

Section- 5 Terms of Reference for 'Support Agency for Integrated Coastal Zone Management (ICZM) Plan'

Background

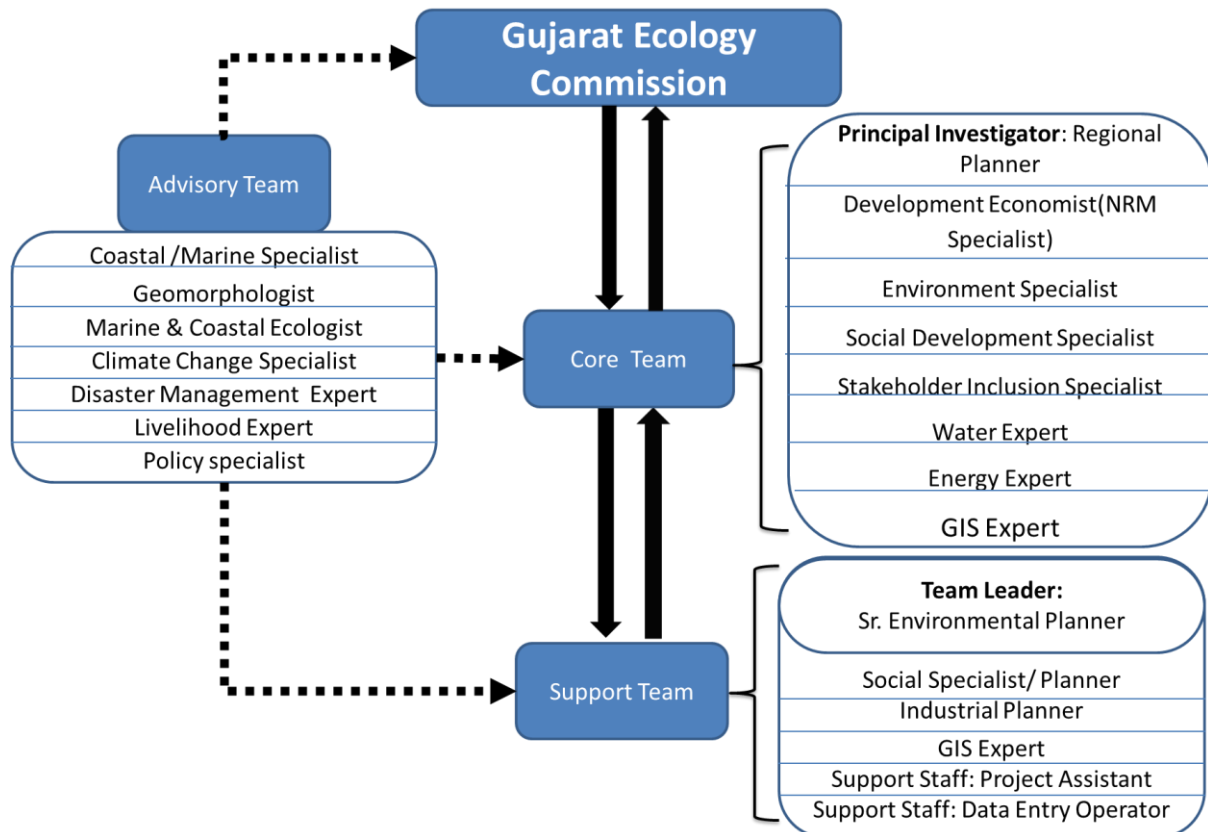
1. The overall objective of the ICZM Project is to assist the Government of India and selected States (Gujarat, Odisha, West Bengal) in developing and implementing an improved strategic management approach for India's coastal zones to preserve the long-term productivity of this highly-populated region for continued sustainable development and economic growth. The pilot initiatives under ICZMP are being implemented in Gujarat, Odisha and West Bengal. The objective of the project will be achieved through a combination of targeted capacity building interventions and demonstrative investments that would enhance the implementation capacity of responsible agencies. The project promotes an integrated approach for coastal zone management which builds on the findings and recommendations of the Swaminathan Committee Report and on a framework of multi-sectoral and multi-disciplinary involvement.
2. The project will support preparation of ICZM plans for proposed stretches in the states in the selected states. In the process of preparation of such plans, the expectation is to build capacity of the State and the stakeholders such that they will prepare the ICZM plans for the other stretches. Further agreements are as follows:
 - a. The ICZM plan preparation will be a process of regular stakeholder dialogue, where the government creates a platform for all stakeholders to voice their concern and engage in integrated decision making. The stakeholder dialogue will be supported by technical and data inputs.
 - b. International experiences suggest that it is important to use natural, and not administrative, boundaries as the boundary of coastal zone plans. The landward boundary of the coastal zone plans will be dependent on the hazard line (to be delineated under the national component), and the longitudinal boundary will be the coastal sediment cell.
 - c. At the initial stage of plan preparation, a stakeholder analysis will be carried out based on a socio-economic profile of the population and sub groups, who are dependent on the coastal zone with varying needs and absorptive capacities. The identified stakeholder groups will participate through the process of planning.
 - d. Specific studies, if such information/analyses is not already available, by specialized consultants will be undertaken to understand the natural coastal and marine processes, resource endowments, potential coastal hazards and risks to coastal communities, assessment of the current and cumulative pressures on the coastal and marine resources, and valuation of the traditional and current resource use and dependence among the stakeholders.
 - e. Stakeholder analyses and consultations will be used to identify stakeholder's requirements, priorities, concern and conflicts, development risks and opportunities.
 - f. The plan process will undertake a detailed analysis of legal and institutional issues related to ICZM plan including resource development, regional planning, social equity and environmental protection.

