 TERMS OF REFERENCE FOR INSTITUTIONAL CONTRACT/INDIVIDUAL CONTRACT

**Title:** Consultancy to conduct a climate, energy, and environment landscape analysis for children in South Africa

**Location:** South Africa

**Duration:** Six months

**Background and Justification**

Climate change, energy access and environmental degradation are equity issues, with children and young people often being the most vulnerable and affected. Addressing climate change, energy access and environmental degradation is therefore vital for building a more sustainable future for children. In addition, it is imperative that we integrate these actions with our efforts to achieve the SDGs and our humanitarian responses.

There are major implications of climate change, lack of energy access and environmental degradation for children and UNICEF has strong potential to strengthen the response to these issues. Each of the core sectors that UNICEF has been engaging in, namely health, nutrition, HIV, water and sanitation, child protection, social inclusion, and education, is affected in some way by climate change and/or environmental degradation. Fortunately, each stream of UNICEF’s work also presents opportunities to take action (i.e., climate, energy and/or the environment action) in order to deliver more sustainable results.

UNICEF has made a systematic effort to step up its work on climate, environment and sustainable energy for children. The organization has issued an Executive Directive on integrating a climate, sustainable energy and environment focus into country programming, and established environmental issues as a core pillar of its 2022-2025 Strategic Plan (Goal Area 4 – Safe and Clean Environment) including commitment to work on climate change under the Common Chapter with other UN agencies.

South Africa is recognized as vulnerable to climate change impacts, ranked 92 out of 181 countries in the 2020 ND-GAIN Index.¹ South Africa’s key economic sectors are highly vulnerable to climate variability and change, with climate change impacts already being experienced across the country. Water scarcity and drought conditions are expected to increase the risks of food insecurity, and may exacerbate conflict situations over scarce resources, potentially forcing additional population displacement. Sea level rise will also impact much of the country’s coast.² As urbanization rates grow, so do the challenges facing municipalities in terms of providing critical lifeline basic services and related infrastructure. These challenges are compounded by climate stressors, such as floods and droughts, which put additional pressure on basic service delivery and finances.³ Environmental degradation, altered quality and quantity of available water resources, and loss of

---

¹ World Bank. Climate risk country profile-South Africa [15932-WB_South_Africa_Country_Profile-WEB_0.pdf](worldbank.org)
biodiversity and ecosystem services constitute serious obstacles to the country’s continued development and poverty reduction efforts, increasing vulnerability, including impact on child health and development.

UNICEF South Africa jointly with UNEP are planning to conduct a Climate Landscape Analysis for Children (CLAC) through partnership with UNEP and other UN agencies, Universities, and civil society organizations, examining the baseline situation of climate, energy and environment-related issues affecting children and how they relate to UNICEF’s priorities. The report will provide stakeholders insights, government policies overview and review of relevant CCE programmes in South Africa. It will also provide recommendations on how UNICEF South Africa could further incorporate and strengthen climate, energy, and environment-related actions into the current country programme.

UNICEF South Africa therefore seeks an institutional contractor to support the development of the CLAC for South Africa, in line with UNICEF guidance.

Scope of Work

Project Aim

The incumbent will lead the production of a CLAC for South Africa and provide direction and recommendations on how to improve inclusion of climate, energy, and environment (CEE) actions into country office (CO) programming.

The Incumbent will be responsible for collecting, compiling, and reviewing key resources (web-based), gathering in-country information, and undertaking a key-stakeholder analysis. In addition, the incumbent will work closely with CO management and technical staff in relevant sections within the CO to identify and develop programming options and recommendations for the successful integration of CEE actions into the country programme cycle. If needed, the incumbent will liaise with the climate, energy, and environment team in Regional Office and/or HQ/NY for support, feedback, and coordination.

Given the aim of the project outlined above, the institutional contract will develop study questions during the inception period which will be agreed with UNICEF South Africa during the inception meeting. However, the following key questions should be considered by the consultant:

Background Data/Information
- What are the main Climate, Energy and Environment (CEE) issues affecting South Africa?
- What are the government priorities on CEE?
- What are the ongoing initiatives on CEE?
- Who are the main actors?

Children needs and CEE issues
- How do the issues identified above affect children?
- What issues from these are major for growth and safety of children?
- Do government strategies/priorities on CEE take into account children’s needs?
- Do sector strategies incorporate CEE issues?
- Do ongoing initiatives in CEE benefit children?
- What are the gaps?

UNICEF Country Programme and CEE
- How do the issues identified, affect planned UNICEF South Africa initiatives?

