

Terms of Reference
Gender, Equity and Social Inclusion Plan

Introduction

In 2015 the Department for International Development (DFID), now the Foreign Commonwealth and Development Office (FCDO), awarded the Met Office (MO) the role of Fund Manager for the Weather and Climate Information Services for Africa (WISER) Programme. This was a ground-breaking opportunity for the MO to become Fund Manager for FCDO, building on the successful Delivery Partner role for FCDO and BEIS funded Projects and Programmes. It was the first time the Met Office was responsible for overseeing the dispersal of significant funds to international development partners on behalf FCDO.

Over the last five years, WISER has made substantial and sustained improvements to the quality, accessibility, and use of weather and climate services across East Africa and the Sahel. FCDO have requested WISER Fund Management to undertake a series of additional activities between July and December 2021 to sustain and enhance relationships with WISER stakeholders and to respond to critical programme learnings. One of the expected outputs of this is a focused Gender, Equity and Social Inclusion (GESI) workshop, followed by the creation of a programme level GESI Action Plan that can be applied across multiple weather and climate international development programmes.

Purpose

As identified by WISER Fund Management and FCDO, gender needed to have greater focus in the WISER programme and project design. The WISER Data Systems Review report undertaken by TetraTech (Nov '20) noted that 'Efforts to disaggregate data by gender, disability or location were not systematically integrated into the design of projects which made it difficult to retrospectively do with variable MEL capacity across projects' and made a recommendation to FCDO to prioritise resourcing GESI. During the WISER Partner Learning Event (April '21), there was a session dedicated to exploring inclusivity and gender integration. The session brought project partners together to discuss what had and hadn't worked well, success factors and challenges and allowed the group to develop recommendations to support future design. The key recommendation was the need to go beyond simply 'integrating' gender and social inclusion into projects and programmes and move toward making it a core objective of effective climate service uptake.

To allow this to happen, a **programme level gender and inclusion action plan is required**, which would allow programme support to projects in designing and implementing their own action plans, relevant to the individual country context.

The Learning Event provided the positive reflection that WISER has been able to progress GESI well, with consensus from the projects that gender and equity were relevant aspects of climate-related products. As such, the initial step of gender sensitivity awareness raising within implementing partners is not considered necessary at this point. However, two gaps were identified which would warrant future support:

- At the programme level, staff require additional support in ensuring that projects and programmes are designed through a GESI lens.
- Many projects are already working in an inclusive way, but their metrics lack gender related indicators and so progress was not captured.

Expectations

- To design and deliver a bespoke GESI workshop for Met Office programme staff - to raise awareness and skill levels sufficiently to enable them to support, assess and review projects against the GESI Action Plan, as well as support in the creation of project level Action Plans
- To lead the creation of a GESI Action Plan at Met Office level that can be contextualised for different programmes. This should be aligned to the DAC Gender Policy Marker and draw on FCDO expertise and expectations

Deliverables

- A programme level GESI workshop
- A co-created GESI Action Plan at Met Office level that can be contextualised for different programmes and used as a foundation for the creation of project level Action Plans
- A high-level stakeholder buy-in presentation of findings from the workshop, the substantive sections of the Action Plan and proposed next steps

Timeline and milestones

Inception Report	Aug
Workshop delivery	Sept
First draft of Action Plan	Oct/Nov
Presentation of findings from the workshop and Action Plan	Nov
Final delivery of the Action Plan	Dec

It is expected that the successful contractor will speak virtually with WISER Fund Management on a fortnightly basis to review progress and address any risks or issues.

Budget

This ToR is expected to take in the region of 20 – 25 days.

Next Steps

Interested individuals or organisations are requested to submit a max. two page Expression of Interest (EoI), outlining the proposed methodology, timeline and costings. In addition, attachments of relevant experience (CV or equivalent) and at least one example of relevant work and two references should be submitted.

EoIs to be submitted by email to WISER@metoffice.gov.uk with a copy to Claire.gray@metoffice.gov.uk by **Tuesday 3rd August, 16:00 GMT**, with Teams calls held with those shortlisted on **Thursday 5th August**. The contract is expected to start in August, with contract closure by end of December. There is no scope to go beyond the closure dates.

EoI Evaluation Criteria

EoIs will be evaluated against the following criteria:

- Consultant relevant skills, experience, and example of similar work
- Value for Money
- Demonstration of the technical knowledge required through the plan proposed
- Appropriateness of proposed timeline