

**INTEGRATED WATER, LAND AND ECOSYSTEMS MANAGEMENT PROJECT**

**CONSULTANCY TO DEVELOP A REGIONAL ACTION FRAMEWORK FOR INTEGRATED WATER RESOURCES MANAGEMENT (IWRM) FOR THE CARICOM REGION**





**TERMS OF REFERENCE: CONSULTING FIRM/ CONSORTIUM**

ANNEX II: TERMS OF REFERENCE

**Consultancy to Develop a regional action framework for Integrated Water Resources Management (IWRM) for the CARICOM Region**

1. BACKGROUND INFORMATION 2

1.1. Partner country 2

1.2. Contracting Authority 2

1.3. Country background 2

1.4. Current situation in the sector 2

1.5. Related programmes and other donor activities 2

2. OBJECTIVE, PURPOSE & EXPECTED RESULTS 2

2.1. Overall objective 2

2.2. Purpose 3

2.3. Results to be achieved by the Contractor 3

3. ASSUMPTIONS & RISKS 3

3.1. Assumptions underlying the project 3

3.2. Risks 3

4. SCOPE OF THE WORK 3

4.1. General 3

4.2. Specific work 3

4.3. Project management 4

5. LOGISTICS AND TIMING 4

5.1. Location 4

5.2. Start date & Period of implementation of tasks 4

6. REQUIREMENTS 5

6.1. Staff 5

6.2. Office accommodation 6

6.3. Facilities to be provided by the Contractor 6

6.4. Equipment 7

7. REPORTS 7

7.1. Reporting requirements 7

7.2. Submission and approval of reports 7

8. MONITORING AND EVALUATION 8

8.1. Definition of indicators 8

8.2. Special requirements 8

# BACKGROUND INFORMATION

## Beneficiary country

The direct beneficiary countries for the implementation of this assignment are the following IWEco Project Participating States (Antigua and Barbuda, Cuba, Dominican Republic, Grenada, Saint Lucia, Saint Kitts and Nevis, Saint Vincent and the Grenadines, Barbados, Jamaica, and Trinidad and Tobago).

8 of these countries are CARICOM Member States, Dominican Republic is CARICOM Observer Country.

## Contracting authority

The Caribbean Public Health Agency (CARPHA) is a partner in the IWEco project and has been subcontracted to execute specific project activities. One of the activities to be covered under project component 3 (policy & legislation), is the development of a Regional Action Framework for Integrated Water Resources Management (IWRM) for The CARICOM Region. The OECS is also a Partner in this initiative and they have the lead technical responsibility for activities under Component 3. Regional Profile.

## Regional Profile

Caribbean SIDS are highly vulnerable to many of the economic and environmental pressures that are evolving globally. The Caribbean is also one of thirty-four Global Biodiversity Hotspots mainly due to the high degree of endemic flora and fauna found in the region, many of which are under threat of species decline and/or even extinction. Another feature of Caribbean SIDS is that their seascape is significantly larger than their land mass. Approximately 20 Million inhabitants in the region depend on the natural resource base for socio-economic development and well-being. Biodiversity and ecosystem services for example, provide food, shelter, protection from natural hazards, while health and recreation are some of the benefits provided by the Region’s rich biological resources.

The development programmes of Caribbean SIDS face a number of challenges including threats to natural resources such as land and water resource degradation, depletion of biological resources, habitat degradation and compromised ecosystem functioning resulting from developmental pressures on very fragile environments. These threats are further exacerbated by exposure of terrestrial and marine ecosystems to natural hazards and climate change impacts, some of which may be human induced, as well as pollution from land and marine-based sources. Also included are challenges of low institutional capacity, inadequate environmental policy, legislation and regulations including weak enforcement capacity, weak institutional and coordinating mechanisms, and inadequate economic valuation of natural resources, limited human and financial resources and inadequate engagement of and provision of incentives to the private sector and civil society to support inclusive green growth.

Regional treaties such as the Revised Treaty of Chaguaramas establishing the Caribbean Community (CARICOM) including its Single Market and Economy (CSME)and the Revised Treaty of Basseterre establishing the OECS Economic Union present opportunities for deeper integration and coordination among key agencies both at the national and regional level in pursuit of sustainable development under the three pillars of economic development, social development and environmental sustainability.

There are also a number of International Conventions and Agreements that CARICOM countries are Party to that deal with the protection of the environment. These include (a) the Convention onBiological Diversity and its 2011-2020 Strategic Plan which contains a number of goals and targets known as the Aichi targets, (b) the 2030 Agenda for Sustainable Development including the Sustainable Development Goals (SDGs) and (c) the Convention for the Protection and Development of the Marine Environment of the Wider Caribbean Region (Cartagena Convention).

