



IUCN Eastern and Southern Africa Regional Office

Terms of Reference: Consultant, Supporting the development of an Eastern and Southern African (ESA) State of Protected Areas (SoPA) report

1. BACKGROUND: REGIONAL RESOURCE HUB AND SoPA REPORT DEVELOPMENT

The Biodiversity and Protected Areas Management (BIOPAMA) programme aims to assist the African, Caribbean and Pacific (ACP) countries in developing a framework for improving technical and institutional approaches to conserve biodiversity, particularly in protected areas, through regional cooperation and capacity building activities. BIOPAMA is jointly implemented by the IUCN and the European Union's (EU) Joint Research Centre (JRC). In line with these BIOPAMA programme objectives, a Regional Resource Hub (RRH) for Biodiversity and Protected Areas Management will be established at the Regional Centre for Mapping Resources for Development (RCMRD) in 2019. The RRH hosts the Regional Reference Information System (RRIS), which works as a platform to facilitate exchange of data/information among decision makers and managers of protected areas and supports regional priorities for decision support products. One such product is a regional "State of Protected Areas" report which is currently being developed with the support of Eastern and Southern African countries.

Protected areas are one of the cornerstones and fundamental strategies for promoting and preserving biodiversity, ecosystem services and human well-being – at local and global scale. For the Eastern and Southern African region, this has been acknowledged at regional level through various regional strategies and policies, at international level through the Convention on Biological Diversity (CBD)'s Programme of Work on Protected Areas (PoWPA), the Aichi Biodiversity Targets in the CBD's Strategic Plan for Biodiversity, as well as in the Sustainable Development Goals (SDGs).

Through the Protected Planet Report initiative, UNEP-WCMC, IUCN and partners are working together to track progress in particular on Aichi Target 11. The first global Protected Planet Report was published in 2012 at the IUCN World Conservation Congress, proposing a standardised way for reporting on the CBD and PoWPA targets, and further editions were launched in 2014, 2016 and 2018. In addition to the global overview provided in these reports, regional assessments of protected areas (here: "State of Protected Areas", including the development of the East African Community (EAC) SoPA under phase I of BIOPAMA) can provide a more detailed insight into progress, opportunities, challenges, and lessons learnt in safeguarding key biodiversity and ecosystem services through the protected area system and in particular in trans-boundary ecosystems and protected areas.

To ensure that this product provides relevant information and accurate analyses, IUCN, as one of the implementing partners of BIOPAMA, will be convening a planning workshop to develop the outline for the content of the ESA "State of Protected Areas 2020" (SoPA) report. This includes the development of a Table of Contents for the report and an outline of each chapter and the key analyses required in the report. In addition, a roadmap for the development of the SoPA will be developed and will guide follow-up actions from the workshop. This first report is intended to be a baseline for the region, focusing on the state of protected area governance and equity (PAGE) and protected area management effectiveness (PAME) across the region, drawing on existing information from countries and identifying potential gaps in information. A second follow-up SoPA report is planned for publication in 2023.

2. OBJECTIVES OF THE CONSULTANCY

Working under the supervision of the BIOPAMA Regional Coordinator, the key role of the consultant/s is to oversee the overall development of the narrative of the report according to the developed roadmap and then, in particular, to ensure that the relevant narrative for each chapter is written and to edit the final report to ensure consistency. The Consultant will assist IUCN and the ESA countries in collecting and collating the relevant information for the ESA State of Protected Areas report, based on the table of contents and chapter outlines developed in the workshop with relevant stakeholders. The consultant will be able to build on work already underway through BIOPAMA staff, who have engaged with countries on existing reports and analyses and collated an overview in relation to the table of content for the SoPA.

3. SPECIFIC TASKS

The consultant will work in close collaboration with the RRH team, the BIOPAMA Technical Officer (TO) and the relevant contacts in the ESA countries, in the carrying out of this work. The following tasks are envisaged in order to achieve this:

- (i) Inception call with BIOPAMA team and preparation of a short inception report.
- (ii) Review all existing documents in relation to the SoPA development to date including:
 - a. Report from the SoPA development workshop;
 - b. Roadmap for SoPA development;
 - c. Draft table of contents for SoPA, including collated references to information already available from national reports; and
 - d. Relevant sections of national reports, as well as the EAC SoPA and other relevant publications (see c above)
- (iii) Engage with the BIOPAMA team from IUCN and the JRC:
 - a. Inception meeting (skype) with BIOPAMA team to discuss the workplan and way forward;
 - b. Discuss and flesh out road map for narrative section of the report;
 - c. Obtain contact details of the country contacts/data providers, working together with the BIOPAMA TO;
 - d. Work together with the BIOPAMA TO, RCMRD, UNEP-WCMC and JRC to assess what data is currently available and where there are gaps; and
 - e. Participate in regular update meetings with the BIOPAMA team for the SoPA development.
- (iv) Establish contact with the country contacts, together with the BIOPAMA TO, and work with them to further develop the narrative for the chapters. Some countries may provide direct support through a staff member, but for others, the consultant may need to collate information through interviews and then write up this narrative him/herself.
- (v) Collect and collate relevant information from the region to provide content to the SoPA report
- (vi) Liaise with BIOPAMA team on analyses and graphics to support narrative.
- (vii) Collate all chapters and analyses into one document and edit for logical consistency.
- (viii) Present final report to the validation group (possibly virtual meeting or email engagement).
- (ix) Incorporate final edits from the validation group into the SoPA and submit final report to IUCN.