• How can UNICEF and partners support inclusion of children’s needs in government strategies/priorities/commitments on CEE?
• How can UNICEF and partners address gaps in CEE programming to benefit children?

Expected results:

1) Output 1: Generate a status quo baseline CEE report for children in South Africa and comparison with other countries where these CLAC studies have been commissioned:

• **Activity 1.1: Adapt and develop a generic template for the Climate, Energy and Environment Landscape Analysis for Children (CEELAC) reports, tailored to UNICEF South Africa’s needs**
  - Review example reports from other country offices and the global guidance materials.
  - Propose changes needed to accommodate the national context and CO priorities.
  - Develop a method for the CEELAC in the country.

• **Activity 1.2: Desk review and provide CEE baseline for children**
  - Conduct a desk review of the CEE issues (including projected changes), stakeholders and policies in the country.
  - Provide a brief synthesis of the above, and general implications for the country’s sustainable development, with a focus on issues as they relate to UNICEF’s mandate.
  - Review key policy documents related to climate, energy and environment and UNICEF’s corporate priorities with a view of assessing child-rights and CEE linkages.
  - Compile and evaluate list of recent and on-going and planned CEE activities in the country i.e., programmes, strategies etc.
  - Identify knowledge and information gaps in CEE for children.
  - Collect, incorporate, and triangulate comments from all stakeholders with reference materials from the desk review.
  - Analyse CEE interventions for relevance to UNICEF programming, including identifying direct threats to current program activities.
  - Collect information and reports from different sections in UNICEF South Africa country office about the office’s work and linkages to climate, energy, and environment.
  - Collect available information and reports from development partners.
  - Identify and collect data and information gaps related to children, environment.

• **Activity 2.3: Conduct interviews & meetings with key stakeholders in the area of CEE and child rights**
  - Conduct interviews with UNICEF sections, external partners and stakeholders on CEE issues affecting children and gather input on innovative approaches to deal with identified issues as adaptation measures require a lot of innovation – more over in the context of children.
  - Consultations with children and young people on CEE issues affecting them gather input on innovative approaches to deal with identified issues as adaptation measures require a lot of innovation – more over in the context of children.
  - Provide an overview of the child-CEE nexus, including analysis of implications for UNICEF sectors (i.e., Health, WASH, Child Protection, Nutrition).
  - Identify partnership and funding opportunities to support UNICEF program recommendations
  - With reference to climate finance mechanisms, bilateral funding and/ or Government budgets, identify funding opportunities to support CEE-child nexus activities.
  - Identify appropriate CEE-child rights linkages and evaluate relevance for potential UNICEF programming options and identify new CEE-Child nexus issues/ themes for CO consideration.
- Prepare and present a summary presentation of findings for CO and relevant Government and development partners.

2) Output 2: Identify priority entry points for UNICEF engagement and programming of CEE
   • Activity 2.1: In close collaboration with UNICEF South Africa office staff, identify and evaluate potential entry points for UNICEF engagement with CEE
     - With CO sections and Management, develop and define priority areas for UNICEF engagement
     - Propose options for prioritization of issues and entry points and facilitate the decision-making process.
     - In coordination with the Planning, Monitoring, Reporting and Evaluation (PMRE) section, support the integration of CEE in the CO’s programming cycle 2020 to 2025.

3) Output 3: To provide UNICEF South Africa with recommendations and identification of actionable opportunities to integrate climate, environment, and energy development issues across UNICEF programmes and partnerships.

4) Output 4: To develop a print ready document of CEE/LAC for South Africa and a document to submit to the white paper for science and innovation (STI) linking to Presidential Climate Commission recommendation report.

Ethical considerations:
1. Potential consultant will need to agree to meet the standards set in the UNICEF Procedure for Ethical Standards in Research, Evaluation, Data Collection and Analysis.
2. Ethical review will be undertaken if necessary. However, the study does not envision analysis of personalized data of children.

