



Terms of References

Job Title: Land-use planning expert

Project Reference: Implementation of the pilot SEA of the Orhei Town Master Plan

Duration of Employment: October - December 2014

Contract type: Individual Contract

Expected workload: 25 days

I. Background

Strategic Environmental Assessment (SEA) effectively promotes sustainable development by mainstreaming environment into economic development at a national and local level. SEA is a well-established, practical and efficient planning and environmental governance tool/system set out in the UNECE Protocol on SEA to the Convention on Environmental Impact Assessment (EIA) in a Transboundary Context. It ensures that development plans in key sectors such as energy, water and waste management with likely significant adverse environmental impacts are efficiently developed taking into account environmental (and health) considerations. SEA, in particular, will allow identification of the most sustainable and cost-effective strategic development alternatives in Moldova for attracting new investments and for improving its environment. SEA also helps strengthen the country's environmental governance through fostering transparency and consultation with relevant stakeholders and the public prior to the approval of plans and programmes. SEA in a transboundary context can also greatly facilitate regional cooperation on environmental matters.

Since 2004 the UNECE secretariat has provided technical assistance and capacity building support to foster ratification of, and accession to, the Espoo Convention and its Protocol on SEA in the countries of Eastern Europe, Caucasus and Central Asia. The secretariat has a broad experience in assisting the countries in improving their legislative and institutional frameworks for the implementation of both treaties. The tailor made training and pilot projects provided by the UNECE have proven to be efficient in building the necessary institutional and human capacities in countries for the effective application of EIA and SEA to their development projects, plans and programmes.

At the six Meeting of the Parties to the Espoo Convention, in June 2014 in Geneva, the Government of the Republic of Moldova (RM) requested the secretariat to assist the country in development of national SEA systems and practices and to raise awareness and understanding of the benefits of SEA among various stakeholders. Based on this request the work-plan of the two treaties for 2014–2017 includes several relevant activities such as: (a) finalizing drafting of national legislation on SEA; (b) a pilot application of the SEA procedure to a draft Government plan or programme. The funding for the activities is secured through the EU funded programme Greening Economies in the Eastern Neighborhood (EaP GREEN).

The UNDP Office in Moldova is offering support to UNECE in project implementation.

Project description

The overall aims of the project is to further develop legislation on SEA, build capacities in application of SEA procedures at a national level and to raise awareness of SEA benefits among various national stakeholders.

Specific objectives include:

- provide support in the development of the draft law on SEA

- testing and demonstrating opportunities of practical application of the draft law on SEA based on the implementation of a pilot project
- providing recommendations for environmental optimization and modifications of the selected plan/programme, and
- developing recommendations for further improvement of national legislative and institutional frameworks on SEA in a country.

The Government of Moldova selected the Master Plan of Orhei Town as a strategic document for a pilot application of SEA procedure. The development of the plan extends from the end of June to the end of October 2014.

II. Scope of work and responsibilities

The Land-use planning expert will be one of the SEA team members and is expected to be senior expert capable of working independently under the coordination of SEA Team Leader and with the assistance of the international SEA consultant. He/she should be able to formulate expert opinion on relevant environmental issues (considering also possibly limited or incomplete data), and actively seek opinions of other relevant stakeholders (e.g. local nature protection or health authorities) in order to increase understanding of existing local situation and improve credibility of SEA outputs.

He/she will be involved in entire SEA process (i.e. in the course of several months) and will deliver inputs in several phases. For every SEA step and written deliverable indicated below, the expert will be provided with detailed instruction including structure/format of required inputs by the SEA Team Leader and the international SEA consultants.

The Land-use planning expert will participate in consultations with planning authority and other relevant stakeholders and will present his/her findings during public SEA events, as well as provide a feedback on comments obtained.

Expected deliverables

The key tasks of the Land-use planning expert are as follows:

1) SEA Scoping

Main responsibility:

To facilitate establishment of cooperation between Master Plan preparation team and the SEA team

To prepare description of Orhei Master Plan planning process and identify opportunities for SEA to provide inputs

To contribute to the identification of key environmental aspects/problems relevant to the Master plan preparation and implementation

Main activities:

- To review scoping workshop outcomes and discussion with the aim to verify identified potential environmental aspects that might be affected by the Master plan, and key problems related to the environment of the concerned territory

Tangible output:

- Description of the planning process for the preparation of Master plan of City of Orhei with description of main planning objectives (circa 3 pages).
- Prepare 1-2 simplified maps to illustrate extent of the planning area and main features of the concerned territory

2) Baseline analysis

Main responsibility:

To facilitate the exchange of information about the state of the environment between the planning team and the SEA team. In cooperation with planning team to prepare thematic maps to analyse main environmental issues and to identify environmental problems relevant to Master plan preparation.

Main activity:

- To prepare maps describing main environmental components within concerned territory.
- To identify existing environmental problems relevant to the spatial planning and identify areas of specific concern (e.g. areas potential land-use conflicts, areas with particularly sensitive nature, etc.)

