



Draft Terms of Reference

Consultancy Service to Conduct a Regional Capacity and Training Needs Assessments (CTNA) for the Benguela Current Convention

1. About the Benguela Current Convention

The BCC was established in January 2007 through the signing of an Interim Agreement by Angola, Namibia and South Africa. On 18 March 2013, the three governments signed a ground-breaking environmental treaty, that entrenches the Benguela Current Convention (BCC) as a permanent inter-governmental organisation. The BCC is the first inter-governmental Convention in the world to be based on the Large Marine Ecosystem (LME) concept of ocean governance – a move towards managing transboundary resources at the larger ecosystem level (rather than at the national level) and balancing human needs with conservation imperatives.

The BCC is governed through the Ministerial Conference with its strategic and operational activities driven by the Commission, and has three permanent advisory committees: The Ecosystem Advisory Committee (EAC) comprises senior, multi-disciplinary experts providing the Commission with the best scientific, legal and socio-economic advice and management recommendations based on best available relevant information, as generated and presented by various technical working groups; the Finance and Administration Committee (FAC) has the mandate to provide oversight over the secretariat's audit and financial control functions to ensure good corporate governance and also provides independent assurance and support to the Commission and the Secretariat by evaluating the Secretariat's risks, control and compliance framework, and its external accountability responsibilities; the Compliance Committee is mandated to provide the Commission with information, advice and recommendations on the implementation of, and compliance with, the measures adopted to give effect to the objectives of the Convention. The Secretariat, based in Swakopmund, is entrusted by the Parties to coordinate and provide support to all the BCC structures by facilitating the execution of their functions; coordinate programmes; mobilise resources; and establish partnerships with relevant organisations. The coordination by the Secretariat is guided by the signed Strategic Action Programme (SAP, 2015 – 2019) for the implementation of BCC activities.

The Commission directed the Ecosystem Advisory Committee (EAC) to conduct capacity and training needs assessment in the BCLME region for ecosystem-based management, that would also include the development of appropriate capacity development strategies and platforms. Furthermore, the



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assessment will provide the Parties and the BCC with information to guide training interventions. The CTNAs will identify capacity and training requirements related to all the eight thematic areas covered in the SAP. These thematic areas are; living marine resources, non-living marine resources, productivity and environmental variability, pollution, biodiversity and ecosystem health, human dimensions, enhance the economic development potential, and governance. The CTNA will be funded by the BCC project, titled Improving Ocean Governance in the BCLME (BCLME III Project). Recommendations from the CTNA will be implemented through the BCC Training and Capacity Development Programme.

2. BCC Training and Capacity Development (TCD) Programme

The overall goal of the BCC TCD Programme is to ensure optimal and sustainable utilization of the resources of the Benguela Current Large Marine Ecosystem (BCLME) while restoring, maintaining and conserving the ecological integrity of the system. In contributing to the goal, the objectives of the TCD programme are: i) to provide the prioritized training and capacity building (TCB) in the region through a dedicated TCB programme with dedicated funding (ii) to improve knowledge and skills of managers, scientists and technical staff from member states to allow for successful implementation of an ecosystem-based management and prudent ocean governance. BCC has recognized the need for continuous training, capacity and skills development of personnel within marine institutions beyond their initial qualifications in order to deliver on its mandate.

3. Objective of this consultancy

The objective of this consultancy is to conduct a Capacity and Training Needs Assessments (CTNAs) in the BCLME region (Angola, Namibia and South Africa) and develop a Capacity and Training Programme for the Benguela Current Convention (BCC).

4. Rationale

The BCC has conducted Training Needs Assessments (TNAs) in the past. The first training and capacity needs assessment for the BCLME was conducted in 2003 under the BCLME I Programme. That study represents an initial assessment of human capacity, training and infrastructure available



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within the three countries bordering the BCLME. The focus was primarily on assessing existing capacity and gaps within each of the countries to fulfil their national obligations under the five priority action areas comprising the BCLME programme - Sustainable Management and Utilisation of Living Marine Resources, Assessment of Environmental Variability, Ecosystem Impacts and Improvement of Predictability, Management of Mining and Drilling Activities, Management of Pollution, and Maintenance of Ecosystem Health and Protection of Biological Diversity.

During 2009, the BCC Secretariat convened national workshops and a regional workshop to re-prioritise training and capacity building needs based on available funds. Prioritised courses included data management, GIS, acoustics, remote sensing, time series analysis, pollution monitoring and English language.