A number of national and regional initiatives and projects aimed at reducing water and land degradation and improving biodiversity and ecosystems management have been implemented in the region. However, long-term sustainability has been hampered due to inadequacies within the wider policy, legislative and institutional environments that do not adequately allow for mainstreaming of these interventions beyond the realm of “project-driven, site-specific” actions. In addition, development of new mechanisms for financing of sustainable land and water management and biodiversity conservation interventions outside of traditional government budgets remains limited.

The precedent-setting *St. George’s Declaration of Principles for Environmental Sustainability in the OECS* (the Declaration) which was adopted through signature by Member States in April of 2001, is based on the premise that the efficient and effective management of natural resources is essential to sustainable development, and recognizes the need for an integrated approach to managing environmental resources in the region.

Over the years,the OECS through its Commission has developed and implemented a number of initiatives aimed at land and water resources management, biodiversity conservation and ecosystems management such as the model water sector policy and the OECS Development Strategy. CARICOM through its Secretariat has also developed and or implemented a number of initiatives focused on natural resources management. These include the CARICOM Common Water Framework, the Natural Resource Management Strategy, and the Caribbean Biodiversity Strategy.

Some of the most significant work done to integrate IWRM into the national planning processes of Caribbean countries was spear-headed by the Caribbean Environmental Health Institute (CEHI), now renamed and purposed as CARPHA. This was predominantly done through the GEF-IWCAM project (which ended in 2011) and summarised within the GEF-IWCAM bulletin from the project coordination unit April 2007 issue No. 3[[1]](#footnote-1)  “Integrated Water Resources Management (IWRM) Road mapping - Two Different Approaches”. Caribbean Waterways[[2]](#footnote-2), a Newsletter of the GEF IWCAM Project (Volume 1, Issue 4 December 2007), also provided information on CEHI’s collaboration with regional and international agencies towards advancing IWRM in the region. The GEF-IWCAM project also reviewed IWRM policy, legislation, and institutional structures in the participating countries.

## Current situation in the water sector

### National, Regional and International instruments related to IWRM

In 1992 the International Conference on Water and the Environment held in Dublin, Ireland resulted in the *Dublin Principles on Water and the Environment*. The Dublin Principles[[3]](#footnote-3) remain the standard for consideration of the issues surrounding water resource use and protection. The principles are listed below:

1. Fresh water is a finite and vulnerable resource, essential to sustain life, development and the environment.
2. Water development and management should be based on a participatory approach, involving users, planners and policy-makers at all levels.
3. Women play a central part in the provision, management and safeguarding of water.
4. Water has an economic value in all its competing uses and should be recognised as an economic good.

Sustainable land management was defined by the *UN 1992 Rio Earth Summit* as “the use of land resources, including soils, water, animals and plants, for the production of goods to meet changing human needs, while simultaneously ensuring the long-term productive potential of these resources and the maintenance of their environmental functions.” [[4]](#footnote-4) At the international level, SLM is seen as an important approach to simultaneously support achievement of [land degradation neutrality](https://knowledge.unccd.int/scientific-conceptual-framework-land-degradation-neutrality-overview) (LDN), the [Sustainable Development Goals](https://knowledge.unccd.int/topics/sustainable-development-goals-sdgs) (SDG), and the [Rio Conventions](https://www2.unccd.int/convention/about-convention/unccd-cbd-and-unfccc-joint-liaison-group).[[5]](#footnote-5)

In October 2015, *the* *United Nations Convention to Combat Desertification (UNCCD)* country Parties reached a breakthrough agreement on the *Land Degradation Neutrality concept* (LDN).[[6]](#footnote-6) The LDN concept was developed to encourage implementation of an optimal mix of measures designed to avoid, reduce and/or reverse land degradation in order to achieve a state of no net loss of healthy and productive land. LDN aims to balance anticipated losses in land-based natural capital and associated ecosystem functions and services with measures that produce alternative gains through approaches such as ecosystem restoration and sustainable land management.[[7]](#footnote-7) . The *strategic framework (2018 to 2030) of* UNCCD states that addressing desertification/land degradation and drought will involve long-term integrated strategies that simultaneously focus on the improved productivity of land and the rehabilitation, conservation and sustainable management of land and water resources.[[8]](#footnote-8)

The 2019 edition of the World Water Development Report argues that fulfilling the human rights to safe drinking water and sanitation for all can also significantly contribute to the achievement of the broad set of goals of the 2030 Agenda for Sustainable Development: from food and energy security, to economic development and environmental sustainability. Based on the latest data, this report’s findings clearly illustrate the need to make substantial progress towards delivering on the 2030 Agenda’s promise of reaching the most vulnerable.[[9]](#footnote-9) The [*Sustainable Development Goal*](https://knowledge.unccd.int/topics/sustainable-development-goals-sdgs)*(SDG)* 6 on water and sanitation includes an emphasis on improving water quality (target 6.3) and protecting and restoring water-related ecosystems (target 6.6). Improved water management is also a critical component of SDG 2, on food security, and SDG 15 to combat desertification, and halt and reverse land degradation, and halt biodiversity loss.