4. EXPECTED OUTPUTS

The expected outputs from this project relate directly to the tasks outlined above and include the following:

- (i) A brief inception report confirming the work schedule with task specifics, time frames and deliverables;
- (ii) Draft narrative for all chapters of the SoPA;
- (iii) Draft consolidated SoPA report for validation;
- (iv) Provision of raw data collected to RCMRD to add to the RRH (where applicable and allowed); and
- (v) Final ESA SoPA report in word format with graphics and analyses included.

5. REQUIRED QUALIFICATIONS

The assignment should be carried out by a consultant/s with the following minimum qualifications:

- An MSc or higher in biodiversity conservation, natural resources management, environmental sciences, socio-ecology or related field;
- Minimum of 10 year's post-qualification experience in the conservation sector, preferably in protected and conserved areas work and preferably with experience in PAGE and PAME;
- Extensive knowledge of- and work experience in the ESA region;
- Demonstrated experience with similar regional projects;
- Data collation and analysis skills;
- Excellent technical skills in report writing and editing;
- Demonstrated ability to establish priorities and to plan, organize the work elements in a complex and dynamic environment;
- Strong coordination skills;
- Good interpersonal and communication skills, including the ability to work as part of a team;
- Excellent command of the English language (working knowledge of French and Portuguese would be an additional advantage); and
- The ability to see and articulate the bigger picture from fine scale detail.
- Knowledge of GIS is desirable

6. TIMEFRAME AND LOGISTICS

The consultancy shall be conducted over a period of 15 months, starting **the week of the 18th March 2019**. Timeframes are aligned with the draft road map (see Appendix 1).

7. PROPOSAL

A comprehensive proposal for these terms of reference should be submitted and include the following:

- CV of key personnel;
- List of other similar projects completed to date;
- Budget and timelines (align with roadmap in Appendix 1);
- Please include in your budget and timelines any suggested changes or additions to the specific tasks under 3 above or the roadmap in Appendix 1 to ensure a quality product.

Please send your full proposal to Sue Snyman (sue.snyman@iucn.org) by **midnight on Friday 15th March 2019**. Contracting is expected to be concluded in the week of 18th March 2019, with work beginning in the week of 25th March 2019.

Appendix 1: ESA SoPA Development Roadmap

Action	Outputs	Deadline	Percentage pay
Inception call and report	Short inception report	25 th March: call and report by 1 st April 2019	40%
Send draft roadmap to all inception workshop participants for input and feedback as well as planning purposes (countries to note deadlines and inputs needed). Request representatives from each country to work with on collation of report (parallel process)	Final Roadmap 1 contact per country that can assist with writing and contacts in-country	15 th April	
Identify the relevant analyses and data used in the CBD reports that link to SoPA outline		6 th May	
Identify other national reports that may have information not included in CBD report (e.g. State of biodiversity, state of wildlife)	Table with data and analyses currently available	6 th May	
Draw narrative information from CBD and other national reports that link to SoPA		6 th May	
Identify other information needed for SoPA and potential contributors	Table with narrative sections currently available	6 th May	
Send draft tables to the country contacts (workshop participants and others) for further feedback and input	Additional info from country contacts	By 1 st July	
Contact CBD and BIOPAMA focal points to understand reporting process and identify who has relevant data sets	Location of data sets; key analysis experts	June/July	
Begin write-up of non-data chapters with in-country contacts and ESA contacts		From June	
Conduct any required travel in the region to confirm what data sets are available and to identify data holders in each country; to collate existing products (such as maps of high biodiversity areas) where possible and identify analysis experts	List of data sets and data holders, list of key analysis experts; existing products uploaded into Geonode	July/August/September/October	40%
Process to request specific datasets for inclusion in RRH and available for regional analysis	Relevant data sets included in the RRH	November (after country visits)	
Based on inputs from country visits, identify analyses needed for SoPA chapters in preparation for regional analysis/validation workshop	Agenda and workflow for the Analysis workshop	November (beginning)	

Analysis/validation workshop with country experts to upscale national analyses to the regional level analysis/output (structure workshop so that analyses for regional report are finished at the end of it)	Regional data analysis for SoPA completed; network of experts for analysis and RRIS tool development formed	November (at African Protected Areas Congress (APAC))	
Review and identify additional analyses that may be needed after consultation at APAC		December/January 2020	
Write-up of remaining narrative components of report		December/ January 2020	
First draft of SoPA submitted to BIOPAMA team		End January 2020	
Incorporate comments/edits		End of February 2020	
Final review by expert review panel		Beginning of March 2020	
Final version submitted		Mid-April 2020	20%
Launch of ESA SoPA		World Conservation Congress, June 2020	