



TERMS OF REFERENCE

Consultant - Development of Youth Entrepreneurship Strategy and Action Plan - Brunei Darussalam

Job Title: Consultant - Development of Youth Entrepreneurship Strategy and Action Plan - Brunei Darussalam

Project Location: Brunei Darussalam / Remotely

Period: 25/06/2021 - 30/09/2021 (50 days at £400 per day) (inclusive of VAT)

Total Fees: £20,000

Travel related expenses: £3,000 (if required)

Background

Youth unemployment is a serious and growing challenge in Brunei Darussalam. Two-thirds of the country's population is under 30 years of age and only 17 percent of the working age population have formal jobs. Youth labour force participation rates are also much lower in comparison with other ASEAN states. The International Monetary Fund (IMF) 2019 Country Report indicated that youth unemployment in Brunei, which is now highest among ASEAN countries, poses a concern and needs to be addressed. In the report, the IMF recommended a need for strong economic growth and a structural labour market reform to address the unemployment issue. The report also suggested that the country leverage technology and digitalization that could help turn Brunei's young and tech-savvy population into an asset.

The report stated that the unemployment rate increased to 9.3 percent in 2017 from 6.9 percent in 2014, when the Labour Force Survey was last conducted. In the same period, the youth unemployment rate increased from 25.3 percent to 28.9 percent. While unemployment rates for all levels of education are high, those with a vocational background have the highest unemployment, underscoring the need for enhancing the quality of vocational training and reducing skill mismatches.

Based on international experience, the IMF warned that large and persistent unemployment rates lead to skill attrition, depreciated human capital, outward migration of skilled labour, and an increase in social and political resistance to reforms. Long-term youth unemployment can even erode social cohesion and damage political, economic and social institutions. The IMF stated that youth unemployment is more sensitive to economic growth than adult unemployment. This sensitivity may be due to the concentration of youth in cyclically sensitive industries, such as manufacturing, wholesale and retail trade, hotels and restaurants, and SMEs, which employ a big share of the labour force.

Diversifying the economy, supporting entrepreneurship, attracting more foreign direct investments, and developing private sector growth are also critical, according to the IMF.

Due to the low incidence of secure and sustainable jobs in the formal sector, the creation of a better enabling environment for more young people to become entrepreneurs, self-employed workers and, eventually, job creators is one of the most effective ways in which the Government of Brunei Darussalam can address the challenge of youth unemployment. This requires a thorough situational analysis, wide-ranging stakeholder consultations, quantitative and qualitative research, and policy reform guided by the micro and macro socio-economic and environmental factors likely to affect the country in the future.

Over many years, the Commonwealth Secretariat has made concerted efforts to encourage youth entrepreneurship as a pragmatic and proven strategy for addressing spiralling youth unemployment and to positively harness young people's potential. In order to assist governments in member countries to create an enabling environment in which youth entrepreneurship can flourish, the Commonwealth Secretariat, in partnership with the United Nations Conference on Trade and Development (UNCTAD), has developed a Policy Guide on Youth Entrepreneurship. The Policy Guide plays an important role in supporting governments to create an environment in which youth entrepreneurship can thrive, partnerships can develop and networks across sectors (private and public) can achieve collective impact.

As with many other countries both in the region and the global south in general the impact of the COVID-19 pandemic in Brunei has been dramatic. Although the country has done well in largely mitigating the human cost of the pandemic with just 3 recorded fatalities do far. However, the economic impacts have been inescapable and as with elsewhere young people have been disproportionately affected.

Rationale

The Government of Brunei Darussalam through the Ministry of Culture Youth and Sports has requested the Commonwealth Secretariat for technical assistance to help develop a National Youth Entrepreneurship Strategy and Action Plan. This strategy will provide the required conducive and supporting environment for young entrepreneurs to start, sustain and grow businesses.

The Commonwealth Youth Programme (CYP) will facilitate technical assistance to Brunei Darussalam through the engagement of a short-term consultant based in the country or region, who will serve as the focal point and project lead. The consultant(s) will work in close cooperation with the Government of the Brunei Darussalam, CYP and other national and international stakeholders with the objective of finalising a National Youth Entrepreneurship Strategy and Action Plan by the end of the project period.