The two previous studies were done ten years or more ago, and priorities have changed. Emerging environmental issues such as climate change, ocean acidification and micro-plastics were not considered amongst the priorities at the time. Accelerated economic development through blue growth has added environmental stress. Further, not all the marine sectors were fully consulted during the previous needs assessments. In addition, both the Convention and the SAP were not in place. The BCC is now a fully-fledged multi sectorial entity, covering all key sectors of the ocean. Hence, all the line ministries and departments are required to be fully involved in the development of the new multi-sectorial TCD program that would contribute to the successful implementation of the BCC's ambitious ecosystem-based management.

5. Scope of Work

The Service Provider is expected, *inter alia* to:

- a) Compile a list of institutions¹ involved in research, training, resource management, monitoring and/or compliance with respect to multi-sectoral ocean governance in the BCLME region;
- b) Obtain data on numbers of personnel employed within or based at each of these institutions broken down in terms of their line function (research, training, management, or compliance) and area of responsibility and/or expertise relevant to BCC SAP thematic areas;

¹ National and academic institutions/departments that are involved in marine research, training and resource management.



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- c) Collect data on educational and training qualifications, and years of work experience for personnel within each institution in (1) above and summarise in terms of categories identified in (2) above;
- d) Establish if the academic institutions in the region are producing the needed qualified graduates;
- e) Identify gaps and weaknesses in existing capacity of BCC national institutions;
- f) Identify requirements and opportunities for training and capacity development;
- g) Using information from a-f, develop a Capacity Development and Training Programme covering the four BCC sectors, for the next five years (2020-2025);
- h) Produce a report including a-g above together with the recommendations;
- i) Present the report and its recommendations to the Training and Capacity Development Working Group.

6. Timelines, Expected Outputs/deliverables

The output / deliverables of this assignment are:

Timeline	Expected output/deliverable
September 2018	Contract issued
October 2018	Inception Report
January 2019	Feedback from consultation meetings
February 2019	First draft report on CTNA and Training Programme
March 2019	Validation Workshop
March 2019	Final CTNA and Training Programme delivered

7. Reporting

The Service Provider will report to the Manager: Training and Capacity Development of the BCC.

8. Qualifying requirements for the Consulting Firm

8.1 Eligibility

The ideal Consultant should be a registered firm with proven experience in capacity development and training as well as a track record of at least 10 years. Preference will be given to a firm / consortia registered in any of the BCC member state and gender equity is at the forefront of the recruitment process.



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8.2 Team Composition

The consulting team will consist of a team leader and no less than one member/expert from each of the three BCC Parties. The team leader will be overall responsible for the delivery of the outputs. He/she will coordinate activities of the assignment to ensure consistency, alignments and quality. The national experts will facilitate activities at national level.

8.3 Qualifications of Team Leader

The Team Leader will possess expertise in, at minimum, the following:

- A minimum of Master's degree in relevant field;
- At least 10 years of relevant experience in similar assignments;
- General knowledge of the BCLME would be an added advantage;
- Demonstrated, successful experience in working collaboratively with a broad array of stakeholders;
- Ability to communicate clearly in English in speaking and writing is essential;
- Working knowledge of Portuguese would be highly advantageous.

8.4 Qualifications of National experts

The National Expert will possess expertise in, at minimum, the following:

- A relevant Honours 's Degree
- At least 5 years of relevant working experience in the relevant field;
- Knowledge of national level policy, legal and institutional framework;
- Working experience in the BCLME is considered a strong asset;
- Demonstrated ability to facilitate processes and to work with a broad array of stakeholders;
- Excellent English speaking and writing skills with working knowledge of Portuguese highly advantageous for South Africa and Namibia whereas in Angola excellent Portuguese skills are a requisite with working knowledge of English



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9. Submission of proposals/bids

The Proposal shall comprise the following documents in both hard copy and in electronic copy (flash disk in rich text format):

- a) Technical Component (six copies)
- b) Price Component (six copies)

Both Technical and Price components must be in separate envelopes. The Proposal shall be sealed in one outer and two inner envelopes, as detailed below:

The outer envelope shall be addressed and posted or couriered to:

Ms Monica Thomas, Manager: Training and Capacity Development

Secretariat of the Benguela Current Convention

1 Strand Street, Swakopmund

Private Bag 5031, Swakopmund

Benguela Current Convention Secretariat

Swakopmund,

Both inside envelopes shall indicate your firm's / consultant name and address. The first inner envelope shall be marked Technical Proposal and contain the Technical Component of your proposal (both hard copy and electronic versions). The second inner envelope shall be marked Financial Component and include your Price Component" (both hard copy and electronic versions).

Closing Date: 28 September 2018

The BCC may decide to reserve the right to annul the tendering process and not award the contracts.