framework for Nature Conservation and Protected Areas in the Pacific Islands Region also seeks to guide and support the national implementation of the National Biodiversity Strategies and Action Plans (NBSAPs), however it is not a replacement for these national plans. It does so by identifying



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regional priorities to support national and local actions; enhance exchange of traditional good practices, science-based technologies, knowledge products and information among governments and stakeholders.

In addition to strengthening regional cooperation to support the implementation of international engagements (currently mainly the Strategic Plan for Biodiversity 2011–2020), this Framework will also serve as a roadmap for the region and for the priorities for action that endorsing parties will follow.

The current Framework for Nature Conservation and Protected Areas in the Pacific Islands Region covers the years 2014-2020 and was a key product of the 9th Pacific Islands Conference on Nature Conservation and Protected Areas which was held in Suva, Fiji in 2013. The Framework was developed based on a process including a review of the previous Action Strategy (2008-2012), and a series of consultations held with SPREP Members, NGOs, community groups as well as with participants at the 9th Pacific Islands Conference.

The current Framework includes a vision, mission, goals, six objectives and a set of nine Principles for Nature Conservation in the Pacific. It also includes a set of regional targets adopted from the 2020 Aichi targets, which are also the targets adopted in the revision of national NBSAPs, as well as a mechanism for monitoring and evaluation of conservation effort. The Pacific Islands Roundtable for Nature Conservation (PIRT) and SPREP adopted the Framework and committed as such to its implementation.

From 19-24<sup>th</sup> of April 2020, the next Nature Conservation and Protected Areas conference will be held in Noumea, New Caledonia. One of its main deliverables is a new Framework for Nature Conservation and Protected Areas in the Pacific.

In this regard, SPREP is seeking consultancy services to develop a new Framework for Nature Conservation and Protected Areas. In its development, the history of the framework as well as the current status of conservation in the Pacific Region and the regional purpose needs to be considered.

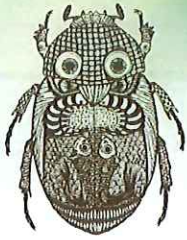
## 2. Objective of the contract

Under the guidance of the Director of the Island and Ocean Ecosystems Programme, the consultant will liaise and consult extensively with SPREP staff, SPREP Members and national biodiversity focal points, members of the Pacific Islands Round Table for Nature Conservation (PIRT), PIRT Working Groups, regional and international organizations and partners, and key stakeholders, including selected project sites/communities to **develop a regional Framework for Nature Conservation and Protected Areas in the Pacific and a ministerial declaration serving the uptake of the Framework.**

## 3. Key Deliverables/Outputs:

This contract for consultancy services will produce two key deliverables:

- (1) a **regional Framework for Nature Conservation and Protected Areas in the Pacific** containing the following elements:



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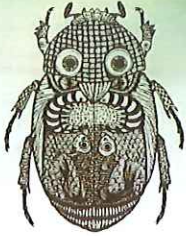
- Introduction (referring to previous regional framework, international frameworks and agreements to develop regional frameworks)
  - Purpose (what the regional framework aims for)
  - Background (how the regional framework was developed)
  - Rationale (for a regional framework specific for nature conservation in the Pacific Island Region)
  - The regional framework
    - Vision, mission, outcome/goals, objectives, targets and indicators
    - Code of conduct/principles
  - The regional priorities for action
  - Proposed regional programme
    - Describing flagship programmes (considering linkages with existing as well as new regional programmes)
    - Description of how states and other partners will take the framework up (expressing their concrete intentions to support other States/partners and their expectations in terms of benefits of the framework).
  - Parties and stakeholders
  - Timeframe
  - Governance and Monitoring arrangements
  - Links with international framework
- (2) a **ministerial declaration serving the uptake of the Framework**. The aim of the conference organizers is to programme a High-Level Segment that leads to a ministerial declaration. Such a document implies a declaration of Pacific Island Countries and Territories and embodies a political mandate and further guidance around the uptake of the Framework. The parts of the framework related to regional priorities for action and a regional programme should be at the core of the declaration for coherence and consistency reasons

The project will be implemented by a selected contractor who will be responsible for producing the following reports as outputs:

- i) Project Inception Report
- ii) Review report
- iii) Consultation report
- iv) Interim Report including first draft versions of regional Framework for Nature Conservation and Protected Areas in the Pacific and a ministerial declaration
- v) Completion Report including final draft versions of regional Framework for Nature Conservation and Protected Areas in the Pacific and a ministerial declaration

Activities to be undertaken to produce outputs and reporting may include the following:

- Drafting of an Inception Report outlining overall approach, the work plan, management plan and budget.
- Review of the previous Framework with a focus on assessing how the set-up, features and arrangements of that framework delivered on the purpose of having a regional framework and



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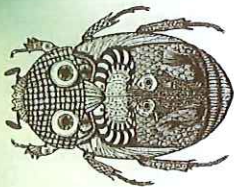
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assess the use of the Framework. This review is not expected to focus on assessing the performance related to the objectives and targets of the previous Framework.