<table>
<thead>
<tr>
<th>Deliverables</th>
<th>Timeline</th>
<th>Payment Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inception phase-- Inception Report with a Stakeholder Interview and Consultation Plan</td>
<td>2 months</td>
<td>30%</td>
</tr>
<tr>
<td>1. Develop a work plan with the following components:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• A chronogram/Gantt Chart of key consultancy milestones.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• A Stakeholder Interview and Consultation Plan (with national stakeholders and UNICEF staff), with a proposed schedule for consultations and a draft list of discussion topics.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• A catalogue of primary and secondary data and sources required for the study.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• A list of documentation required from UNICEF South Africa - Inception Report with a Stakeholder Interview and Consultation Plan.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Other necessary components to ensure completion of the CLAC.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Develop a draft outline of CLAC with key elements envisaged for each report chapter.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Develop an inception report</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Conduct a desk review of key documents, existing policies and data</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Identify gaps in the existing analysis, summarize and highlight primary data to be collected.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• c. Update the work plan drafted in the first Inception Phase integrating UNICEF feedback on the work plan.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The assignment will be carried out by a multi-disciplinary team of experts all to be recruited by an institutional contractor, who should have substantive expertise in leading and conducting similar research and should not have any conflict of interest with respect to UNICEF.

The institutional contractor should:

Be a strategic research institution or a think-tank with proven track record of in-depth analyses, programme and policy development support in climate change, environmental management, environmental economics, and preferably, their linkage to the realisation of human and child rights, including environmental health and child poverty

Bidders should put forward a team of experts offering, between them, the following skills and qualifications.

**Qualifications and Experience**

- Advanced university degree in geography, environmental science, natural resource management, meteorology, social and economic development, or related areas.
- Team Leader should possess 7-10 years of demonstrated experience and skills in research and advisory related to environment and climate policies (international and national); expertise and experience in adaptation policy is highly preferred.
- Team Member should possess 5-10 years of demonstrated experience and skills in research and advisory related to environment and climate policies (international and national).
Overall, the team of experts should possess:

- Demonstrated experience and skills in research and advisory, data analysis and policy drafting, related to climate change, energy and environment and knowledge of the South Africa context, particularly the context of children in the country.
- Understanding of the South Africa context in relation to climate change is an asset.
- Demonstrated skills and expertise in child rights associated with UNICEF’s sectoral priorities: nutrition, water, sanitation and hygiene (WASH), health, education, child protection and social policy.
- Knowledge of gender equality and rights of people with disability are desired. Knowledge of the Convention on the Rights of the Child (CRC), the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), the Convention on the Rights of Persons with Disabilities (CRPD), and the child-focused Sustainable Development Goals.
- Demonstrable experience of working with South Africa government departments and agencies (sub-national agencies an advantage).
- Excellent written and verbal communication of research in English.

Documented experience needs to be at international level with relevant work on global and South Africa contexts, with experience relates to South Africa climate policy. The institution should locate in South Africa or be able to operate in South Africa in accordance with the prevailing regulations. - Comprise at least one team member based in South Africa.

Have strong internet connection to perform correspondence and organize conference calls/webinars to perform the assignment on a home-based arrangement.

Regularly report the progress of work to UNICEF through meetings, conference calls and emails as required.

The consortium team of experts put forward by the applying institutions should possess experts with:

- Collaborative relationships with national and international academia.
- A positive track record with UN and development agencies in providing consultancy for programme-inform report writing and development.

The assignment is to be completed on a home-based basis with stakeholder consultations organized through face to face or video conferences.

Administrative issues

Informal weekly updates on the project, formal monthly meetings to provide updates and data provided monthly.

Conditions

As per UNICEF DFAM policy, payment is made against approved deliverables. No advance payment is allowed unless in exceptional circumstances against bank guarantee, subject to a maximum of 30 per cent of the total contract value in cases where advance purchases, for example for supplies or travel, may be necessary.

The contract will be governed by and subject to UNICEF’s General Terms and Conditions for institutional contracts.
## Technical Evaluation Criteria and Relative Points

<table>
<thead>
<tr>
<th>Technical Criteria</th>
<th>Description of Technical Sub-criteria</th>
<th>Maximum Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall Response</td>
<td>Completeness of response</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>Overall concord between RFP requirements and proposal</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td><strong>Maximum Points</strong></td>
<td>30</td>
</tr>
<tr>
<td>Institution &amp; Key Personnel</td>
<td>Range and depth of experience with similar projects</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Key personnel to be assigned: relevant qualifications &amp; experience</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td><strong>Maximum Points</strong></td>
<td>10</td>
</tr>
<tr>
<td>Proposed Methodology and Approach</td>
<td>Proposed Methodology for this project</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>Proposed Work Plan to accomplish the Project</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td><strong>Maximum Points</strong></td>
<td>60</td>
</tr>
</tbody>
</table>

**Total Score for Technical Proposal**: 100

**Minimum Acceptable Score for Technical Proposal**: 70

**Weights**: Indicate 70 % Technical vs. 30% Financial Offer