

United Cities and Local Governments Asia-Pacific

Terms of Reference

Vacancy No	:	019/UCLG ASPAC/UA/XI/2025
Position	:	Consultant for Waste Management Project Profiling
Division	:	Strategic Services and Programme
Project/Programme	:	The Integrated Urban Climate Action for Low-Carbon & Resilient Cities (Urban-Act)
Budget line		50651 Urban-Act Project; Budget line 50651.2.2 National/Local Experts
Supervisor	:	National Project Coordinator
Duty Station	:	Remote
Duration	:	December 2025 - June 2026 (7 Months)
Posting date	:	19 November 2025
Closing date	:	30 November 2025

BACKGROUND

The United Cities and Local Governments Asia Pacific (UCLG ASPAC) represents cities and local governments across the region, advocating for their interests and promoting sustainable urban development, good governance, and effective self-government. With its mission to strengthen the role of local governments and improve community well-being, UCLG ASPAC fosters cooperation, innovation, and knowledge sharing to address common challenges.

One of its flagship initiatives of UCLG ASPAC, the Urban-Act (Integrated Urban Climate Action for Low-Carbon & Resilient Cities), supports the transition to low-carbon and climate-resilient urban development in China, India, Indonesia, Thailand, and the Philippines. The Urban-Act is a forward-looking initiative funded by the Federal Ministry for Economic Affairs and Energy (BMWE) of Germany through the International Climate Initiative (IKI), and implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit GmbH (GIZ) in collaboration with the United Nations Economic and Social Commission for Asia and the Pacific (UNESCAP), and other consortium partners.

The Urban-Act project is structured around four outputs: improving institutional frameworks for climate-sensitive development (Output 1), strengthening inclusive and evidence-based planning (Output 2), preparing bankable project concepts for urban climate action (Output 3), and enhancing knowledge through regional networking and peer learning (Output 4). The pilot cities of Urban-Act in Indonesia, Padang and Medan, continue to receive support across all four outputs.

Under Output 3, Urban Act Pilot Cities, including Padang and Medan, have developed capstone projects focusing on waste management. This output is designed to strengthen the capacity of the pilot cities to utilise technical support in climate-sensitive investment planning, project preparation, access to finance, and inclusive action planning. Waste management plays a critical role in climate mitigation. Improving waste processing, reducing reliance on landfill, and promoting recycling all help lower greenhouse gas emissions—particularly methane, which is significantly more potent than CO₂. By transforming waste into valuable resources through

circular approaches, these projects not only enhance environmental sustainability but also contribute significantly to cities' broader climate action agendas.

The initial stage of project proposal development on waste management has been established in Padang and Medan, and other Urban-Act pilot cities in the region since 2023:

- a. **Medan City** aims to address its daily production of around 2,000 tons of waste, much of which ends up in unmanaged landfills, generating severe environmental and health risks. Its project introduces an integrated system combining TPS3R (community-based waste sorting and recycling facilities), maggot centres utilising Black Soldier Fly larvae to convert organic waste into compost and animal feed, and recycling centres to recover plastics and metals.
- b. **Padang City** focuses on improving municipal solid waste management through segregation and resource recovery. Generating around 600 tons of waste daily—60% of which is organic and largely disposed of in landfills, projected to reach capacity by 2026—the city plans to establish Integrated Resource Recovery Centres (IRRCs) – a project initiated by UCLG ASPAC and UNESCAP, and strengthen existing Waste Banks as segregation hubs. These IRRCs will process both segregated and unsegregated waste into compost, animal feed, energy, and recyclables, while also serving as educational facilities for sustainable waste practices. This initiative directly supports climate mitigation by reducing methane emissions, extending landfill lifespan, and minimising pollution from waste leaks.
- c. **Other cities of Urban-Act with waste management as a project focus area**, which are adopting various innovative concepts. These initiatives range from improving waste collection and segregation systems to promoting circular economy approaches, waste-to-energy technologies, and community-based recycling programmes—each tailored to the local context and aimed at enhancing environmental sustainability and climate resilience.