The United Nations General Assembly has proclaimed the decade 2018 to 2028 as the International Decade for Action: “*Water for Sustainable Development*”. The resolution emphasizes that sustainable development and integrated water resources management are crucial for economic, social and environmental goals. It focuses on the implementation of SDG 6 which is, “To ensure availability and sustainable management of water and sanitation for all”.[[10]](#footnote-10) Actually, integrated water resources management provides an essential framework to achieve not only SDG 6 but also to achieve all the SDGs and more than one-third of the 169 targets.[[11]](#footnote-11)

The *Cartagena Convention* has a protocol concerning pollution of the Caribbean Sea from land-based sources and activities (LBS Protocol). It came into force in 2010 with the objective of protecting the natural resources of the Caribbean Sea (fish stocks, coral reefs, fragile ecosystems, and recreational waters) from harm arising out of activities taking place on land. The biggest threats identified were from domestic sewage and run-off from land as a diffuse source of pollution. By 2020 all existing domestic wastewater systems (other than community wastewater systems) must comply with the provisions of the Protocol, and all community systems other than individual household systems must comply by 2030.[[12]](#footnote-12).

*Consortium of CARICOM Institutions on Water*: The Twenty-Fifth Special CARICOM Meeting of the Council for Trade and Economic Development (COTED) - Environment, met in April 2008 and provided a way forward with respect to water governance in the Community. The COTED inter alia recognised the ongoing efforts towards the development and/or strengthening of national water policies, Integrated Water Resources Management (IWRM) Plans, and Water Use Efficiency (WUE) Plans in the various Member States, which serve to guide national investments in water resources management in the medium to long-term and support reform of national water governance structures.

***The Integrating Water, Land and Ecosystems Management in Caribbean Small Island Developing States project***

The Integrating Water, Land and Ecosystems Management in Caribbean Small Island Developing States (GEF-IWEco Project) is a five-year (2016-2021) multi-focal area regional project, comprising 10 Caribbean countries out of which eight (8) Caribbean countries that are the main Participating States (PS) in this initiative having National Projects. The project is funded primarily by the Global Environment Facility (GEF) with significant Co-financing from the United Nations Environment Programme (UNEP), the United Nations Development Programme (UNDP), the Caribbean Public Health Agency (CARPHA) and the Organisation of Eastern Caribbean States (OECS). CARPHA and the OECS are implementing partners.

The goal of the IWEco project is toenhance the sustainable flow of ecosystem services and their contribution to sustainable socio-economic development in the Caribbean through the application of appropriate solutions for the improved integrated management of water, land and biological resources.

The overall objective of the project is to contribute to the preservation of Caribbean ecosystems that are of global significance and the sustainability of livelihoods through the application of existing proven technologies and approaches that are appropriate for small island developing states through improved fresh and coastal water resources management, sustainable land management and sustainable forest management and that also seek to enhance resilience of socio-ecological systems to the impacts of climate change.

The IWECO project has four components:

1. Development and implementation of integrated targeted innovative, climate-change resilient approaches in Sustainable Land Management (SLM), Integrated Water Resources Management (IWRM) including Water use Efficiency (WUE), Integrated Coastal Zone Management (ICZM) and maintenance of ecosystem services;

2. Strengthening of the SLM, IIWRM and Ecosystems Monitoring, and Indicators framework(s);

3. Strengthening of the Policy, legislative and institutional reforms and capacity building for SLM, IWRM/WUE and ecosystem services management taking into consideration climate change resilience building; and

4. Enhancing knowledge exchange, best-practices, replication and stakeholder involvement.

The project is implemented through a network of international, regional and national partners along thematic lines, in accordance with capacity advantage based on institutional mandates of these partners. The Caribbean Public Health Agency (CARPHA) and the Organisation of Eastern Caribbean States (OECS) are jointly implementing **Component 3** under which this assignment falls.

