## Term of Reference

## Procurement of Consultancy Services in the Preparation of Action Plans for Priority Sectors of Low Carbon Programs in the RPJMN (2025-2029)

## For Low Carbon Development Initiative

#### **Background**

The Foreign, Commonwealth, and Development Office of the UK Government (FCDO) in collaboration with the Development and Planning Ministry (Bappenas) and the Government of Indonesia, have developed a partnership agreement in the Low Carbon Development Initiative (LCDI) since 2017. The first phase of LCDI was implemented in 2017-2021. Currently, the programme has entered LCDI Phase 2 (LCDI2) for four years. The LCDI Phase 1 focused on the preparation and implementation of the first national low-carbon development plan for Indonesia. One of the major milestones in LCDI Phase 1 is the Government of Indonesia launched a UK-funded report called “*Low Carbon Development: A Paradigm Shift Towards a Green Economy in Indonesia”* (the LCDI Report). This report has been successfully incorporated into the national Medium-Term Development (RPJMN) 2020-2024.

Oxford Policy Management Limited (OPML) has recently contracted by FCDO, with British Embassy Jakarta (BEJ) as its client service, as the Supplier to deliver and manage programme implementation of LCDI2 in collaboration with the Government of Indonesia (GoI), primarily Bappenas, along with relevant line ministries and the pilot provinces of the Programme. This programme will support implementation of the LCDI at both the national and subnational level to support the Government meet its emissions reductions targets in Indonesia’s medium term development plan. In specific, the programme covers:

* Building political support for low-carbon development within and outside of government
* Building knowledge and understanding of the LCDI approach among those who would be responsible for implementing it within GoI
* Supporting implementation of the LCDI approach, especially through provincial and national development plans
* Raising ambition to the highest levels set out in the LCDI report

From 2017 to 2021, the LCDI Program completed its first phase and is now moving into its second phase for the period 2023-2027. The focus of this second phase is to promote the implementation of the LCDI Program by aligning emission reduction targets, emission intensity, and green economic growth within national and sub-national development planning, funding, and implementation. Therefore, it is crucial to develop detailed transition strategies for each key sector to support Indonesia's sustainable development goals, particularly in reducing GHG emissions and building resilience to the impacts of climate change.

#### These transition strategies must consider four main frameworks: regulations, institutional arrangements, funding and investment, and a clear and measurable implementation timeline. With a 20-year long-term plan outlined in the RPJPN 2025-2045, each stage of the transition should be translated into detailed and inclusive planning, occurring every five years in accordance with the RPJMN periodization. This approach must be accompanied by measurable achievement strategies, monitorable outputs, and structured implementation locations and timelines. Bappenas will use these transition strategies as a foundation to guide policy dialogue at the planning level and to achieve development targets set by the relevant technical ministries overseeing priority sectors within the LCDI Program. This process is expected to enable each sector to make an optimal contribution toward achieving GHG emission reduction targets and supporting sustainable development in Indonesia.

#### This Terms of Reference (ToR) has been prepared as a framework for the procurement of consultancy services that will collaborate with the LCDI Team and Bappenas to develop transition stages and detailed action plans for the priority sectors of the low carbon program in the RPJMN 2025-2029. The selected consultants will report to Oxford Policy Management Limited (OPML), the implementing agency for the LCDI Program.

#### **Objectives**

The main objective of the work is to:

1. Developing detailed transition stages for each priority sector of the Low Carbon Development Initiative (LCDI), which will be integrated into the RPJMN 2025-2029.
2. Creating a detailed and measurable sectoral action plan through inclusive planning within five-year periods.
3. Identifying the required output designs (RO) for each sector to accelerate Indonesia's transition to Net Zero Emissions by 2060.

#### **Scope of Works**

The scope of this activity includes the analysis and development of strategies for the priority sectors of the Low Carbon Development Initiative (LCDI): Forestry, Agriculture, Marine, Waste, Industrial Processes and Product Use (IPPU), and Transportation. Each sector will have defined transition stages, a five-year action plan, and strategies formulated considering supporting factors and measurable outputs.