- g. Stakeholder agreements on ICZM plan strategy will also be widely disseminated. Based on the strategy accepted by all stakeholder groups, an ICZM plan will be prepared.
 - h. It is expected that the ICZM plan will have the character of a regional plan or a structure plan (and not a master plan or area development action plan) with a 20-30 year horizon.
 - i. The content of the plan will depend upon stakeholder agreements, subject to the limitation that any plan proposal will not affect directly or indirectly the ESAs (as determined by the ESA mapping under the national component), or violate the guiding principles set out in the Swaminathan Committee Report, 2006 and all other state and union government policies on sustainable development.
 - j. The ICZM plan will include the implementation arrangements, M&E and plan review mechanisms, detailed proposals for financing implementation of the ICZM plan including resource generation by implementation of the plan itself, and all relevant social and environmental mitigation measures (with financing plan and conditionality on the impact inducing activity).
3. In Gujarat, Gujarat Ecology Commission (GEC) has been acting as State Project Management Unit to implement the ICZM Project along the Gulf of Kachchh. One of the mandates of the State Project Management Unit (SPMU) aims to develop and implement an integrated management approach for the coastal zones of Gulf of Kachchh to preserve long term productivity of this highly populated region for sustainable development and economic growth through ICZM Project. The project includes effective strategic planning; stakeholder and public participation; conservation of the coastal resources; development of geo-spatial information system and sustainable capital investments. One of the key outcomes of ICZM Project is the ICZM plan for the Gulf of Kachchh in Gujarat.

Objectives of the assignment

1. To support the Gujarat SPMU in the process of preparation of the ICZM Plan for the Gulf of Kachchh in consultation with various stakeholders
2. To discuss various ICZM methodologies and development of suitable methodology for the plan preparation
3. To create an outline for preparation of ICZM Plan
4. To assist SPMU in collaboration with various agencies and stakeholders to create linkages for the planning & preparation of ICZM Plan.
5. To assist the SPMU in identifying specialized expert studies that will be required (if the relevant information, data and analyses mandatory for the ICZM planning process is not already available with the state government and other secondary sources of information); and support SPMU in managing such specific expert study such that the expert inputs are available in a timely manner to be used in the ICZM planning process.
6. Prepare a draft ICZM Plan by **August 2015**.