Tangible output:

- Circa 5-10 analytical maps of the concerned territory (or a particular area) with attached written description of the graphic content
- Written inputs to the SEA report (analytical part) with structure and content as further instructed by the SEA coordinator (circa 10 pages)

3) Analysis of risks and likely impacts

Main responsibilities:

To provide inputs to the analysis of risks and likely impacts related to the Master Plan

Main activities:

- Based on discussion with the Planning team to develop 1-3 alternative planning options for selected Master plan components (e.g. location of residential areas, industrial zone, green areas)
- To identify and describe risks and potential negative and positive impacts of the measures and activities proposed within the Master plan on the individual components of the environment and specific problems in as identified in scoping.
- To facilitate consultations with planners preparing the Master plan

Tangible outputs:

- To prepare description of 1-3 planning alternatives/development scenarios for selected Master plan components (circa 3-5 pages plus 1-3 maps illustrating individual alternatives).
- Analysis of risks and likely impacts on individual components of the environment (circa 10-15 pages)

4) Master plan optimization, mitigation measures, environmental monitoring

Main responsibilities:

To formulate proposals for draft Master plan optimization (revisions of the Master plan draft) in order to prevent potential negative impacts of the Master plan on the environment (and/or to reinforce positive impacts).

Main activities:

- To formulate measures to mitigate, or compensate likely adverse impacts resulting from the Master plan implementation on the environment (including suggestions for the Master plan draft revisions)

- To facilitate consultations between SEA team and planning team in order to reach agreement of formulations of the SEA recommendations and their reflection in the Master plan final draft
- To participate in both formal and informal consultations with relevant authorities and other stakeholders
- To present main SEA findings and preliminary proposals for mitigation measures in a public event and respond to comments on SEA outputs.

Tangible outputs:

- Comments and proposal for the Master plan draft document revision (circa 2 -3 pages)
- Proposal for mitigation measures to be implemented together with the Master plan (circa 2-3 pages)
- Prepare PP slides with key findings for SEA public event (2-5 slides per selected issue)

5) SEA reporting and decision making

Main responsibilities:

To contribute to the final revision of the SEA report (compiled from previous written inputs), including formulation of the final SEA statement summing up findings and recommendations.

To facilitate incorporation of the SEA recommendations into the final draft of the Master plan

Participate in presentation of SEA final results and responding to comments obtained.

Main activities:

- Revision of the SEA report
- Participation in formal consultation and public event
- Responding (in writing) to key comments obtained

Tangible outputs:

- Reviewed SEA report

The timeframe and duration of activities are estimated to be broken down as follows:

Activity	Duration (estimated) / days	Estimated Timing and deadline*
To review scoping workshop outcomes and discussion with the aim to verify identified potential environmental aspects that might be affected by the Master plan, and key problems related to the environment of the concerned territory	3	30 October 2014
To prepare maps describing main environmental components within concerned territory./To identify existing environmental problems relevant to the spatial planning and identify areas of specific concern (e.g. areas potential land-use conflicts, areas with particularly sensitive nature, etc.) .	6	1 st part of November 2014
To provide inputs to the analysis of risks and likely impacts related to the Master Plan	6	November 2014
To formulate proposals for draft Master plan optimization (revisions of the Master plan draft) in order to prevent potential negative impacts of the Master plan on the	5	2nd part of November 2014

Activity	Duration (estimated) / days	Estimated Timing and deadline*
environment (and/or to reinforce positive impacts).		
To contribute to the final revision of the SEA report (compiled from previous written inputs), including formulation of the final SEA statement summing up findings and recommendations./To facilitate incorporation of the SEA recommendations into the final draft of the Master plan Participate in presentation of SEA final results and responding to comments obtained.	5	October – December 2014
TOTAL working days	Approx. 25	

*The proposed time frame will be discussed and coordinated with the International Consultant.

III. Management Arrangements:

Responsibility for Managing the Consultant

The consultant will work under guidance and is primarily reporting to the SEA Team Leader

Payment for Services

The payment for services shall be made in three installments upon submission and approval of deliverables, and certification by UNECE that the services have been satisfactorily performed.

Installment	Payment Amount
To assist in identification of existing environmental problems relevant to the spatial planning;	35%
Formulation of proposals for draft Master plan optimization	35%
Assisting at the revision of SEA report	30%

Responsibility for Expenses and their Reimbursement

The Consultant will be responsible for all personal administrative and travel expenses associated with undertaking this assignment including office accommodation, printing, stationary, telephone and electronic communications, report copies and maps and others identified.

IV. Requirements for experience and qualification

Academic Qualification

- University degree in environmental sciences, spatial planning, urbanization or other related field

Experience:

- At least 5 years of experience in the land use planning/urban planning
- Deep knowledge in the municipal planning and management;
- Understanding of a planning process for development of strategic documents in the Republic of Moldova

Competencies

- Strong interpersonal skills, communication and diplomatic skills, ability to work in a team
- Good organizational, time management and facilitation skills
- Knowledge and skills of MS Office, including Word, Excel, PowerPoint

Language requirements:

- Fluent in written and oral communication in Russian and Romanian
- Good drafting skills in Romanian and/or Russian