



P176981- Resilient Tourism and Blue Economy Development Project

Consulting Services

Technical Assistance for the Preparation of the Management Plan for  
the Coastal Zone and the Adjacent Sea of São Vicente Island

**TERMS OF REFERENCE**

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## **1. Framework**

### **1.1 Context and justification**

The Cabo Verdean government of the 9th and 10th legislature has chosen the territory as its greatest asset and has invested in drawing up Territorial Management Instruments, as a fundamental mechanism to guarantee Territorial Cohesion, and as one of the main activities to prepare the country for climate change and, above all, to provide the institutions with expertise in the area and beyond with the technical and instrumental capacity to better manage and guarantee the integrated and sustainable development of the territory.

For two decades, the country has focused on drawing up urban and regional plans. As a result, some categories of plans have yet to be drawn up, namely the POOC-M, despite its characteristics and the intervention area that should be prioritized given the archipelagic nature of the country.

The Blue Economy Development Program, the guidelines on the need for coastal countries to invest in maritime spatial planning give high priority to this project, given the importance of the plan in the country's planning system.

The creation of the São Vicente Special Economic and Maritime Zone (ZEEM\_SV), which introduced new guidelines for spatial organization and the need for a clear and objective definition of the carrying capacity and suitability of the space that is part of its scope of action, a large part of which is located in the coastal and maritime area.

As part of the Strategic Plan for Sustainable Development, the Government, through the National Institute for Territorial Management, has set the goal of establishing all POOC-Ms in the country by 2030. Currently, the Boavista and Maio POOCs have been published in the Official Gazette.

## 1.2 Legal framework

Cabo Verdean legislation, through Legislative Decree No. 1/2006 of February 13, 2006, created the Basic Law on **Spatial Planning and Urban Planning (LBOTPU)**, the first amendment of which was made by Legislative Decree No. 6/2010 of June 21, and the second amendment by Legislative Decree No. 4/2018 of July 6, 2018.<sup>o</sup> 6/2010 of June 21, and the second amendment by Legislative Decree no. 4/2018 of July 6, 2018, which in Base VII defines the Territorial Management System, in which spatial planning and urban planning are based on a territorial management system that takes into account the territory as a whole, preserves its unity, respects territorial diversity and discontinuity, preserves biodiversity and strengthens resilience to disaster risks.

The Territorial Management Instruments (IGT), according to Base VIII of the LBOTPU and Article 14 of the National Regulation for Land and Urban Planning (RNOTPU) defined in Decree-Law no. 43/2010 of December 10, amended by Decree-Law no. 61/2018 of December 10, are typified according to the different functions they perform:

### - Strategic documents

The **National Directives** for Land use Planning (**DNOT**)

The **Regional Planning Scheme (EROT)**

### - Regulatory documents

**Special Territorial Planning Plans (PEOT)**

Urban Plans (PU):

Within the scope of the **LBOTPU** and the **RNOTPU**, the **Coastal Zone and Adjacent Sea Territorial Planning (POOC-M)** is a type of plan known as a **Special Territorial Planning Plans (PEOT)**, which is a special planning instrument that establishes the spatial framework for a coherent set of actions with an impact on the organization of the territory, with a view to pursuing objectives of national or regional interest with repercussions on the territory, establishing systems to safeguard natural resources and values and ensuring the permanence of systems essential to the sustainable use of the territory.

This POOC-M of São Vicente has been ordered to be drawn up under Joint Ordinance No. 48/2023 of November 13, and for its preparation it is necessary to consult, among others, the following fundamental documents:

- Legislative Decree no. 6/2010, of June 21, amended by Legislative Decree no. 4/2018, of July 6, 2018 (Basic Law on Spatial and Urban Planning);
- Decree-Law no. 43/2010, of September 27, which approves the National Regulation for Land and Urban Planning, amended by Decree-Law 61/2018, of December 10;
- Strategic Plan for Sustainable Development (PEDS);
- **National Directives** for Land use Planning (**DNOT**) ;
- **Regional Planning Scheme (EROT)** for São Vicente Island;
- **Tourism Land Management Plans (POT)** for the Integrated Tourism Development Zones (ZDTI) on São Vicente Island;
- Sectoral Strategic Plans (environment, energy, water resources, tourism, agriculture, fisheries, transport, etc.);
- Maritime Public Domain Law;
- Decree Law no. 14/2016, of March 1, which regulates the process of drawing up and implementing coastal and sea planning;
- Decree-Law no. 29/2015 of May 18, which approves the Legal Framework for Maritime Bathing Zones;
- Legal framework for the protection and conservation of sea turtles in Cabo Verde;
- Law no. 75/VII/2010, which establishes the Legal Regime for the Declaration and Operation of Special Tourist Zones (ZTE), amended by... of 2018;
- Law no. 85/VII/2011, of January 10, establishing the bases of public tourism policies (BO no. 2, of January 10, 2011);
- Decree-Law no. 35/2014 of July 17 establishes the legal framework for tourist resorts;
- Law no. 86/IV/93, of July 26, which defines the Bases of Environmental Policy;
- Legislative Decree no. 14/97, of July 1, which develops the Bases of Environmental Policy;