## Related programmes and other donor activities

Land and water systems in the entire Caribbean face the risk of progressive degradation to their productive capacity as a result of excessive and unsustainable demographic and development pressures. This is further exacerbated by climate change, and the intense competition for their use by all socioeconomic sectors. These systems are at risk and warrant priority remedial action simply because there are no substitutes.[[13]](#footnote-13) Some of the significant actions undertaken at international, regional and/or national level relevant to the advancement of a more sustainable use and development of land and water resources are as follows:

* OECS Development Strategy - 2018-2027: The OECS Development Strategy (OGDS) covers a 10-year period to 2027 and is complimented by an Action Plan that will be reviewed and updated in 2022. The strategy itself is aligned to various multilateral development agenda, including especially the UNDP’s Sustainable Development Goals (SDGs). One of the chapters of the ODS is focussed on an environmental strategic framework and includes Land and water resources as a programme area.
* *Country Strategy Paper (CSP) of the Caribbean Development Bank (CDB):* The CDB assist each of its borrowing member countries to prepare a country strategy paper (CSP) which outlines the medium-term development strategy for the specific country. The CDB regards the CSPs as its primary platform for designing operations to deliver development results at the country level. A common goal expressed within the “Matrix of Proposed Strategy and Results Framework” is defined as “Building Resilience through Enhanced Environmental Protection, Land Management, DRM and Adaptation to climate change”.
* *The Regional Framework for Achieving Development Resilient to a Changing Climate*: Approved by the Caribbean Community (CARICOM) heads of government in July 2009, and later, in 2012, CARICOM heads of government approved an implementation plan (IP) for the regional framework, which defines the regional strategy for coping with climate change and developing greater resilience to the impacts of climate change over the period 2011-2021. The Regional Framework and the Implementation Plan were prepared by the Caribbean Community Climate Change Centre (CCCCC), which is headquartered in Belize.
* *GEF/UNDP Sustainable Land Management Project* which closed in late 2012, aimed to build local and regional capacity to support sustainable land management and develop pilot demonstration activities to address land degradation at the community level in Antigua and Barbuda, Barbados, Dominica, Grenada, Jamaica, Saint Lucia, St. Kitts and Nevis, and St. Vincent and the Grenadines.
* USAID/OECS Project (2010-2015): The USAID funded Reducing the *Risks to Human and Natural Assets Resulting from Climate Change (RRACC) Project* was focusing on climate change adaptation measures in the freshwater and coastal zone sectors. The project developed an OECS model law and policy which could be useful inputs for upscaling to the regional level.
* *OECS AusAid Improvement in Land Policies and Management in OECS Member States (2010-2014).* Specific achievements included the formulation and adoption of Generic OECS Land Policy guidelines, National Land Policies for St. Lucia and St. Vincent and the Grenadines, and the piloting of a Social Tenure Domain Model (STDM).
* The EU-Financed GCCA Project implemented by the OECS Commission in 2014, *on Climate Change Adaptation (CCA) and Sustainable Land Management (SLM) in the Eastern Caribbean (“iIand Resilience”* [*www.ilandresilience.org*](http://www.ilandresilience.org) *),* was designed to improve the resilience of the sub-region’s natural resource base to the impacts of climate variability and climate change. Its main components were: (A) Effective and sustainable land management framework and practices (regulatory, capacity building, and awareness); and (B) Physical adaptation pilots (across multiple thematic areas). Project implementation ended in June 2019.
* *Regional strategic action plan for water governance and climate resilience (RSAP) for Water Governance and Climate Resilience in the Caribbean*: The RSAP aims to strengthen water governance arrangements, address climate challenges and increase levels of investment. The RSAP is built on five main pillars namely: (a) Climate Resilient Water Governance, (b) Climate-Informed Decision Support, (c) Climate-Resilient Water Resources Management, (d) Climate-Resilient Water Services Provision, and (e) Capacity Building and Sensitization for Climate Resilience.
* *The First Environmental and Natural Resources Action Plan of the Caribbean Community Environmental and Natural Resources Policy Framework (July 2017 - June 2022)*: The Policy Framework acknowledges the vital role that land, air, water and oceans play in maintaining the economic, social and environmental development of the Community. Its vision, as defined in the Caribbean Community (CARICOM) Environmental and Natural Resources Policy Framework, is intended to help guide the actions up to and beyond 2020:

*To effectively and sustainably manage the Community’s environmental, natural and cultural resources, including creating and improving conditions necessary for the conservation of nature, and maintaining the ecological balance to capitalize on the benefits that will accrue from their optimal utilization, thereby contributing to the balanced economic, environmental and social development of the Community as a whole and its Member States.*

* The World Bank funded *Regional Disaster Vulnerability Reduction Project (RDVRP)* which aims at measurably reducing vulnerability to natural hazards and climate change impacts in the Eastern Caribbean Sub-Region. This lending instrument was an Adaptable Program Loan (APL) and is being implemented in Dominica, Grenada, Saint Lucia, and Saint Vincent and the Grenadines.

# OBJECTIVE, PURPOSE & EXPECTED RESULTS

## Overall objective

The overall objective of the project under which this assignment is organized, is to provide an integrated framework in support of ecosystem integrity, biodiversity conservation and sustainable livelihoods through sustainable land, forest and watershed management, improved fresh and coastal water resources management, and enhanced resilience to climate change impacts.