Proposed Structure of the Support Agency



The Support agency will have a Core team, consisting of relevant experts who are having sectoral experience in Natural Resource Management, Environmental Planning, Social Development, stakeholder involvement & Industrial Area Development and an Advisory team who shall participate in the process on invitation. The Advisory team shall be appointed by the Core team in consultation with SPMU and may be invited as and when required by either the Core team or the SPMU. The Core team will be responsible for formulating, supervising the plan formulation and testing. The Support Team, appointed by the core team itself shall conduct the research and planning under its guidance. The Advisory team shall consist of sectoral/subject experts like Sr. Planner, Environment consultants, Oceanographers and Scientist who shall visit/contribute as and when required to provide special feedback.

Scope of the assignment

The preparation of an ICZM Plan is a complex multi-step exercise that can be described as process-driven – to ensure inclusiveness from all points of view. This process begins with the understanding that the various activities and resources of the coast under consideration need to be managed in a coordinated manner to ensure sustainability. The ToR comprises of the following three phases that essential for the sequential preparation of ICZM Plan in a systematic manner:

1. Inception
2. Strategic Planning
3. Plan Integration

The agency supported by above stated proposed structure should supervise and guide and finally formulate the draft ICZM Plan for Gulf of Kachchh in consultation with GEC/SPMU.

It is also envisaged that the support agency will assist Gujarat SPMU till the final draft ICZM plan prepared. The major scope of the work under this assignment for support agency is listed out below.

1. Inception Stage

1.1 The inception phase forms the basic foundation to advances with an ICZM Programme. This phase has the following two major & important activities:

- Identification of coastal issues and stakeholders &
- Formulate goals, objectives and define the plan boundary

1.2 It is expected that the consultant shall organise various consultation process, study existing literatures to develop the understanding about the science, complexity, of the coastal zone for the Gulf of Kachchh.

1.3 Based on above understanding and consultation process the consultant shall determine pressures and issues pertaining to the Gulf of Kachchh coastline.

1.4 It is expected that consultant shall prioritize the issue identified through following above stated process in 1 to 10 scales. Issues pertaining to Gulf of Kachchh shall be determined considering current as well future pressures.

1.5 The consultant shall need to formulate and determined the study area boundaries [ecological or administrative] beyond the plan boundaries (defined by hazard line and sediment cell boundaries) through suitable regional planning techniques and consultation process. The Plan and study area boundaries shall need to be determined by considering overall framework of ICZM Project as well as need of the State. The plan boundaries requires to be passes through the well thought process as well as due consultation with all stakeholders.

1.6 It is also expected that the consultant shall advise State Project Management Unit [SPMU] in identification of various knowledge gaps to determine the issues connected with ICZM plan. Consultant shall also identify needs of various special studies in case if it is requires to determine the issues or plan boundaries.

1.9 It is expected that the consultant shall advise SPMU on inclusion or deletion of the area by considering their ecological and economical importance. However, it is expected that the consultant shall provide due justification for inclusion or deletion on any area during the Fixation of plan boundary.

2. Strategic Planning Stage

The consultant shall create or assist SPMU to generate following knowledge creation to formulate ICZM Plan for Gulf of Kachchh.

2.1 Appraisal of baseline data already available: The Agency will collect the baselines require for preparation of ICZM Plan with focus on resources and livelihoods such as demographic status, fisheries status, administrative information, geohydrology & geomorphology of selected stretch, biological resources (mangroves, corals etc.), water resources, energy, waste disposal [industrial and domestics] etc. that are available already from various government departments and agencies. Based on all available data, Agency will determine the need of additional baseline data to be collected. The database development is not limited as cited about but consultant is free to add other data which are the essential in the plan preparation.

2.2 Preparation of Coastal Profile of Selected Stretch: The above collected information may require to be strengthened through some of the primary observation as well as studies/research. Of particular interest will be the customary and traditional rights of people. Once the consultant and SPMU agree on the information collected and processed it is expected that the consultant shall prepare detail coastal profile of the selected stretch.