Padang and Medan have developed waste management project proposals that have been presented at various international urban development platforms, such as the World Urban Forum (WUF) and the Asian Governors and Mayors Forum (AGMF). These events have provided valuable opportunities for both cities to showcase their initiatives and receive constructive feedback on their waste management capstone projects. Building on these initial project ideas, Padang and Medan are encouraged to further refine their proposals by conducting detailed technical assessments, strengthening their climate rationale, and aligning project scopes with relevant financing instruments. Such refinement is essential to ensure that the proposed projects are technically sound, financially viable, and well-positioned to access early project preparation support. To facilitate this process, UCLG ASPAC seeks to engage a dedicated consultant to provide technical assistance and guidance, **enabling Urban-Act pilot cities to transform their concepts into robust, fundable, and bankable project proposals that contribute to national and local climate action goals.**

While the consultancy will primarily focus on supporting Padang and Medan as Urban-Act pilot cities in Indonesia, its scope will not be limited to these two cities alone. In parallel with developing and refining the project proposals for Padang and Medan, the consultant may also be requested to provide technical inputs, reviews, or refinements for other Urban-Act pilot cities across India and Thailand. This inclusive approach ensures cross-learning, promotes regional coherence in waste management and climate mitigation strategies, and strengthens the overall impact of the Urban-Act programme across participating countries.

OBJECTIVES

The consultancy aims to support the development of fundable and bankable waste management project proposals for Urban-Act pilot cities. Building on the initial concepts and preliminary proposals prepared by cities, the consultancy will refine and strengthen these ideas by enhancing their technical soundness, climate rationale, and alignment with relevant financing instruments. The expected outcome of this consultancy is to bridge cities towards the submission of proposal documents to appropriate funding platforms, a process that will be facilitated by UNESCAP (in collaboration with GIZ Indonesia).

SCOPE OF WORK

- a. Assess/review the current proposals of the waste management project in Padang and Medan, to identify strengths, weaknesses and areas for improvement. This assessment should include, but is not limited to, the following technical aspects:
 - Waste generation and composition analysis: Review and validate data on waste types, quantities, and sources to ensure accurate baseline information.
 - Technology options and feasibility: Evaluate the appropriateness, efficiency, and scalability of proposed technologies (e.g., TPS3R, IRRCs, maggot centres, recycling facilities).
 - Site suitability and infrastructure: Assess land availability, accessibility, supporting utilities, and environmental safeguards.
 - Logistics and collection systems: Analyse existing waste collection, transportation, and segregation mechanisms, including potential integration with informal waste sectors.
 - Resource recovery potential: Identify opportunities for recycling, composting, and energy recovery to optimise circular economy outcomes.
 - Environmental and climate impact assessment: Estimate potential greenhouse gas emissions reductions.
 - Financial and economic viability: Capital expenditure (CAPEX) for infrastructure and technology, Operational expenditure (OPEX) for running facilities, revenue potential, operational sustainability, and opportunities for Public Private Partnership (PPP).
- b. Refinement of the current project concepts, based on review/assessment findings. The refinement comprises:
 - Strengthen the technical aspects mentioned in point (a).
 - Enhance the institutional framework, defining clear roles and responsibilities of involved entities, including city governments and the potential private sector.
 - Update the implementation plan (e.g., project timeline and phasing).
- c. Develop “Best practice replication guide on waste management”. The consultant’s scope of work also includes contributing to the finalisation of guidelines for waste management best practice replication, including case studies (*the initial draft has already been developed*), which aligns with Output 4: Enhancing Knowledge through Regional Networking and Peer Learning under the Urban-Act programme.
- d. Coordinate continuously with UCLG ASPAC and UNESCAP to ensure that the proposals meet quality standards and eligibility criteria for proposal submission and presentation to potential financiers:
 - Identify, assess, and align the projects with appropriate funding platforms for early project preparation support and potential investment opportunities.

- Support the evaluation of funding eligibility criteria, application process and proposal alignment with the targeted mechanisms (e.g., BPD LH), which is facilitated by UNESCAP and UCLG ASPAC.
- In collaboration with UCLG ASPAC, UNESCAP and GIZ, carry out market sounding sessions with financing institutions that have been identified as potential partners for project financing.
- Participate in coordination meetings with UCLG ASPAC, UNESCAP, GIZ, and relevant partners to communicate the project follow-up actions.

DELIVERABLES

The consultant is expected to deliver the following outputs:

1. **Assessment Report** – summarising the review of existing waste management proposals in Padang and Medan, including key technical, financial, and institutional findings.
2. **Refined Project Proposals** – updated and improved proposals for both cities, incorporating technical enhancements, strengthened climate rationale, and alignment with potential funding instruments.
3. **Best Practice Replication Guide on Waste Management** – the final draft document of Best Practice Replication Guide on Waste Management.
4. **Final Proposal Packages** – complete and ready-to-submit project proposals for cities, including all supporting documents required by the identified funding platforms.
5. **Submission of Proposals** – facilitate and assist cities in the **submission of the final proposals** to the selected funding platform(s) in close coordination with **UNESCAP** and **UCLG ASPAC**.