The objective of Component 3 under which this assignment is organized is to strengthen policy, legislative and institutional frameworks, support institutional reforms and capacity building for Sustainable Land Management (SLM), Integrating Water Resources Management (IWRM)/Water Use Efficiency (WUE)/ watershed management and ecosystem services management utilising a watershed management and planning approach and taking into consideration climate change resilience building.

This consultancy directly refers to the following (modified) activities as mentioned in the IWEco Prodoc under component 3 of the project:

Activity 3.1.2.2: Develop a regional action framework for Integrated Water Resources Management (IWRM) for the CARICOM region.

## Purpose

The purpose of this contract is to retain the services of a suitable ***consulting firm / Consortium*** which will develop a regional action framework for Integrated Water Resources Management (IWRM), consistent with efforts by CARICOM towards the development of a CARICOM Common Water Framework, taking into account already ongoing initiatives from various institutions and partners in the region.

## Results to be achieved by the contractor

* A comprehensive review of water resource issues in CARICOM, inclusive of the socio-economic aspects of water resource management and the impact of water use and wastewater management on terrestrial and aquatic ecosystems.
* A review and assessment of existing policies, legislation and institutional arrangements in support of IWRM at the CARICOM level as well as at the national level within IWEco participating member states.
* A map of all the relevant stakeholders having roles and responsibility in water resource development and management, including areas of conflict or influence and their capacity building requirements.
* A CARICOM Integrated Water Resources Management (IWRM) Framework.
* Specific actions and interventions for advancing IWRM at the CARICOM level as well as at the National level within the 10 (ten) IWEco participating member states.

# ASSUMPTIONS & RISKS

## Assumptions underlying the project

The project is conceived based on the following assumptions:

* Participating States will remain committed to the provisions on land, water and ecosystems management as articulated within the IWECO project document;
* CARPHA and OECS Commission will have the requisite capacity to successfully coordinate and implement the assignment.
* Minimal delays due to weather/climatic conditions in submitting deliverables by the Contractor(s);
* Effective mobilisation and coordination of necessary capacity and inputs from relevant national agencies; and
* Collaborating countries will remain committed and work collaboratively with CARPHA, the OECS Commission, UNEP and the Consultant in developing the outputs.

## Risks

A number of risks can be identified that could jeopardize effective implementation of this intervention:

* Unavailability of appropriate personnel to undertake the assignment
* Low capacity at the national level to support implementation of activities
* Lack of uptake, response, support and participation from Participating Countries
* Impact of weather, climate, and/or natural disasters on implementation
* Epidemics and pandemics
* Shift of priority due to new development goals/dispensations by participating Member States

# SCOPE OF THE WORK

## General

###  Description of the assignment

The CARICOM Secretariat was charged with the development of a Common Water Framework based on a decision of the Council for Trade and Economic Development (COTED) in 2008. Technical oversight for this framework would have been provided by a Consortium of Water Institutions, the core of which comprised of CARICOM entities, assisted by other regional institutions and organizations with interests/expertise in water. At that meeting in 2008, the COTED recognized the ongoing efforts towards the development and/or strengthening of national water policies, Integrated Water Resources Management (IWRM) Plans, and Water Use Efficiency (WUE) Plans in the various Member States, which serve to guide national investments in water resources management in the medium to long-term and support reform of national water governance structures.

This sub-component of the IWEco project is aimed at strengthening and mainstreaming national action plans and strategies through the development and support of regional frameworks, notably the proposed CARICOM regional framework for IWRM.

### Geographical area to be covered

The countries covered by this contract will be the 10 (ten) IWEco-participating states. This will include 8 CARICOM countries, 1 CARICOM Observer Country (Dominican Republic) and Cuba. The expectation is that the outputs of this project will benefit all IWEco countries.

## Specific work

The Consultant will develop an Integrated Water Resources Management regional framework for the CARICOM region, develop/revise/strengthen associated regional-level IWRM strategies and action plans, and develop/revised/strengthen national IWRM related road maps and action plans for IWEco participating countries (Antigua and Barbuda, Barbados, Cuba, Dominican Republic, Grenada, Jamaica, Saint Lucia, Saint Christopher and Nevis, Saint Vincent and the Grenadines and Trinidad and Tobago).