- Decree-Law no. 27/2020, of March 19, establishes the legal framework for environmental impact assessment (EIA) of public and private projects likely to have significant effects on the environment;
- Decree-Law no. 3/2003, of February 24, which establishes the legal framework for protected areas;
- Decree-Law no. 56/2015 of October 17 - establishes the general regime applicable to waste prevention and management and approves the legal regime for the licensing and concession of waste management operations. Official Gazette no. 62, Series I of October 17, 2015.
- Decree-Law No. 8/2022 of April 6, which establishes measures for the conservation and protection of species of flora and fauna that should be the object of special protection, as components of biodiversity and an integral part of Cabo Verde's natural heritage.
- Decree-Law no. 7/2004, of February 23, which establishes wastewater discharge standards;
- Decree-Law no. 53/2005, of August 8, which defines the general principles of the policy for the sustainable use of fishery resources;
- Decree-Law no. 54/2005, of August 22, which regulates Amateur Fishing in waters under national jurisdiction;
- Decree-Law no. 19/2003, of April 21, which establishes the legal framework for chartering foreign fishing vessels;
- Legislative Decree No. 2/2020 of March 19, which defines the general regime for the management and planning of fishing activities in national maritime waters and on the high seas;
- Resolution no. 93/2020 of July 9, approving the Annual Executive Plan for the Management of Fisheries Resources for 2020;
- Resolution No. 95/2020 of July 9, approving the 2020-2024 Fisheries Resource Management Plan;
- Other relevant studies carried out by public and private institutions, particularly studies related to the coastline and the adjacent sea.

