

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title National Consultant for Local Governance, Urban Planning and Budgeting for Children-Focused Development	Duty Station: Jakarta, Indonesia
Purpose of Activity/Assignment: <p>One of UNICEF Indonesia's priorities for 2022 is to strengthen urban and subnational planning and budgeting development for children and support Indonesia's Urban 20 engagements. This enhancement of planning and budgeting is focused on the governmental Child-Friendly City Initiative assessment and COVID-19 Post-Pandemic Recovery Action Plan for Children Policy Dialogues. UNICEF is supporting the Government of Indonesia in its series of Urban 20 meetings in 2022, with the opportunity to advocate for children and young people in urban areas.</p> <p>The objective of this assignment is to support UNICEF Indonesia Country and Field offices in both the urban and subnational planning and budgeting development for children programmes as well as Urban 20 engagements. The consultant will contribute to the following activities under urban development programming within the Social Policy team:</p> <ol style="list-style-type: none"> 1. Managing and undertaking activities to complete: <ul style="list-style-type: none"> • the Child-Friendly City (KLA)-related assessment • implementation of policy dialogues on the COVID-19 Post-Pandemic Recovery Action Plan for Children at national and subnational levels • support for Urban 20 engagements • assess and support for adolescent participation and civic engagement improvements in planning and budgeting processes, in partnership with relevant governmental and non-governmental institutions. 2. Strengthening UNICEF Indonesia's local governance/urban programmes that focus on planning and budgeting aspects through development of assessments and strategic recommendations on urban development for children, producing evidence-based policy briefs, and formulating their implementation. 3. Supporting and following up on the implementation of policy dialogues on the COVID-19 Post-Pandemic Recovery Action Plan for Children in Central Java, and a series of training and workshops on subnational planning and budgeting for children. 	
Scope of Work: The scope of work of the consultant will be: <ol style="list-style-type: none"> 1. Managing and Undertaking Activities focused on achieving the following results: <ul style="list-style-type: none"> • Provide technical guidance on the design, content, and implementation of UNICEF's local governance and urban development for children's programmes at subnational and national levels to support the Ministry of National Development Planning (Bappenas), Ministry of Women Empowerment and Child Protection (Kemenpppa), and Ministry of Home Affairs (MoHA). • Contribute to: 1) assessment of the Presidential Decree No.25/2021, operationalization and methodologies, including indicators, of Child-Friendly Cities in Indonesia, 2) revision of the current 	

Kabupaten/Kota Layak Anak (Child-Friendly City KLA) guideline, 3) development of the roadmap of Indonesia’s new capital city, 4) implementation of policy dialogues on the COVID-19 Post-Pandemic Recovery Action Plan for Children at national and subnational levels, 5) Urban 20 engagements, and 6) the assessment of adolescent participation and civic engagement in planning and budgeting processes.

- Liaise with UNICEF’s field offices and implementing partners to ensure strategic, timely, effective, and high-quality delivery of key activities.
- Build and maintain partnerships on local governance and urban development for children with city officials, civil society organizations, faith-based organizations, academic institutions, think tanks, representatives of child forum and youth networks, and other relevant stakeholders.
- Assist UNICEF Indonesia’s support of the Indonesian G20 Presidency by providing strategic recommendations on Urban 20 engagements and other relevant urban and local governance inputs.

2. Development of local governance and urban programmes, focused on the following outputs:

- Guide development of the analysis of Indonesia’s *Kabupaten/Kota Layak Anak* (KLA) concept and indicators based on the Presidential Decree No.25/2021, and its implementation, integration of UNICEF’s Child-Friendly City Initiative (CFCI) framework into the KLA guideline, and the analysis of the roadmap of the new Indonesian capital city.
- Provide strategic recommendations on local governance and urban development for children to further strengthen UNICEF Indonesia’s local governance and urban programmes for children in 2022.
- Develop and implement an advocacy plan for the COVID-19 Post-Pandemic Recovery Action Plan for Children in Central Java.

3. Policy Dialogues and Sharing Session, focused on the following results:

- Assist UNICEF Surabaya field office, the implementing partner, and local government in holding training and public dialogues series on subnational planning and budgeting in the context of the COVID-19 Post-Pandemic Recovery Action Plan for Children in Central Java.
- Assist UNICEF Surabaya field office and local government in designing and executing workshops on the COVID-19 Post-Pandemic Recovery Action Plan for Children in Central Java to highlight the results of the action plan with government officials, civil society partners, academics, and representatives of the youth network and child forum.
- Assist UNICEF Surabaya field office and local government in holding sharing sessions on lessons learned from the COVID-19 Post-Pandemic Recovery Action Plan for Children in Central Java report.