### Specific activities

The tasks under this assignment are:

Task 1: Conduct a desktop comprehensive study (identification and analysis) of water resource issues in CARICOM towards identification of focus for an IWRM regional framework inclusive of the following:

* Review the impacts of water use and wastewater management on terrestrial and aquatic ecosystems in the Caribbean region.
* Review and assess existing policies, legislation and institutional arrangements in support of IWRM at the CARICOM level as well as at the National level within IWEco participating countries.
* Identify the various linkages between IWRM/Water (quality & quantity) and food, health, finance, socioeconomic, security and livelihood,
* The availability of customary arrangements at the community or local level (indigenous, ethnic groups and villagers) and their contribution to enhance water resources management,
* Identify issues of protection of the resource and access and benefit sharing,
* Identify what synergies exist between the states, the gaps that exist, and areas that need to be harmonized,
* Identify key stakeholders including those outside of the normal supply agents that help in management of the resource and recommend how they can be provided with support needed,
* Identify, analyse and map all the relevant stakeholders including line departments, private interests, civil society organization, academic and research institutions having roles and responsibility in water resource development and management, including their areas of conflict or influence,
* Assess the need for the establishment of Country Water Partnerships to assist with IWRM.

Task 2: Structure findings of the study in a form appropriate to facilitate stakeholder reviews of the issues and inform the IWRM regional framework development process. Present it for consideration at stakeholder consultations (as agreed to by CARPHA and OECS) and develop presentation material which will inform. Provide guidance and leadership in participatory and consultative processes for the development and review of outputs. The OECS Commission (OECSC) is responsible for supervising the implementation of this assignment. The OECSC will be supported by CARPHA in Cuba, Dominican Republic, Barbados, Jamaica and Trinidad and Tobago.

Task 3: Develop a Conceptual Framework proposing visions, objectives, key issues, risks, main areas of focus, etc. (outline of options for approach, context, structure, and content). The draft Conceptual Framework must be presented for review at stakeholder meetings and consultations using appropriate presentation materials.

Task 4: The consultant firm shall revise the draft documents in Task 3 above, incorporating comments received from the Stakeholder consultation, CARPHA, OECSC and other IWEco project reviewers. The Conceptual Framework must be sent to the OECSC for approval.

Task 5: Develop an Initial Draft Integrated Water Resources Management regional framework and action plan(s) for the CARICOM region, Dominican Republic, and Cuba: This will include but not limited to:

* Identification of methods, processes, resources, tools, actions and interventions needed for advancing IWRM in CARICOM for better water management.
* Recommendations and measures to develop cross sectoral linkages and synergies in water resources, time lines, costs, capacity building and institutional responsibility.
* Identification of how future threats from Climate Change and future demands based on development trends and economic projections will impact the availability and resulting ability of supply to meet demand. Make recommendations to address identified risks.
* National IWRM related road maps and action plans to include projects concepts for implementing priority interventions for IWEco participating Member States. This should take into consideration existing national strategies, policies and plans, including current legislative and institutional arrangements and identification of gaps and providing recommendations for addressing these gaps.
* A financial analysis of the potential impact of the framework implementation elaborated for IWEco participating Member States.
* A mechanism or plan for monitoring the impact of recommended actions and interventions at the CARICOM level as well as at the National level within IWEco participating member states. To include a mapping of users, problems or issues, rights and allocation and M&E system for assessing the Framework adoption and implementation.

Task 6: The consultant firm shall provide technical support in facilitating a regional stakeholder consultation to review and validate the draft documents in Task 5 above, providing all required presentation materials to facilitate the review.

Task 7: The consultant firm shall revise the draft documents in Task 5 and 6 above, incorporating comments received from the Stakeholder consultation and IWEco project reviewers. The Revised and Final drafts of the CARICOM IWRM Framework, the regional-level IWRM related strategies and action plans, and the national IWRM related road map and action plans must be sent to the CARPHA and the OECSC for approval.

Task 8: Assist in organizing webinars/seminars/workshops materials for awareness raising among policy makers, private sector, civil society, and the general public, including preparation of Technical briefs towards formal adoption of the CARICOM IWRM Framework.

## Project management

### Responsible body

The OECS Commission (OECSC) in collaboration with CARPHA, is responsible for supervising the implementation of this assignment.

### Management structure

 OECSC with support from CARPHA will closely supervise the implementation of this intervention and monitor its execution pursuant to these Terms of Reference. **For the purposes of this assignment, the IWEco Project Officer at the OECSC will serve as the Project Manager**.

All contractual communications including requests for contract modifications or changes to the Terms of Reference during the execution period of the contract must be addressed with a formal request to the **Project Manager (OECS Comp 3)**.

### Facilities to be provided by the contracting authority and/or other parties

Not applicable

# LOGISTICS AND TIMING

## Location

The principal place of work for the Consulting firm/Consurtium will be their office (s). Missions and field visits will be carried out as proposed in the Methodology and agreed with the GCCA focal Ministry.

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## Start date & period of implementation of tasks

The intended start date is February/March 2021 and the period of implementation of the contract will be 12 months from this date.

# REQUIREMENTS

## Staff

This Terms of Reference contains expert profiles and the tenderer shall submit CVs and Statement of Exclusivity and Availability for the key experts.