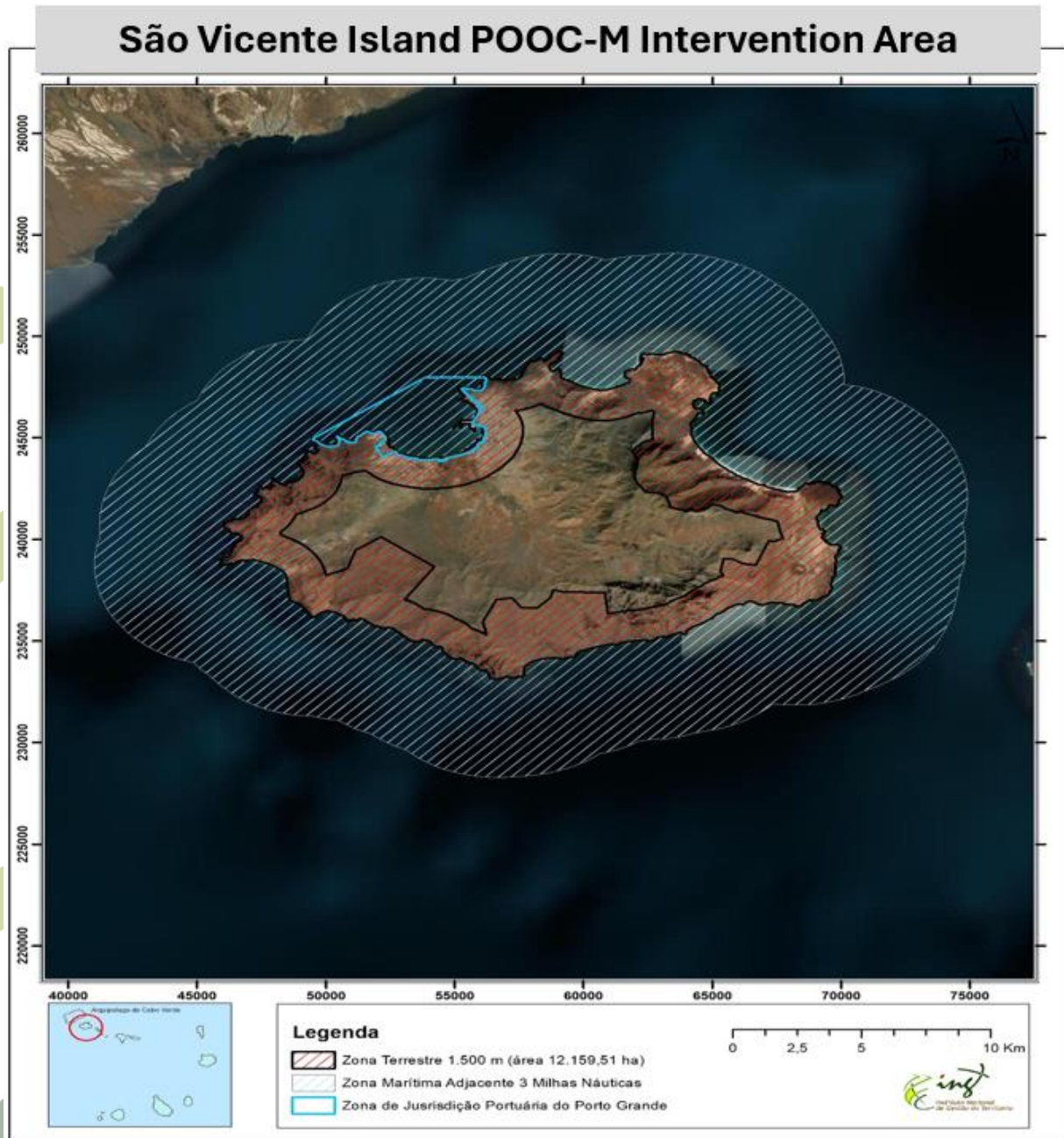
## 2. Territorial scope

The POOC-M of São Vicente covers the entire coastline of the island, specifically a land area and an adjacent maritime area, in accordance with Article 10 of Law No. 14/VII/2016, of March 1, which regulates the process of drawing up and implementing POOC\_Ms.

In accordance with Article 2(3) and (4) of Joint Ordinance 48/2023, "the land area corresponds to a strip with a width of 1,500 (one thousand five hundred) meters from the line of maximum high tide, measured horizontally to the land side, while the adjacent maritime area corresponds to a strip with a width of 3 (three) nautical miles, counted from topographic zero, measured horizontally to the sea side".

For the Plan on the island in question, due to local specificities, the terrestrial zone can be reduced with justification, and cannot be less than 500 meters in length.

In accordance with Article 2(5) of Joint Ordinance 48/2023, "in the ZDTI and legally delimited port areas, which are not fully included in the POOC-M's land areas, the POOC-M's intervention area is adjusted so that it can fully include the ZDTI" and the port areas.



**Fig. 1:** Boundary of the intervention area of the São Vicente Island POOC-M, under the terms of the law.

### 3. Objectives and expected results

#### 3.1. General objective

The contracting of this Technical Assistance (TA) aims to strengthen the framework of Territorial Management Instruments in the country and the contracting of a consultancy firm that works in the area of Territorial Planning and Planning for the preparation of the **Coastal Zone** and **Adjacent Sea Territorial Planning (POOC-M)** of the island of São Vicente to meet the specific





objectives listed below in order to provide the management institutions with an instrument that allows them to know the potential of the territory, more specifically the coastal and maritime strip, to define and impose rules on occupation, use, management and supervision, without prejudice to compliance with existing specific rules.

### 3.2 Specific objectives

- a) Carry out an environmental and social characterization of the territorial units likely to be significantly affected and their probable evolution if the São Vicente POOC-M is not applied, highlighting those aspects that may initially represent threats or offer opportunities in relation to the objectives pursued by the POOC-M;
- b) Identify the environmental and social protection objectives established at the international and national levels that are relevant to the São Vicente POOC-M, highlighting how these objectives and any other environmental considerations have been integrated during the preparation of the Plan;
- c) Identify and evaluate alternative scenarios that take into account the territorial scope and the most strategically relevant environmental and social issues, the objectives of the São Vicente POOC-M, and the framework provided by other policy and planning instruments, and describe how these scenarios were compared and the reasons for the alternatives chosen;
- d) Identify, describe and evaluate the environmental and social impacts resulting from the implementation of the São Vicente POOC-M, paying particular attention to the impacts that it may have on biophysical values of particular sensitivity or on the most disadvantaged communities or groups, as well as the cumulative impacts of the projects implementing the São Vicente POOC-M on each other and the cumulative impacts that the Plan as a whole may have on other development initiatives that have been, are being or are planned to be implemented.
- e) Prior to the design of the Plan, the existing gaps between women and men in this type of planning should be identified, so that the proposals developed include interventions that address gender-specific aspects and reduce the inequalities identified.
- f) Promote the sustainable development of the coast and its competitiveness as a productive area that generates wealth and employment.
- g) Planning for the different uses and specific activities of the coast;