- Stocktake and mapping of existing international frameworks and commitments. This activity will take stock of existing international frameworks, measures and diagnostics, assess advantages, disadvantages and limitations, opportunities and challenges of aligning with such frameworks.
- Development of a Framework for Nature Conservation and Protected Areas in the Pacific. This activity will involve drafting of the initial framework taking into consideration principles such as recommendations of the review, time, benchmarks and sustainability. The framework may consider the following aspects:
  - development/review of objectives and targets (considering the updated State of Conservation-Oceania report (SOCO))
  - development/review of the code of conduct/principles
  - development of regional priorities for action and the development of a regional programme
  - development of the governance and monitoring arrangements
- Conducting relevant sessions at the Conference on Nature Conservation and Protected Areas. Sessions will be programmed to discuss the proposed framework and declaration.
- Completion Report including final draft versions of regional Framework for Nature Conservation and Protected Areas in the Pacific and a ministerial declaration. The Completion Report would also discuss the development process as well as recommendations on implementation and future development processes.

#### 4. Scope of work and description of key activities

The following activities will need to be undertaken to achieve the outputs presented above. The bidder should provide details on its approach to each activity in its bid and is free to recommend additional activities.



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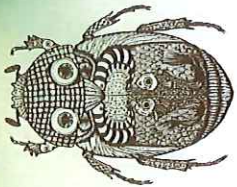
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Output	Activity	Person working weeks**	Completion Date	Person(s) responsible					
1	Project Inception Report Determine overall approach, the work plan, consultation approach (participation), key people to be involved and budget Presentation of the inception report to SPREP Circulate, revise and finalise the Inception Report based on feedback, if any	1 person weeks	1 week after signing of the Consultancy Agreement	Consultant(s) to draft the report, with inputs from SPREP					
					<b>Approval of Output 1: Inception Report (1 working week)</b>				
2	Review report Assessing how the set-up, features and arrangements of the current framework (2014-2020) delivered on the purpose of having a regional framework and the use of the Framework Consult with key stakeholders Draft and submit review report summarising results of the above activities. Circulate, revise and finalise the review Report based on feedback, if any	5 person weeks	Week 6	Consultant(s) to lead and arrange for reviews, and consultations, facilitated by SPREP					
					<b>Approval of Output 2: Review Report (2 working weeks)</b>				
					3	Consultation report Stocktake and mapping of other relevant existing international frameworks and commitments.	6 person weeks	Week 12	Consultant(s) to lead and arrange for



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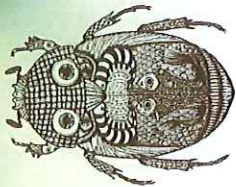
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	<p>Development/review of objectives and targets (taking into account the actual State of Conservation-Oceania (SOCO))</p> <p>Development/review of the code of conduct/principles</p> <p>Development of regional priorities for action and the development of a regional programme</p> <p>Development of the monitoring and governance arrangements of the framework</p> <p>Drafting of the initial framework and a ministerial declaration</p> <p>Organisation of a round of consultations with SPREP Members (written exchange or workshop) to further develop and deliberate on ideas and content of the initial Framework ministerial declaration.</p> <p>Organisation of a round of consultations with PIRT and Civil society to further develop and deliberate on ideas and content of the initial Framework ministerial declaration.</p> <p>Draft and submit a Consultation Report containing the consultations' proceedings, lessons learned, issues discussed, and next steps.</p> <p>Circulate, revise, and finalise the Consultation Report based on feedback, if any</p>		<p>consultations, facilitated by SPREP</p>
<p><b>Approval of Output 2: Consultation Report (2 working weeks)</b></p>			