### Key experts

**Key expert 1: (Team Leader)**

*Qualifications and skills*

* Advanced Degree in a relevant natural or social sciences discipline (for example Natural Resources management, Water Resource management, Environmental Policy etc).
* Proven ability implementing projects in the Caribbean region with emphasis on integrated Water resource Management.

*General professional experience*

* Experience (7 years minimum) relevant experience implementing Development Programs in the Caribbean region.
* Experience in project development, management, monitoring and evaluation in the field of environment and water resource management.
* Experience working with regional governments in the implementation of SDG 6.5.1
* Proven experience developing IWRM Policy and Roadmaps in the Caribbean region
* Proven experience in policy development for water and environment sector.
* Proven experience and understanding of the IWRM process, linkages with the LBS protocol and national water sectors in the Caribbean region.
* Demonstrated experience in similar assignments with at least one (1) successfully completed during the past five years

*Specific professional experience*

* Related experience in the Caribbean is required and specific experience in one or more OECS Member States or Small Island Developing States;
* Preference would be given to Consulting Firms/Consortium with experience in the implementation of IWRM activities regionally and internationally.

**Key expert 2:**

**Integrated Water Resource Management (IWRM) Specialist**

*Qualifications and skills*

* An advance Degree in water resource management, applied hydrology, Engineering Hydrology or a field directly related to the assignment;
* High level of proficiency in spoken and written English and preferred good understanding of Spanish;
* Proven and demonstrable project management skills.

*General professional experience*

* Minimum of 7 years of international experience in IWRM or a field directly related to the assignment at a senior advisory or management position;
* Particular expertise in climate change adaptation;
* Experience in comprehensive water sector reform, policy and institutional support, and engagement with the private sector and civil society in IWRM issues.
* Proven and demonstrable ability to work as part of a multi-disciplinary team.

*Specific professional experience*

* Proven and demonstrable experience in implementing IWRM measures;
* Related experience in the Caribbean is required and specific experience in one or more OECS Member States or Small Island Developing States;

**Key expert 3:**

**Legal, Policy and Institutional Specialist**

*Qualifications and skills*

* University degree or equivalent in a relevant discipline (for example environmental law / policy, natural resources management);
* The expert should have a high level of proficiency in spoken and written English;
* Project management and facilitation skills;

*General professional experience*

* Significant expertise and at least 5 years of experience in the development of sustainable environmental management policy, legislation and regulations in Small Island Developing States; particular experience in the field of climate change-related policy-making and/or legislation;
* Significant expertise and at least 5 years of experience with institutional frameworks related to policy implementation in Small Island Developing States;

*Specific professional experience*

* Related experience in the Caribbean (minimum 4 assignments) is required and specific experience in four or more CARICOM States, Cuba and Dominican Republic including two OECS Member States or Small Island Developing States.

### Other experts, support staff & backstopping

The Contractor shall select and hire other experts as required according to the needs, and will have to demonstrate in their offer that they have access to experts with the required profiles, including professional qualifications, language skills and work experience.

It is anticipated that the services of suitably qualified professional(s) in execution of Public awareness programmes and Workshop facilitation will be utilised in the development of these results. Professionals within the social sciences discipline and Spanish language support are also anticipated, if not available through the Key experts describe above.

The costs for backstopping and support staff, as needed, are considered to be included in the tenderer's financial offer.

## Office accommodation

Office accommodation for the experts working on the contract may be provided by the Consulting Firm/ Consortium.

## Facilities to be provided by the contractor

The Consulting Firm/ Consortium shall ensure that experts are adequately supported and equipped. In particular it must ensure that there is sufficient administrative, secretarial and interpreting provision, supplies, services, documentation, logistical support, etc., to enable experts to concentrate on their primary responsibilities. It must also transfer funds as necessary to support their work under the contract and to ensure that its employees are paid regularly and in a timely fashion.

## Equipment

**No** equipment is to be purchased on behalf of the Contracting Authority / beneficiary country as part of this service contract or transferred to the Contracting Authority / beneficiary country at the end of this contract. Any equipment related to this contract which is to be acquired by the beneficiary must be purchased by means of a separate supply tender procedure.

