

Terms of Reference

for supporting the development of a new Law on Spatial Planning of Republic of North Macedonia

Job Title	Spatial Planning Expert for development of a new Law on Spatial Planning that integrates current trends and the requirements of relevant EU strategies and legislation with focus on green infrastructure
Project	Enhancing Connectivity at the Balkan Green Belt
Duty Station	Home based, with 2 missions in Skopje
Expected Duration of Assignment	April 2022 - December 2022
Position	Spatial Planning Expert

BACKGROUND

The project “Enhancing Connectivity at the Balkan Green Belt” aims to contribute to the improvement of spatial and land use planning Balkan Green Belt (BGB), with a focus on North Macedonia and Albania. Despite the recognition of the importance of the BGB for Green Infrastructure development at the EU level, landscapes along the BGB and their connectivity in the two target countries are under pressure, predominantly due to intensification of land use and infrastructure development. Spatial and land use planning are important instruments for balancing different land uses and thereby, taking into account economic and social aspects, balancing different interests. In addition, this enables the implementation and long-term safeguarding of Green Infrastructure.

The concept of Green Infrastructure is largely unknown among decision-makers responsible for landscape planning decisions in both target countries. In addition, it is necessary to improve the practice of land use planning as well as the associated decision-making processes. Legislative alignment with EU standards in the field of land use planning has progressed to different degrees in the countries. However, relevant EU strategies and legislation are not yet sufficiently reflected in national legislation in both countries or are not yet sufficiently implemented.

One of the proposed activities for North Macedonia is to support the process of drafting/elaboration/development a new Law on Spatial Planning. Until recently, spatial planning was regulated by the Law on Spatial and Urban Planning and the implementation of the law was the responsibility of the Ministry of Environment and Physical Planning (MoEPP) (Spatial Planning Department) and the Ministry of Transport and Communications (urban planning). In 2020, a new Law on Urban Planning was adopted. Since then, the area of spatial planning is only partially included in the Urban Planning Law as a transitional solution and requires a new legal basis. The main challenge

of the new Law on Spatial Planning is to ensure comprehensive consideration of all issues relevant to spatial planning, while at the same time being hierarchically and practically consistent with the Urban Planning Act and other relevant laws and European directives. External expertise is needed that will support the concrete elaboration of the new Law.

PURPOSE OF THE ASSIGNMENT:

The main objective of this assignment is to provide expert support during the process of development of a new Law on Spatial Planning in particular requirements for incorporating the green infrastructure. The Spatial Planning expert shall work in close cooperation with the Department of Spatial Planning within the Ministry of Environment and Physical Planning, the national project coordinator, international project coordinator (EuroNatur) as well as other relevant national institutions and sectors.

SPECIFIC TASKS (SCOPE OF WORK):

Under the supervision of the National Project Coordinator and the Spatial Planning Department, the expert shall be responsible for the following tasks:

- Support development of a new Law on Spatial Planning, including the following aspects:
 - implementation of the spatial plan (including the administrative procedures)
 - incorporating the concept of Green Infrastructure into the Law
 - ensuring connectivity of the landscapes/habitats
 - preventing excessive and unplanned use of land
 - preventing degradation of important natural areas and landscapes
 - integrate/mainstream climate change into spatial planning
 - include important preventive mechanisms aimed at preventing unfavorable impacts on the environment
- Present the results of the development of the Law at workshops;
- Regular communication with the Spatial Planning Department (monthly online meetings and, if possible, in person meetings);
- Regular communication with the National Project Coordinator (online meetings).

DATES AND DETAILS AS TO HOW THE WORK MUST BE DELIVERED:

The duration of the Consultant is estimated up to 30 working days in the period April 2022 – December 2022.

A daily honorary remuneration for days worked will be provided, taking into account the level of work to be carried out and the budgetary resources allocated.

The expert will work from his/her own facilities.

Two missions in Skopje are envisaged for presentation/working meetings with the team from the Spatial Planning Department of the Ministry of Environment and Physical Planning. Travel costs are included in the daily fee.

DELIVERABLES

The consultant is expected to prepare and submit the following deliverables:

- Drafted chapters of a new Law on Spatial Planning;
- On-line technical support and guidance to the team from the Spatial Planning Department;
- Progress reports;
- Presentation of the results.

REPORTING

The expert shall prepare a progress and a final report in English language. The progress report should be submitted by end of August 2022. The Final report should be submitted by end of December 2022, after completion of the work under this ToR. Both reports should be submitted to the Project Coordinator.

PAYMENT SCHEDULE

The payment shall be processed in three installments based on the milestones defined in the signed contract:

- Upon signing the Contract - 25%
- Upon submission of the progress report (August 2022)– 25%
- Upon submission of a final draft of the Law and the final report (December 2022) - 50%

QUALIFICATIONS

The selected candidates shall possess:

- The expert shall have excellent analytical and communication skills, and excellent knowledge of English
- University degree in Land-Use Planning/Spatial Planning, Urban Planning, Architecture/civil engineering; geography, geodesy, GIS, or any related disciplines
- Minimum 10 years of relevant experience in spatial/land use/urban planning
- Experience with at least 3 assignments related to work on legislation on Spatial Planning, or preparing Spatial planning documents (Spatial Plans), with at least one of them related to incorporation of Green Infrastructure in the Spatial Planning

CRITERIA FOR SELECTION OF BEST OFFER

The award of the contract shall be made to the offeror whose offer has been evaluated and determined as:

a) Being compliant/acceptable, and

b) Having received the highest score based on the technical and financial criteria points (technical criteria = 70 points; financial criteria = 30 points).

Criteria	Maximum points 100
University degree in Land-Use Planning/Spatial Planning, Urban Planning, Architecture/civil engineering; or any related disciplines. BSc = 5 MSc = 10 PhD = 15	15
Minimum 10 years of relevant experience in spatial/land use/urban planning 10 years = 20 points 10-15 years = 25 points 16 or above = 30 points	30
3 assignments related to work on legislation on Spatial Planning, or preparing Spatial planning documents (Spatial Plans), with at least one of them related to incorporation of Green Infrastructure in the Spatial Planning 3 assignments = 15 points 4-7 assignments = 20 points 8 or above = 25 points	25
Financial offer (the lowest price offer will receive max points)	30

DOCUMENTS TO BE SUBMITTED

Interested offerors are invited to submit the following documents to be considered:

1. **Offeror's letter;**
2. **Most updated CV** with focus on required qualification;
3. **Brief description** of why the individual considers him/herself as the most suitable for the assignment,
4. **Financial Proposal** The financial proposal must be expressed in the form of a lumpsum all-inclusive cost, supported by breakdown of costs as per template provided in **EUR (€)** for this consultancy.

The financial proposal must consider various expenses that will be incurred during the contract, including the daily professional fee, travel, communications, any other expenses related to this assignment.

All documents should be submitted by **10th of April 2022** to the following e-mail address:
stojanov@mes.org.mk