2.3 Appraisal of the Sectoral plan/Non-sectoral plans, Government Programs already underway: One of the prime requirements to prepare an ICZM Plan is the identifications of the existing plan regimes [traditional, indigenous, ecological, administrative, regional, community] this includes collection of various information through analysis of various available sectoral/non-sectoral plans; administrative boundaries, zonation etc. Consultant is expected to carry out comprehensive analysis to determine the existing management regimes by considering above. In addition to above, consultant will also collect information on the Central and State Government Programs where activities are already being implemented in the GoK area. Agency will meet and discuss with government officials responsible for implementing and guiding these programs, and will seek and document their views on augmentation, expansion and/or improvement of the said programs as far as the project area is concerned.

2.4 Preparation of a comprehensive Base Map for the area: The above collected information needs to integrate in the GIS/RS environment therefore it is expected that the consultant will create a comprehensive base maps of the selected stretches, in collaboration with BISAG in to 1:4000 scale. BISAG is a Pilot Executing Agency (PEA) under the ICZM Project, and have the base GIS already.

2.5 Specialised Studies: Consultant shall advise SPMU to carry out special studies to fulfil the knowledge gaps as well as to develop various knowledge benchmarks. Consultant shall also need to formulate the scope of the works for the various studies to be recommended by them to SPMU or any specialised studies, SPMU envisages carrying out during the course of plan preparation.

2.6 Stakeholder Engagement: Agency will identify all relevant stakeholders in consultation with the SPMU. Each of the identified stakeholders will be interviewed (either in individual meetings or in group meetings organized by the Agency) to prepare a list of initial plan proposals recommended by stakeholders.

2.7 Development of sub-plans: The Agency will collaborate with SPMU and other consultants/institutes/agencies/departments for preparation of Sub-plans for example: Shoreline Management Plan, Environmental Management Plan, Monitoring and Evaluation Plan, Land use Plan, Design and implementation plan, study of regulations and legal issues, Design & Implementation of database and GIS, Public participation plans, Security and Political studies etc. The Agency will prepare a list of such and any other scientific studies that are to be conducted and state how these may be developed with financial, technical feasibility and timeline. It will assist the SPMU in conducting the listed studies, procuring consultants if required, reviewing and integrating the prepared sub-plans.

2.8 Stakeholder consultation on the sub-plans: Agency will prepare brief position papers for each of the above sub-plans, and organize stakeholder consultation sessions and workshops. The Comprehensive Base Map and the Brief sub-plans will be presented to the stakeholders. Agenda of the workshops will be agreed in advance with these important stakeholders. A separate report will be prepared describing the suggestions and their incorporation in the final position papers by the Agency.

2.9 In addition to above consultant shall need to assist the Gujarat SPMU in all activities related to the preparation of the ICZM Plan as per following: Identification of Ecological Sensitive Areas [ESAs], Protected Areas, Coastal regulation zone, community reserves, priority action area, economically important areas etc.

3. Plan Integration Stage:

Based on the strategic planning as well as various developed sub plans consultant is expected to create an integrated plan which will have single holistic approach to cater needs of all the stakeholders on sustainable development principle. This includes suggesting appropriate institutional mechanism to implement the ICZM Plan also.

Deliverables & time schedule

Sr.No	Deliverables	Time Frame
1.	Inception Report: This includes mobilisation of team, understanding on the scope of works, Plan of action, preliminary outline of plan	Within one month from the signing of agreement
2.	First Progress Report: This includes Identification & Prioritize Issues pertaining to selected stretch, data base creation, baseline maps in GIS & RS environment	Within four months from the signing of agreement
3.	Second Progress Report: This includes draft outline & conceptualisation of ICZM Plan, various sub plans etc.	Within Six Months from the signing of agreement
4.	ICZM Plan final Outline and conceptualisation based on various consultation process	Within 12 Months from the signing of agreement
5	All ICZM Sub-Plans including stakeholder agreements	Within 15 months from the signing of agreement
6.	Final Draft ICZM Plan [After testing] and including evidences of stakeholder agreements	Within 18 Months from the signing of agreement.