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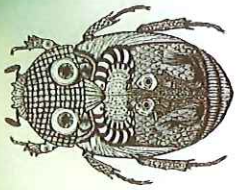
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4	Interim Report including full draft versions of regional Framework for Nature Conservation and Protected Areas in the Pacific and a ministerial declaration	Draft, submit, revise (if required), and finalise the draft "Framework for Nature Conservation and Protected Areas in the Pacific and ministerial declaration", drawing on the main insights from the outcomes/recommendations from the consultation round. The framework should elaborate its proposed features (see 3. Key Deliverables). Conduct presentation to SPREP and PIRT to collect further feedback and inputs for the finalisation of the Framework and Declaration	3 person weeks	Week 15	Consultant(s)
5	Completion of final draft versions of regional Framework for Nature Conservation and Protected Areas in the Pacific and a ministerial declaration	Presentation of first draft versions at the 10th Pacific Islands Conference on Nature Conservation and Protected Areas, 20-24 April 2020 Draft, submit, revise (if required), and finalise at the conference final draft versions of regional Framework for Nature Conservation and Protected Areas in the Pacific and a ministerial declaration Draft, submit, revise (if required), and finalise the Project Completion report which records against the original intended purpose, work plan and outputs. It should assist in assessing impact, draw out conclusions and lessons	5 person weeks  2 person weeks	Week 22  Week 24	SPREP and consultant(s) to arrange for presentation, integration in conference programme arranged by SPREP  Consultant(s)

### Approval of Output 4: Interim Report including first draft versions of regional Framework for Nature Conservation and Protected Areas in the Pacific and a ministerial declaration (2 working weeks)



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	learned that may be valuable in designing new related initiatives.		
<b>Approval of Output 5: Completion Report including final draft versions of regional Framework for Nature Conservation and Protected Areas in the Pacific and a ministerial declaration (2 working weeks)</b>			

\*\* The number of person working weeks is intended to indicate the amount of relative effort required to deliver the corresponding outputs. The calculation is based on assumption of 5 person days per week. Actual time will be agreed in negotiation with the successful bidder.





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### 5. Reporting

The contractor is expected to produce reports in accordance with Section 3 and 4 above. The timing of delivery is indicative and can be adjusted when the contractor work plan is developed, subject to mutual agreement.

All reports will be submitted to SPREP. All reports should be produced in a format that is readable and accessible electronically in MS Word and should also contain a list of stakeholders consulted, literature reviewed and attach any other key information or product that emanated from the process to review and update of the Framework.

The final draft versions of regional Framework for Nature Conservation and Protected Areas in the Pacific and a ministerial declaration must be suitable for publication, although the decision on publication lies with SPREP. The contractor will also provide regular (bi-weekly, or as agreed with SPREP) summations of activities undertaken and issues that have arisen. These will be submitted to SPREP via email.

### 6. Project Management

The project will be funded by the SPREP and managed by SPREP. The contractor should be responsible for organising and conducting the scheduled activities in collaboration with SPREP.

### 7. Scope of Services

The consultancy will be undertaken over a continuous effective period of six (6) calendar months with approximately 24 person weeks of professional services. Work will commence immediately after contract signing.

### 8. Qualifications

In its proposal the bidder/bidding team should demonstrate:

- Thorough understanding and in-depth knowledge of nature conservation stakeholders in the Pacific Region;
- Thorough understanding of nature conservation issues, trends, and related recent developments preferably in the Pacific context;
- Experience working with and having established networking amongst conservationists as well as nature conservation cooperation and development stakeholders across the Pacific region;
- Proven track record in working with multi-stakeholder in a participatory manner, including with high-level government officials, bilateral and multilateral institutions, civil society and NGOs, particularly in consensus building and work plan facilitation;
- Proven track record in data collection and analysis on regional and global survey/research;
- Extensive knowledge and experience in project management;
- Thorough understanding of monitoring and evaluation of development projects, particularly in outcome setting and identification of performance indicators;



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### 9. Bidding

Interested consulting firms/consultants are invited to submit a proposal in response to these Terms of Reference.

This proposal should be in two parts: **Technical and Financial components.**

The Technical component should present the following information:

- A brief discussion indicating the bidder's understanding of the needs of the project;
- A brief analysis of key issues;
- A methodological discussion of how the bidder proposes to address those needs including assessment of key issues, analytical strategies that will underlie the project, specific techniques to be utilised, and practical discussion of possible limitations in carrying out the assignment;
- A detailed work plan that specifies activities to be undertaken, expected outputs and deliverables, resources to be utilised and timing;
- Staffing and management plan;
- A discussion on how to address and ensure the future sustainability of the Framework for Nature Conservation;
- Detailed CVs of all proposed experts;
- Brief discussion of the firm/consultant's past experience in undertaking similar work and brief summaries of all projects undertaken; and
- Examples of previous work as Annexes to the proposal.

The Financial component should specify professional fees of experts. Other costs for experts and participants such as expenses for airfares, other travel costs and daily subsistence allowance for workshops, meetings, and all other agreed activities will be arranged by SPREP and discussed with the preferred contractor during the finalisation of the scope of services.