**Consultant's role in securing stakeholder buy-in**

For this document to be effective, it must have the full support of Bappenas, along with relevant line ministries. The consultant is encouraged to allocate sufficient time and resources to build consensus and ensure buy-in from all relevant stakeholders. This commitment is essential to create a policy document with broad acceptance and commitment to its implementation.

**LCDI Team support**

The selected organization will collaborate closely with the LCDI Secretariat team, specifically the National Policy Manager, to ensure that the execution of the scope aligns with the broader LCDI workplan and priorities set by the national government. The consultant will have access to a dedicated LCDI support team to aid in the successful execution of this Scope of Work. The team includes:

* Modelling and sector specialists: Experts skilled in the existing systems dynamics model and sector-specific data analysis, ensuring that the consultant can effectively incorporate modelling outputs into strategic planning.

The LCDI team has developed a systems dynamics model that can be utilized by the consultant to support the delivery of the low-carbon strategy document. This model includes pre-established scenarios and projections, helping to identify sector-specific pathways for emission reductions and potential impacts across the LCDI priority sectors. The team will offer guidance and training as necessary to ensure that the consultant can fully leverage this model's capabilities in developing actionable, data-driven plans for each sector.

* GEDSI adviser: A specialist focused on Gender Equality, Disability, and Social Inclusion (GEDSI) considerations, ensuring that these perspectives are integrated into the strategy.
* Specifically for forestry sector analysis, the expert will be provided through the Low Carbon Development Secretariate managed by Oxford Policy and Management. The qualification of the forestry expert will be matched with other sectoral experts. The Forestry expert will work closely with the rest of the pool experts managed by the consultant.

Key activities include:

1. **Sectoral Analysis:**

* A comprehensive study of the sector's condition, including emission targets, potential emission reductions, and challenges.
* A thorough review of regulations and related documents concerning GHG emission reduction targets at both the national and international levels.
* Formulating transition stages and action plans for the Forestry, Agriculture, Marine, Waste, Transportation, and IPPU sectors, focusing on achieving the RPJPN 2025-2045 targets and the Net Zero Emission goal by 2060 or sooner.

1. **Transition Stages:**

* Develop five-year transition stages in accordance with the RPJMN within the framework of the RPJPN 2025-2045.
* Formulate sectoral action plans with clear timelines and targets.

1. **Five-Year Action Plans & Measurable Outputs:**

* Identify priority programs for the five-year period from 2025 to 2045.
* Define measurable outputs and key performance indicators (KPIs) for each action plan.
* Conduct stakeholder consultations through focus group discussions (FGDs) to understand various perspectives and gather relevant input.

1. **Reporting:**

* Prepare sectoral reports, action plans, and a final report that includes policy recommendations and an implementation roadmap.
* Report progress to Bappenas on a regular basis.

#### **Expected Result / Output**

The expected outputs / results from the procurement of these services include a transition stage plan and action plans for priority sectors to support the implementation of the RPJPN 2025-2045, presented in a report accompanied by a matrix detailing activities, outputs, and timelines. The agency / organization will produce the following deliverables:

1. Inception Report – Including methodology, a detailed work plan, and team mobilization (Week 1).
2. Sectoral Transition Stage Reports for each sector (Forestry, Agriculture, Marine, Waste, IPPU, and Transportation) – Outlining the five-year transition stages from 2025 to 2045 and the action plans for that period (Weeks 2 - 6).
3. Detailed Action Plans – Annual work plans identifying key actions, supporting factors, and timelines for each sector (Weeks 4 - 7).
4. Final Report – Including the final transition strategy and action plans, incorporating stakeholder input (Week 8).

#### **Timeline**

The study will be conducted over a period of two months, starting in December and concluding in January 2025. The details of the activity implementation are as follows:

| **Results** | **Timeline** | **Descriptions** |
| --- | --- | --- |
| **Sectoral Analysis** | Weeks 1 to 2 | Conduct a sectoral assessment for each sector (forestry, agriculture, marine, waste, IPPU, transportation), covering the current conditions, emission targets, challenges, and opportunities. These findings will serve as the foundation for developing the transition stages. |
| **Transition Stages** | Weeks 3 to 4 | Develop detailed sectoral transition stages for 2025-2029, aligned with the RPJPN and RPJMN. This document outlines strategic steps for each sector, including targets and roadmaps for every phase of the transition. |
| **Five-Year Action Plans & Measurable Outputs:** | Weeks 5 to 6 | Develop a detailed five-year action plan for each sector, including priority programs, resource allocation, institutional responsibilities, and measurable output indicators. The action plan should outline annual targets and outputs for the period from 2025 to 2045. |
| **Stakeholder Consultation** | Week 7 | Conduct consultations with stakeholders from the public, private, and community sectors to gather comprehensive input and ensure support from all relevant parties in the development of the action plans and transition stages. |
| **Reporting** | Weeks 7 to 8 | Prepare a final report that includes all analysis results, action plans, transition stages, the four main frameworks, enablers, and policy recommendations necessary to support the successful low-carbon transition in each sector |

#### **Qualification of the Expert Team**

In the implementation of activities for preparing the transition stage documents and action plans for priority sectors under the Low Carbon Development program in the RPJMN 2025-2029, the appointed consultant is expected to assemble a relevant team of experts as the implementation team.

The required qualifications for the expert team are as follows:

1. The team should consist of various experts of:

| **Category** | **Qualification** | **Responsibility** |
| --- | --- | --- |
| Team Leader | * Educational qualification minimum doctoral degree in the discipline of Environmental Science, Sustainable Development, Environmental Engineering, Regional Planning or relevant related fields * Experienced in their field for at least 25 years; * Experienced as a team leader; * Have good writing and communication skills in English and Bahasa Indonesia | * Responsible to ensure the delivery of the project. * Coordinating and managing all the sectoral experts in the project team. * Analyse, and write the report document. * Facilitating the group discussion and consultation with relevant key stakeholder including ministries. * Presenting final results to the Client |
| Expert in Agriculture | * Educational qualification minimum of master’s degree in agriculture, Agroforestry or Agribusiness * Minimum 15 years of experience in agricultural sector * Good understanding on key agricultural commodities and the challenges | * Provide technical input on Agricultural sector in Indonesia to the Team leader * Support analysis and drafting report * Presenting data analysis in the final report |
| Expert in Marine, Fisheries and Coastal | * Educational qualification minimum of master's degree in marine and Fisheries * Minimum 15 years of experience in marine and fisheries sector * Good understanding on key marine and fisheries policy and development | * Provide technical input on Marine and Fisheries sector in Indonesia to the Team leader * Support analysis and drafting report * Presenting data analysis in the final report |
| Expert in the field of Waste and IPPU | * Educational qualification minimum of master's degree in Environmental Engineering, Industrial Engineering and or Environmental Science * Minimum 15 years of experience in Waste and Industrial Sector * Good understanding on waste management and Industry | * Provide technical input on Waste and IPPU sector in Indonesia to the Team leader * Support analysis and drafting report * Presenting data analysis in the final report |
| Experts in Transportation | * Educational qualification minimum of master's degree in environmental engineering, Industrial Engineering and or Environmental Science * Minimum 15 years of experience in Transportation sector * Good understanding of transportation impacts the climate change. | * Provide technical input on Transportation sector in Indonesia to the Team leader * Support analysis and drafting report * Presenting data analysis in the final report |
| Expert in Public Policy | * Educational qualification minimum of master's degree in public policy or social science * Minimum 15 years of experience in public policy and social and gender issues. * Good understanding on regional development, government governance and gender and social inclusion issues. | * Provide technical input on public policy and social inclusion and gender issue to the Team leader * Support analysis and drafting report * Presenting data analysis in the final report. |
| Expert in Forestry  **(This expert will be provided by the LCDI Secretariate)** | * Educational qualification minimum of master's degree in forestry * Minimum 15 years of experience in Forestry sector * Good understanding on Forestry, Land-use Management, REDD initiative. | * Provide technical input on Forestry sector analysis to the Team leader * Support analysis and drafting report * Presenting data analysis in the final report. |

The pool of expert is expected to have experience in national and regional development planning processes related to Low Carbon Development (LCDI) and Climate-Resilient Development (PBI). This includes experience in drafting transition and annual action plans for LCDI priority sectors in line with the scope of activities (e.g., Strategic Environmental Assessment / KLHS). The experts described is desirable, but we are willing to consider other arrangements.