Key Staff/Professionals Required

The consultant shall provide constant support to GEC as and when required to accomplish the objectives of this work. To achieve the same, following is the list workforce required with the consultant:

Core Team*

	Positions	Qualification and Experience	No	Man/ Month
1	Sr. Team Leader (Nodal Person):	Masters or higher degree in Planning with Min. 20 years of post-qualification experience in management of multi-disciplinary projects related to Regional and Environmental planning.	1	6
2	Development Economist	PhD with more than 15 years of post-qualification experience in Natural Resource Management and allied sectors	1	4
3	Environmental specialist	Masters in Environmental Planning and Environmental engineering with more than 10 years of post-qualification experience in relevant sectors	1	6
4	Social Development Specialist	Masters or higher degree in Social Sciences with more than 15 years of post-qualification experience in relevant sectors	1	4
5	Stakeholder Inclusion Specialist	PhD/Post graduate in Social Sciences with more than 12 years of post-qualification experience in relevant sectors	1	6
6	Water Expert	PhD in relevant subjects with more than 10 years of post-qualification experience in relevant sectors	1	3
7	Energy Expert	PhD in relevant subjects with more than 10 years of post-qualification experience in relevant sectors	1	3
8	GIS Expert	PhD in GIS/RS with minimum 10 years of post-qualification experience in relevant sectors	1	9

**Note: At least seven experts including the team leader should be full time employee of the Organization.*

Support Team

Sr. No.	Positions	Qualification / Experience	No.	Man/ Month
1	Team Leader: Sr. Environmental Planner (Nodal officer)	Masters or higher degree in Urban /Regional/Environmental Planning with Min. 5 years of post-qualification experience in management of multi-disciplinary projects.	1	12
2	Social Specialist OR Rural /Environmental/Urban/ Industrial Area Planner	Masters or higher degree in Social Sciences with Min. 3 years of post-qualification experience OR Masters or higher degree in Rural /Environmental/Urban/ Industrial Area Planner Planning with Min. 3 years of post-qualification experience in relevant subjects.	1	12
3	Environmental Scientist	Masters degree in Environmental Sciences with post-qualification experience in relevant sectors.	1	12
4	Support Staff - GIS Analyst	Masters in Geomatics with Min. 3 years of post-qualification experience in the field of RS and GIS	1	12
5	Support Staff - Project Assistant	Bachelors or higher degree in Architecture/ Social science/ Geography / Environmental Science with Min. 3 years of post-qualification experience	1	12
6	Support Staff / Data Entry Operator	Graduate in any discipline with knowledge and fluency in softwares like MS Office, etc. And a good typing speed	1	12

Advisory Team

1	Coastal Specialist	PhD/Masters degree in Marine sciences/ coastal engineering and related subjects with minimum 15 to 20 years' experience of coastal related projects	1	4
2	Geomorphologist	PhD in Coastal geomorphology with minimum 15 years' post-qualification experience in relevant sectors	1	4
3	Marine & Coastal Ecologist	PhD in Marine & or Coastal ecology with 15 years of post-qualification experience in relevant areas.	1	4
4	Climate Change Specialist	PhD/Masters in climate Change with Min. 10 years of post-qualification experience in Climate change mitigation practices and policy advocacy	1	2
5	Disaster Management Expert	PhD/Master's degree in Disaster Management with Min. 10 years of post-qualification experience in relevant fields	1	4
6	Livelihood Expert	PhD/Masters degree in Social Sciences with Min. 10 years of post-qualification experience in Livelihood Planning	1	4
7	Policy specialist	PhD/Masters degree in development related subjects with min 10 years' post-qualification experience in Policy analysis/advocacy/formulation in government sector.		4

The above team may be invited as and when required to support the Support teams on issues concerning their expertise. They may also be a part of the review committee responsible for finalization of draft deliverables.

Review Committee

A review Committee may be constituted for finalisation and approval of deliverables. This may consist of the Project Director, ICZMP; Additional Project Director, ICZMP, Sr. Manager Projects and one or more members of the Advisory Committee, Director (Environment), F&E Department and any other member of the State Government of Gujarat.

Client Obligations:

The client will provide the available information as listed below

Secondary data [available with client],

Latest information on Hazard line mapping, shoreline mapping, aerial photography etc. by Sol PRA reports

Baseline studies available with clients