- h) Identifying, protecting and enhancing natural ecosystems in terrestrial and marine areas, with special attention to areas identified as critical for environmental degradation, as well as threats to natural ecosystems related to climate change;
- i) Minimize, through the implementation of mitigation measures, situations of environmental impact on natural ecosystems of conservation interest, whether in the terrestrial or marine environment, and in particular to protect marine life and associated biodiversity;
- j) Ensure that the POOC-M implementation processes incorporate the environmental mitigation measures considered in the proposed zoning;
- k) Establish the zoning of the planning area based on the basic areas established in Decree-Law No. 14/2016, establishing guidelines and provisions for the sustainable development of coastal activities for each of them;
- l) Articulate and make compatible the different soil situations established in the planning and territorial management instruments under the POOC-M;
- m) Minimize risk situations for people and property in areas identified as risk zones;
- n) Characterize, classify and qualify the main marine bathing areas according to the typologies established in Ordinance No. 57/2015, and discipline their use, establishing zoning for management and guidance in the development of the specific activities generated in them, seeking a sustainable socio-environmental balance;
- o) Qualify the existing marine resources in the area covered by the Plan and identify the associated uses and activities, with the aim of protecting the identified ecosystems and promoting their sustainable use;
- p) Integrate the risks associated with climate change into the planning process, taking into account the fragility of our ecosystems and the vulnerability of the study area to extreme weather events and other aspects that could increase the vulnerability of communities as a result of the developments in the plan, and include mitigation and adaptation measures in the process;
- q) Specifically in the context of climate change, demonstrate the alignment of the São Vicente POOC-M with the national strategy in terms of mitigation and adaptation, as well as in the context of post-disaster recovery. Specifically, it will assess the contribution that the implementation of the São Vicente POOC-M can make in terms of increasing or reducing greenhouse gas emissions, the extent to which the proper implementation of the São Vicente POOC-M and the pursuit of its objectives may be positively or negatively affected, directly or indirectly, by climate change, and whether the implementation of the São Vicente POOC-M is likely to increase or decrease the vulnerability of communities, infrastructure or activities to the



effects of climate change. Subsequently, the identification of alternatives and measures necessary to mitigate and adapt to climate change.

r) Demonstrate the alignment of the São Vicente POOC-M with the National Strategy for Disaster Risk Reduction and the Post-Disaster Recovery Framework.

s) Demonstrate the alignment of the São Vicente POOC-M with the Sustainable Development Goals and the strategies defined nationally for their pursuit, such as the inclusion of zones for aquaculture, renewable energy development zones and other industrial activities (i.e. recreational boat building, fishing boats, etc.).

t) Establish measures to prevent, reduce or compensate for significant negative environmental and social impacts and to enhance the positive impacts resulting from the operation of the São Vicente POOC-M, including, where applicable, guidelines for the formulation and implementation of projects that implement the São Vicente POOC-M, whether or not they are subject to an Environmental Impact Assessment, in accordance with specific legislation;

u) Establish the guidelines and indicators to be used for the environmental and social monitoring of the implementation of the São Vicente POOC-M, explaining the requirements (responsibilities, means, timetable) for the operationalization of this monitoring.

v) Ensure effective public use in relation to the activities and uses proposed in the area affected by the public maritime domain, establishing safety forecasts in places with the greatest flow of people.

w) Rehabilitation of degraded areas, in particular with proposals for actions to restore habitats by demolishing buildings in sensitive areas that could be renaturalized.

x) Correction of serious territorial dysfunctions, especially buildings in sensitive areas and degraded areas on public lands;

y) Present measures to enhance the scenic values of the coast;

z) Present methodological proposals for the definition of technical criteria for the demarcation of the seashore;

aa) Define a model for zoning bathing areas and criteria that establishes a minimum standard of management that covers environmental education, bathing water quality, beach management and services & safety in terms of the parameters required for the

Blue Flag classification on beaches that have the conditions for it and to recover those that have the potential for the same classification.

bb) Define and regulate a regime applicable to local fishing areas □ sports and leisure activities (sport fishing, spearfishing, recreational boating and beach equipment, water sports, beach sports in accordance with the POOC guidelines.

cc) Regulate the use of beach facilities and equipment.

### **3.3 Expected results:**

The aim of this contract is to achieve results both in terms of improving service provision and in terms of the products produced and delivered, as listed below in accordance with the Specific Objectives and tasks defined in this ToR:

#### **3.3.1 Improving service provision**

1. Technicians and decision-makers from all the sectors involved in the São Vicente POOC-M intervention area will be equipped with a special instrument that will enable them to implement public and private programs and projects with a strong positive impact on people's quality of life and on the economy, through measures to mitigate impacts on the natural ecosystem and safeguard environmental resources;
2. Increasing the quality of implementation of the instruments defined in Cabo Verdean legislation for territorial management and planning;
3. Improved management and communication procedures assimilated by all the actors involved in the process of occupying and exploiting the coastline and the adjacent sea;
4. Promoting stakeholder involvement as an integral part of the planning process, in accordance with NAS 10. Therefore, identify and analyze the plan's stakeholders, taking into account their respective concerns about the plan's impacts and expectations regarding its impact on improving their living conditions. It should also ensure that people with vulnerabilities and different levels of influence are heard in a timely manner, so that the plan is developed in a participatory manner, in an atmosphere of understanding and with a real impact on people.
5. Taking into account the provisions of point 1 of Base IV of the LBOTPU ("Citizen participation"), in order to ensure compliance with the participation and consultation requirements set out in the National Regulation on Territorial and Urban Planning for the

different types of Territorial Management Instruments, the following good practices should be observed in the planning and implementation of participatory processes, with the necessary adaptations:

- a) - Ensure that the principles of transparency, accountability and participation are properly applied, so that participatory strategies are adopted at the different stages of each process of drafting and approving the São Vicente POOC-M to ensure the active and constructive involvement of the different interested and affected parties.
  - b) - At the start of the preparation of the São Vicente POOC-M, a careful analysis of the interested and affected parties should be carried out in order to identify the priority groups and the most appropriate methods of communication and participation.
  - c) - In this identification, priority should be given to the groups that may be most significantly affected by the São Vicente POOC-M and the most vulnerable groups, for which particular attention should be paid to how their inclusion in the participation process will be promoted, with a minimum of barriers, particularly taking into account, among other things, gender equity.
6. Development of methodologies and procedures to consolidate sustainable project management;
  7. Ensure that the different actors from the state, the private sector and civil society are consulted in the drafting and validation of the plan, through the public exhibition process defined in the law and an effectively participatory planning process at all stages.

### **3.3.2 Products and deliverables**

- The diagnostic report and technical and legal analysis of the legal and development framework of the POOC-M-SV,
- The report with the plan's proposal, known as the planning report.
- The proposed scenarios
- A proposal for the Plan's Regulations.



## 4. Hypotheses of the existence of risks

### 4.1 Hypotheses of the existence of risks underlying the intervention of the POOC-M

Underlying the process of drawing up the São Vicente POOC-M may be the following risks:

- The dispersion of basic elements for characterizing the reference situation;
- Delays on the part of various sectors in identifying and providing data/information;
- The long implementation period of the POOC-M, as a legal instrument for territorial planning and safeguarding environmental resources;
- Challenges in monitoring and managing multi-year projects; and
- The commitment of the various actors to proper monitoring during the drafting of the São Vicente POOC-M and later in the process of its implementation in accordance with legal requirements.

## 5. Description of the work to be done and products/content to be delivered

### 5.1. Job description

The POOC-M must consist of material parts (material content) and documentary parts (documentary content), drawn up taking into account Decree-Law no. 14/2016, of March 1, which regulates the process of drawing up and implementing coastal and adjacent sea management plans, in conjunction with Decree-Law no. 43/2010, of September 27, which approves the National Regulation for Land and Urban Planning (RNOTPU) prior to the first amendment made by Decree-Law no. 61/2018, of September 10.43/2010, of September 27, which approves the Regulation for Land and Urban Planning (RNOTPU) prior to the first amendment made by Decree-Law no. 61/2018, of December 10, 2018.

When presenting the technical proposal for the São Vicente POOC-M, at least the following points must be taken into account, without prejudice to its development in accordance with the guidelines of the enabling law of this instrument.

#### 5.1.1 Documentary content

The POOC-M's basic and mandatory documentary content includes the following points, without prejudice to others

#### Report(s):

- Volume 1 or 1st part of the Report: Characterization and diagnosis study;
- Volume 2 or Part 2 of the Report: Development Strategy
- Volume 3 or 3rd part of the Report: Complementary Annex

## **Regulations**

### **Execution program**

#### **Graphics:**

- Framework plan
- Plan of the existing situation
- Conditioning plan
- Overview plan
- Zoning plan for bathing areas
- Plan by maritime bathing area or groups of maritime areas (*see Annex III of the POOC law*)
- DR plan - Disaster risks and vulnerability
- Morphological and environmental units
- Maritime public domain occupation plan
- **When applied, plant (or layer):**
  - Hydrographic
  - natural heritage
  - cultural heritage
  - Hypsometry
  - slope and slope orientation
  - Bathymetry plan
  -

### **Weighting Report and respective contributions received during the public debate**

#### **5.1.2 Material content**

##### **Report(s)**

The written documents justify the discipline defined in the regulation and must justify the main solutions adopted and their integration into the planning and programming of the activities of the management entities, namely the following:

- ***Volume 1 or 1st part of the Report: Characterization and diagnosis study*** with emphasis on the bio-physical component of the intervention area and its morphological and environmental characteristics, framed in the dynamics of land occupation and socio-economic in relation to:
  - Survey and characterization of the current land situation and urban occupation reports on land uses and functions, coastal dynamics and defense works, population and urban network, economic activities and the characterization of beaches and coastal settlements;
  - Situation regarding occupation of the public domain and concessions in the public domain;
  - physical, biophysical, economic and social aspects,
  - coastal processes, marine resources, infrastructure, economic activities, environmental characteristics of the affected area,
  - Environmental and natural, cultural and heritage values to be protected
  - Relationship with other territorial management instruments
  - Main environmental and social problems for the plan,
  - Consideration of protection objectives in the planning process, etc)
  - Tidal regime
  - Physiographic evolution of the coast (graphical representation) and other issues set out in Annex II of the POOC-M law.
  
- ***Volume 2 or Part 2 of the Report: Planning Report integrating the Development Strategy in relation to:***
  - Location
  - Framing of the study area and characterization of the surrounding area;
  - Guide the use of marine resources;
  - To organize the different uses and specific activities of the seafront, coastline and adjacent sea, presenting proposals for their zoning.
  - Give guidelines for the use of the territorial sea and present proposals for its zoning;
  - Identify biodiversity hotspots, also taking into account the capture stations, and mark on the synthesis plan the areas where species concentration devices could be launched, as well as identifying them;
  - Identification and characterization of bathing beaches (usable area, carrying capacity, conditions governing use and occupation, access and parking, basic infrastructure, service networks).
  - Distribution and development of economic activities;
  - Proposal for the requalification of degraded areas within urban centers with the aim of enhancing the existing core and the landscape with a view to privileging the public use of



the public maritime domain, providing for the possible controlled retreat of buildings and urban fronts and urban redevelopment.

- Main solutions and proposals that respond to Annexes II and III of the POOC-M Law.

⇒ The report should also:

- Demonstrate the social, economic and environmental sustainability of the coastline through demographic indicators and levels of supply and demand for land for concessions in the public maritime domain;
- Identify "critical areas" in the face of situations recognized as posing an imminent risk of destruction of natural resources and environmental degradation and Identifying appropriate measures in relation to the risk of disaster affecting the safeguarding and preservation of the environment;
- Identify data for assessing post-disaster needs, i.e. equipment and infrastructure (including proposed improvements) / quantify in monetary terms if possible/ *QRP Resolution no. 115/2018*
- Address gender issues with regard to the use of public space, considering different needs and routines when it comes to access to the city (access, mobility, safety and freedom from violence, health and hygiene, climate resilience and security of tenure);

⇒ The report must also include the following elements:

- Matrix on natural risks and climate change.
- Illustrative drawings, giving a preview of the future appearance of the plan's area of intervention, especially for the maritime bathing areas;
- Longitudinal and cross-sectional profiles of lanes and their accesses;
- Volume 3 or 3rd part of the Report: Additional Annex regarding:
  - Photos identifying natural and cultural heritage
  - Designs deemed useful for the territorial development strategy
  - Implementation Phase Plan
  - File or table of existing concessions in the public domain and proposals for new areas earmarked for this purpose, mainly urban beaches;
  - Environmental unit sheets for the bathing beaches identified;

## Regulations

The document should indicate the general management principles, institutional responsibilities and standards to be respected in general terms and taking into account the specific characteristics of the island, zoning of coastal and marine natural resources and use regimes, definition of land use restrictions taking into account the constraints, measures to mitigate the environmental impacts of the different interventions.

It should also contain:

- Proposals to amend other existing management instruments duly justified in the planning report;
- Regulate the use of bathing beaches and define their size and all their parameters, especially the load capacity with regard to concessions in the public domain;
- Conditions for conversion, regularization and illegal occupation for public utility purposes;
- Regulate the procedures for licensing and occupying the public domain from the sandy beach to the seafront (concepts that must be defined within the scope of these regulations).
- The regulation must also include the following elements:
  - *General and transitional provisions: Scope, urban concepts, definitions and abbreviations, ...*
  - *Public utility restrictions on land use: Protection of cultural heritage, protection of natural heritage, easements for social facilities and other planned municipal infrastructures, ...*
  - *Numbered list of concession areas*
  - *Buildability parameters: Maximum and minimum buildable area / plot, regime for advertising installations and other external elements (antennas, air conditioning units, ...)*

### **Implementation and financing program:**

The implementation program must include:

- provisions on the implementation of the plan and indications on the timeframe of the main actions;
- estimate of the cost of the planned achievements;
- the entities responsible for its implementation and the public and private partners.