Available resources for the consultant's reference:

- a. Padang and Medan, and other Urban-Act pilot cities waste management project proposal (relevant links, datasets, and reference materials will be shared with the consultant upon commencement of the assignment).
- b. Integrated Solid Waste Management Master Plan/*Rencana Induk Sistem Pengelolaan Sampah* (RISPS) of Padang and Medan City.
- c. Indonesia 2050 Zero Waste, Zero Emission Roadmap.
- d. Nationally Determined Contribution (NDC) and Long-term Strategy for Low-Carbon and Climate Resilience (LTS-LCCR 2050).
- e. Minister of Environment and Forestry of the Republic of Indonesia Regulation (*Permen LHK*) No. 12/2024 on "The Implementation of Nationally Determined Contribution (NDC) in Addressing Climate Change" or other relevant waste-related regulations.

DURATION

The consultancy will be carried out for 7 Months, from December 2025 to June 2026.

QUALIFICATIONS AND EXPERIENCE

Specific expertise:

- Strong technical background in solid waste management systems, resource recovery, and circular economy approaches.
- Proven understanding of climate change mitigation and adaptation, including greenhouse gas accounting related to the waste sector.

- Demonstrated experience in developing bankable or fundable project proposals, preferably for international financing mechanisms (e.g., GCF, GEF, BPDH, or similar).
- Demonstrated experience in developing a guideline document (e.g., best practice replication guideline, case study, or similar).
- Proven ability to conduct technical, financial, and institutional assessments and translate findings into actionable project recommendations.

Special Requirements of the Assignment:

- Advanced university degree (Master's or equivalent) in Environmental Engineering, Urban Planning, Waste Management, Climate Change, Sustainability, or a related field.
- Minimum of 7 years of relevant professional experience in the design, assessment, or implementation of waste management or climate-related infrastructure projects.
- Experience working with local governments and multi-stakeholder processes, including public, private, and community-based actors.
- Familiarity with UNESCAP, GIZ, UCLG ASPAC, or other international development partners' procedures and frameworks is an advantage.
- Strong facilitation and coordination skills, particularly in stakeholder engagement and multi-sectoral collaboration.
- Ability to deliver high-quality outputs under tight deadlines and work independently while maintaining close coordination with project partners.
- Considerable travel may be required.

SUPPORTING TEAM

The position will be supervised directly by the National Project Coordinator – Urban Act in coordination with the Climate Project Officer.

HOW TO APPLY

Interested candidates are invited to submit CVs outlining their capacity and experience in consultancy services to recruitment@uclg-aspac.org with a copy to helmi.abidin@uclg-aspac.org, and nyoman.yoga@uclg-aspac.org.

Only shortlisted candidates will be contacted. Applications must be submitted online by 30 November 2025 at 5.00 pm (Jakarta Time or GMT+7).

ANNEX: TIMELINE

Phase and activities	2025	2026					
	Dec	Jan	Feb	March	April	May	June
Phase 1: Assessment and Review <ul style="list-style-type: none"> - Review available project documents and data of project proposal - Conduct comprehensive assessment on technical and financial aspects, as well as institutional assessment of existing waste management proposals. - Identify data gaps and areas for improvement 							
Phase 2: Proposal Refinement <ul style="list-style-type: none"> - Refine project proposals based on assessment findings - Strengthen climate rationale, financing strategy, and institutional arrangements 							
Phase 3: Best Practice Replication Guide on Waste Management <ul style="list-style-type: none"> - Collect and compile the best practices from knowledge cities on waste (Indonesia and other cities) - Develop a guideline of replication (method, practices and guide for implementation) 							
Phase 4: Collaboration with UNESCAP and Funding Alignment <ul style="list-style-type: none"> - Collaborate with UNESCAP to identify and assess suitable funding platforms - Conduct market sounding session with potential financing institutions (for Indonesia) - Align project proposals with eligibility criteria and submission requirements of targeted funding mechanisms 							

Phase and activities	2025	2026					
	Dec	Jan	Feb	March	April	May	June
Phase 5: Finalisation and proposal submission <ul style="list-style-type: none"> - Finalize the fundable/bankable project proposals for Padang and Medan - Facilitate and assist cities (Padang and Medan) to submit the final proposals to the identified funding platforms (in coordination with UNESCAP, UCLG ASPAC, and GIZ Indonesia) 							