4. Local Governance and Urban Development Research support the development and implementation of other research led by the social policy team and related to local governance and urban development programmes for children as required.

Considering the objectives of the assignment, UNICEF Country Office in Indonesia is looking for a dedicated and highly experienced consultant to join its team and achieve the expected results.

Supervisor: Urban & Subnational Planning Specialist	Start date July 2022	End Date June 2023	Number of Days(working) 170 days of over 11.5 months duration.
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*Work Assignment Overview (SMART)		
Tasks/Milestone:	Deliverables/Outputs:	Timeline
Managing and undertaking activities in partnerships with relevant governmental and non-governmental partners	<p>Regular meetings with relevant ministries, local governments, UNICEF's field offices, and CSOs</p> <p>Progress report (on engagements with UNICEF's field offices, ministries, local governments, and CSOs)</p> <p>A final report for 2022 activities</p> <p>A final report for 2023 activities</p>	<p>July 2022 – May 2023</p> <p>20th every two months</p> <p>20 December 2022</p> <p>8 June 2023</p>
Strengthening UNICEF Indonesia's 2022 local governance and urban programmes	<p>Initial findings report of KLA/CFCI (KLA concept, indicator and implementation assessment, integration of UNICEF's CFCI framework into the KLA guideline, and the roadmap of the new Indonesian capital city towards a child-friendly city)</p> <p>The first draft of the KLA/CFCI recommendations report (KLA concept, indicators and implementation assessment the integration of UNICEF's CFCI framework into the KLA guideline, and the roadmap of the new Indonesian capital city towards a child-friendly city)</p> <p>The final draft of the KLA/CFCI recommendations report (KLA concept, indicator and implementation assessment, the integration of UNICEF's CFCI framework into the KLA guideline, and the roadmap of the new Indonesian capital city towards a child-friendly city)</p> <p>Advocacy plan for the COVID-19 Post-Pandemic Recovery Action Plan for Children in Central Java for 2022</p> <p>Advocacy plan for the COVID-19 Post-Pandemic Recovery Action Plan for Children in Central Java for 2023</p> <p>Advocacy implementation report 2022</p> <p>Final report for 2022</p> <p>Advocacy implementation report 2023</p> <p>Final report for 2023</p>	<p>30 July 2022</p> <p>16 September 2022</p> <p>11 November 2022</p> <p>20 June 2022</p> <p>20 January 2023</p> <p>25 November 2022</p> <p>20 December 2022</p> <p>1 June 2023</p> <p>8 June 2023</p>
Supporting implementation of policy dialogues and sharing sessions on the COVID-19 Post-Pandemic Recovery Action Plan for Children in Central Java	<p>Progress reports on supporting UNICEF's field offices, implementing partner and local governments on the COVID-19 Post-Pandemic Action Plan.</p> <p>Final recommendations report</p>	<p>20th of every month until December 2022</p> <p>20 December 2022</p>
Supporting research under the Social Policy section to strengthen local governance and urban development programmes for children.	Research Support reports on supporting social policy in local governance and urban development-related research. At least three concept notes, and TORs on research ideas developed.	20th of every month until June 2023
Other ad hoc assignments based on requests from the Social Policy Programme and Field Office		

Minimum Qualifications required:

- Bachelors Masters
 PhD Other

Disciplines: International Development, International Relations, Urban Planning, Public Health, Public Policy and/or Administration or other relevant disciplines

Knowledge/Expertise/Skills required:

- Bachelor's degree in economics, finance, development studies, business, or related fields. A Master's degree is preferable.
- Minimum five years of professional work experience in urban planning, community development facilitation, and/or policy formulation support.
- Knowledgeable on the theories, principles, and methods in urban development for children.
- Familiarity with UNICEF programming and experience and working under UNICEF mandates (*preferred*).
- Strong experience in facilitating institutional strengthening, including development of the strategic plan, coordination, and liaising with various local/city government offices (*preferred*).
- Familiarity with national and subnational government planning and budgeting.
- Familiarity with holding consultations with children, adolescents, and young people.
- Excellent communication, writing, and speaking skills in English and Bahasa Indonesia.
- Computer skills, including internet navigation, teleconferencing, file sharing, and a variety of office applications.