The execution program may also contain:

- Sheet - Project identification, project name, promoter, timeframe and costs, funding sources (date of planned start, source and description)

*Graphics:*

- Framework plan, covering the intervention area duly marked, as well as the main communication, transport, water, energy and sanitation infrastructures.
- Existing land use and occupation plan
- Conditioning plan, identifying public utility easements and restrictions, risk zones.
- Summary plan of the proposal, for the island's coastal strip, according to the dominant use, and establishing operational planning and management units; on a scale between 1:10,000 and 1:25,000.

*Other graphic pieces:*

- Plan of interventions by bathing area or group of bathing areas developed on a scale of 1/5,000.
- Zoning plan of the identified bathing areas, which illustrates the specific boundaries of these beaches.
- The above documents must be delivered in paper or physical format (2 copies) and digital format, with the final delivery being open (DWG and SHP).
- DR Plan - Disaster Risk / adequacy with ENRRD, identification of disaster risk scenarios by category and classification / Resolution No. 114/2018 -ENRRD, with NDC.
- Zoning plan for bathing areas
- Plan by maritime bathing area or groups of maritime areas (*see Annex III of the POOC law*)
- DR plan - Disaster risks and vulnerability
- Morphological and environmental units
- Maritime public domain occupation plan
- **When applied, plant (or layer):**
  - Hydrographic
  - natural heritage
  - cultural heritage
  - Hypsometry
  - slope and slope orientation
  - Bathymetry plan



## 5.2. Table of products and deliverables

Products	Qty	Output	Deadlines	Invoice
<b>Product 1-Inception Report (Work plan)</b>	1	<b>Detailed work plan and schedule of activities</b> (It should include all the tasks to be carried out, the material and human resources and a description of the methodology to be used for each of the activities, as well as a detailed schedule for carrying out the tasks, including proposals and projections for field trips and meetings with entities);	10 days after signing the contract.	20%
<b>Product 2 - Characterization and Diagnosis Report</b>	1	<b>Characterization and Diagnosis Report</b> <b>Content and written pieces</b> Framework plan; Existing occupation and land use plan with detailed parts for each of the bathing areas identified	3 months after signing the contract.	30%
<b>Product 3- Planning Report</b>		<b>Report on the São Vicente Island Coastal and Seashore Management Plan,</b> integrating the POOC's development strategy and justifying the main solutions adopted and their integration into planning; Also submit the plans that reflect the strategy, namely the summary and constraints plan; Final list of bathing zone classifications and their specific boundaries; And all the other graphic pieces that support the plan proposal, as required by law and this ToR.	5 months after signing the contract	30%



<b>Product 4 - Regulation and implementation and financing program (PEF)</b>		<b>Regulation with its respective Implementation and Financing Program (PEF)</b> (Note: delivery must be made with the approval of product 3 by the Joint Monitoring Committee)	7 months after signing the contract	10%
<b>Product 5- Final Plan</b>	2	Submission of all written and graphic documents approved by the Commission, including all modifications resulting from the public participation, as well as the respective weighting report and the respective contributions received during the public discussion (interventions per bathing area or group of bathing areas developed); - Risk Plan (definition of erosion zones, slope instability, flooding, degradation and risk situation) - Zoning plan of the beaches that defines the carrying capacity and classification of the bathing areas, the conditioning of uses and occupations of the bathing areas; - Compatibility plan and areas of conflict with other management instruments;	10 months after signing the contract. It must coincide with the contract's completion date.	10%



## 6. Management structure

The project is technically managed by MIOTH through the **National Institute for Territorial Planning (INGT)** and the General Directorate for Planning, Budget and Management (DGPOG).

The administrative and financial aspects of the contract are managed by the Special Projects Management Unit (UGPE), an entity set up by the government with the World Bank.

### 6.1. Means for the contracting authority and/or other parties

A team will be made available to monitor the work to be done, made up of all the entities that sit on the Joint Monitoring Committee. Whenever necessary, MIOTH/INGT will make a meeting room available, with internet connection and signal.

## 7. Logistics and timing

### 7.1. Location

The operational base of the project management/monitoring team will be in Praia, at the MIOTH facilities.

The operational base of the project execution team will be the facilities of the Project Office. (i.e. the contracted firm).

### 7.2. Contract and implementation period for the tasks

The duration of the contract is 10 and a half months (9 months + 1 month for the public exhibition and + 15 days for the administrative processing of the public exhibition period) from the date it is signed.

The contractor reserves the right not to sign the contract with entities that, at the time of the call for tenders, are in default with the project management entity (MIOTH/INGT).

For reasons of efficiency in meeting the deadlines and timetable for the tender, the contractor reserves the right not to sign more than two contracts with each winning company.