# REPORTS

## Reporting requirements

The Consulting Firm/ Consortium will submit the following reports in English in one original and 2 copies:

* **Inception Report** of maximum 12 pages to be produced after **10 working days** describing the conceptual framework, approaches and methodology, challenges, and requirements to deliver the Scope of works outlined. The report shall also describe; initial findings, progress in collecting data, and any difficulties encountered or expected with relation to the work programme. The Consulting Firm/ Consortium should proceed with his/her work unless the Contracting Authority sends comments on the inception report.
* **Findings of the IWRM study** from thecomprehensive review of water resource issues in the CARICOM region, submitted no later than **two (2) months** after the commencement of the period of implementation of tasks. (Section 4.2 Task 1).
* **An IWRM conceptual Framework** submitted no later than **three** **(3) months** after the commencement of the period of implementation of tasks (Section 4.2 Task 3 and 4) and not later than **one (1) week** after stakeholder consultations.
* **Initial Draft IWRM Framework** for the CARICOM region submitted no later than **two** **(2) months** after consultations are completed on the IWRM conceptual Framework (Sections 4.2 Task 3, 4, 5).
* Recommendations and measures to develop cross sectoral linkages and synergies
* Identification of future threats from Climate Change and future demands and recommendations to address identified risks.
* National IWRM related road maps and action plans and project concepts for IWEco participating Member States.
* A financial analysis of the potential impact of the framework
* A mechanism or plan for monitoring the impact of recommended actions and interventions
* **Revised Draft regional IWRM framework** submitted no later than **one** **(1) month** after consultations are completed on the Draft IWRM Framework (Sections 4.2 Task 6, 7, 8).
* **Final** **Technical Report**: Comprising the Final Draft CARICOM Integrated Water Resources Management (IWRM) Framework and associated documents listed above, including a report of the consultative and awareness raising engagements regarding the draft CARICOM Integrated Water Resources Management (IWRM) Framework. The deadline for sending this final report is 15 days after receipt of comments on the Revised Draft IWRM Framework.

All deliverables shall be submitted to the OECS in the name of the Project Manager (OECS Technical Officer for Comp 3). CARPHA and OECS shall circulate all reports to the respective National Committees across all Participating States and to IWEco PMU in Kingston, Jamaica, for review and comments.

All deliverables shall be submitted in PDF format, along with relevant editable formats (MS Word, MS Excel, MS Project, MS PowerPoint, etc). All Reports shall include an Executive Summary and MS PowerPoint presentation.

## Submission and approval of reports

The report referred to above must be submitted to the Project Manager (OECS) identified in the contract. The Project Manager is responsible for approving the reports.

# MONITORING AND EVALUATION

## Definition of indicators

The following performance measures will provide valid, useful, practical and comparable measures of progress towards achieving expected results.

### Presence of an Inception Report summarising methodology and timeline amongst others for delivery of consultancy’s outputs.

### Presence of Findings of study as described in section 7 above.

### Presence of an IWRM conceptual Framework as described in section 7 above.

### Presence of the Initial, Draft, and final IWRM Framework for the CARICOM region, the Dominican Republic, and Cuba, strategies and action plans as described in section 7 above.

The Consultant may suggest additional monitoring tools for the contract duration.

## Special requirements

Not applicable.

1. Available at <https://iwlearn.net/resolveuid/fc8bdb8869c08ebb9e655265160791c2>. [↑](#footnote-ref-1)
2. Available at <https://iwlearn.net/resolveuid/744e04b0220974b5d35a07d91b57f187>. [↑](#footnote-ref-2)
3. Available at <https://www.futurelearn.com/courses/sustainability-society-and-you/0/steps/4626>. Accessed on October 17 2019. [↑](#footnote-ref-3)
4. ELD Initiative. (2015). Report for policy and decision makers: Reaping economic and environmental benefits from sustainable land management. Available at [www.eld-initiative.org](http://www.eld-initiative.org) [↑](#footnote-ref-4)
5. Available at <https://knowledge.unccd.int/topics/sustainable-land-management-slm>. Accessed on October 15 2019. [↑](#footnote-ref-5)
6. Global mechanism of the UNCCD, 2016. Achieving Land Degradation Neutrality at the country level Building blocks for LDN target setting. UNCCD Publication. [↑](#footnote-ref-6)
7. UNCCD (2016). Scientific Conceptual Framework for Land Degradation Neutrality. A Report of the Science-Policy Interface. Barron J. Orr, Annette L. Cowie, et al. (eds). [↑](#footnote-ref-7)
8. Available at <https://www.unccd.int/sites/default/files/relevant-links/2018-08/cop21add1_SF_EN.pdf>. Accessed on October 12 2019. [↑](#footnote-ref-8)
9. UNESCO World Water Assessment Programme (WWAP). 2019. The United Nations World Water Development Report 2019: Leaving No One Behind. Paris, UNESCO. [↑](#footnote-ref-9)
10. Available at <https://www.un.org/en/events/waterdecade/> [↑](#footnote-ref-10)
11. UN-Water (2016). Water and Sanitation Interlinkages across the 2030 Agenda for Sustainable Development. Geneva. [↑](#footnote-ref-11)
12. Global Water partnership, 2014. Integrated water resources management in the Caribbean: The challenges facing Small Island Developing States. Technical Working Paper. [↑](#footnote-ref-12)
13. *Ibid* [↑](#footnote-ref-13)