## 8. Composition of the technical team and requirements of the lead specialist

### 8.1. Profile of the Firm or Consortium

The São Vicente POOC-M must be drawn up by a consulting company with at least 10 (ten) years' experience in territorial planning, with a multidisciplinary technical team coordinated by one of its members, and must ensure the participation of specialists in the fields of architecture, urbanism, landscape architecture, civil engineering, economics, law, spatial planning, geography, marine biology, GIS, sociology/anthropology and urban design, individually with proven professional experience, in addition to other specialties that prove indispensable or advisable for carrying out the work. The firm must have a technical team of recognized standing and professional experience, particularly in the field of Land Management Instruments, namely Special Plans.

### 8.2. Profile of the Technical Team/Lead Experts

Specialists/training areas		Qualifications
EP1 <sup>1</sup>	Team Leader - General Coordinator	Bachelor's or Master's degree in relevant fields such as architecture, urban planning, civil engineering, land use planning and management, preferably with additional qualifications in <b>urban management and planning as well as coastal and maritime planning</b> .  Must have at least ten (10) years' experience in managing multidisciplinary technical consultancy teams dealing with public and private sector stakeholders in similar projects, where knowledge in formulating and implementing sustainable strategies and interventions for good urban and coastal management and knowledge in the area of dune systems and coastal dynamics is preferred.
E1 <sup>2</sup>	Architect or urban planner	Must have at least a degree in architecture and/or urban planning with a minimum of five (5) years' proven professional experience in the urban development and planning sector and urban management, preferably with

<sup>1</sup> EP1- Principal Expert 1

<sup>2</sup> E1 - Specialist 1



	Acrescentando valor ao território, ao património dos cidadãos e das empresas	knowledge of sustainable architecture. In addition, the expert must have a good knowledge of the sector's legislation.
E2	A geographer, or a geographer with a specialization in spatial planning	Must have a minimum of a degree in geography and land use planning and at least 5 years' professional experience in land use planning, ecological structure and landscape values and urban design;
E3	Marine Biologist	Must have a minimum of a degree in the field and at least 5 years' professional experience in planning projects, ecological structure with environmental engineering skills.
E4	Civil engineer with expertise in coastal engineering	A minimum of (5) years' proven experience in planning and construction, mastery of coastal hydrodynamics, maritime structures, coastal geotechnics, coastal zone management, environmental impact, among other areas relevant to the execution of their tasks, is preferred.
E5	Specialist in GIS and spatial analysis	Must have a minimum of a degree in the field and at least 5 years' professional experience in land use planning and spatial analysis projects.
<sup>3</sup> E6	National Jurist	Must have a minimum degree in law, with a minimum of (5) years' proven experience in land use, planning and urban planning law.  Mastery or knowledge of the regulations governing the specific regime for building and the subdivision of urban property is preferential.
E7	Sociologist/anthropologist	Must have a minimum of a degree in sociology, with a minimum of (5) years' proven experience in the area of integration and social and territorial justice.  Mastery or knowledge of gender issues and a minimum of 5 years' professional experience in urban infrastructure projects, territorial planning, preservation and conservation of marine biodiversity are preferred.

The main specialists are defined and must submit their curriculum vitae and declarations of exclusivity and immediate availability.

<sup>3</sup> INGT considers it necessary that the lawyer be a national professional, practicing in Cabo Verde and with a command of the territorial administrative jurisdiction of Cabo Verde. This requirement is based on previous experience that has shown this to be appropriate.





## 9. Monitoring and evaluation

*Acréscendo valor ao território, ao património, dos cidadãos e das empresas*

### Definition of indicators

The progress of the preparation of the São Vicente POOC-M will be assessed, among other things, through the presentation of:

- Precautionary measures and prior document (study phase);
- Preparation of the Plan proposal;
- Prior approval of the Plan proposal;
- Public exposure;
- Final approval of the Plan
- Reports and other documentary records of coordination meetings, whether face-to-face or remote;
- Field missions.

#### 9.1. Availability of essential documents and other information

As part of this technical assistance, INGT will provide the documents available in the service's database:

- a) Basic mapping **available** at the entity;
- b) Boundary of the intervention area;
- c) All other relevant information available at IDECV (Cabo Verde Spatial Data Infrastructure)
- d) The other sectoral information required is the sole responsibility of the contracted team, as well as the topographical survey with planimetric and georeferenced information required to draw up plans and the bathymetric survey. The latter may be replaced by the acquisition of radar images that allow zoning of the seabed as well as the surface of the waters along the 3 nautical miles.



## 10. Working language and presentation of deliverables

The language of the work with the national technical team must be Portuguese, so the consortium must have members of the technical team who are fluent in Portuguese and who ensure the bridge with the entity responsible for the technical follow-up of the plan.

All documentary content, identified as deliverables, must be written in Portuguese.