Objective

The overall goal of the consultancy is to develop a National Youth Entrepreneurship Strategy and Action Plan for Brunei. Specifically, the objectives are:

- To Conduct a needs assessment study and situation analysis on youth employment and entrepreneurship
- Based on research, analysis, and consultations in Phase 1, develop and finalise a National Youth Entrepreneurship Strategy and Action Plan for Brunei Darussalam.
- Conduct relevant national stakeholder consultations and a validation workshop.

Scope of Work & Key Responsibilities

The Consultant will be expected:

I. Situational Analysis

- Conduct situation analysis of labour market conditions, youth employment / unemployment trends and the socio-economic context in Brunei Darussalam;
- Conduct situation analysis on current levels of government, multilateral and private sector support and promotion of youth entrepreneurship in Brunei Darussalam;
- Identify key challenges and opportunities on youth entrepreneurship in Brunei Darussalam, including identifying critical gaps or shortfalls under the following six key pillars and providing a check list of questions for each pillar in the *Policy Guide on Youth Entrepreneurship*:
 - a. Formulating a national entrepreneurship strategy
 - b. Optimising the regulatory environment
 - c. Enhancing entrepreneurship education and skills development
 - d. Facilitating technology exchange and innovation
 - e. Improving access to finance
 - f. Promoting awareness, networking and mentoring
- Review current policies, laws and regulations that have a significant impact on youth entrepreneurship in Brunei Darussalam and assess institutional frameworks and the capacity of key stakeholders relevant to youth entrepreneurship;
- Collect, present and analyse all relevant and latest qualitative and quantitative data on issues relating to youth entrepreneurship - making particular reference to the policy areas specified in the Commonwealth's *Policy Guide on Youth Entrepreneurship*;
- Using the Commonwealth's *Policy Guide on Youth Entrepreneurship* as a reference, identify policy priorities and recommend context-specific measures on entrepreneurship
- Undertake consultation with key stakeholders (including Government, private sector, young entrepreneurs, and key agencies/stakeholders)

II. Youth Entrepreneurship Strategy and Action Plan for Brunei Darusaalam

- Develop a draft Youth Entrepreneurship Strategy and Action Plan for Brunei Darusaalam, based on the policy recommendations in I above.
- Conduct a consultation and validation workshop on the draft Youth Entrepreneurship Strategy and Action Plan for feedback and validation;

- Finalise and submit the *Brunei Darussalam Youth Entrepreneurship Strategy and Action Plan* with specific goals, targets, outcomes, indicators, time-bound actions and a monitoring & evaluation framework.

Deliverables, Timelines & Remuneration

The consultant will be responsible for both the design and implementation of the situational analysis and development of the Youth Entrepreneurship Strategy and Action Plan, as well as the writing of an inception report.

The consultant will be expected to work closely with and provide regular updates and feedback to the Commonwealth Secretariat on the progress of the analysis.

The consultant will be paid a total of £20,000 (50 days at the daily rate of £400). The duration of the project will be from May - August 2021.

Deliverable	Detail	Due Date	Remuneration
Inception Report	Concise report detailing the scope of work to be undertaken.	30/06/2021	£5,000 (25%)
Draft Situational Assessment Report	Concise situational Assessment report.	26/07/2021	£5,000 (25%)
Draft Youth Entrepreneurship Strategy and Action Plan.	Draft Strategy and conduct of the national consultation and validation workshop.	31/08/2021	£5,000 (25%)
Final Situational Assessment Report and Youth Entrepreneurship Strategy and Action Plan.	Finalise situational Assessment report and Strategy	30/09/2021	£5,000 (25%)
Total			£20,000 (100%)

Reporting

The Consultant will be reporting to Sushil Ram, Programme Manager, Social Policy Development Section of the Commonwealth Secretariat. It is expected that the consultant(s) will work closely with the Government of Brunei through the Ministry of Culture Youth and Sports

Person Specification

Education

- A Bachelor's degree in international development; public policy; economics; or any other relevant social sciences discipline is required.
- A Master's degree is highly desirable.

Experience

- Minimum 5-years in research or consulting experience in the fields of international development, public policy, employment/entrepreneurship policy or a related technical field.
- Familiarity with the relevant stakeholders with regards to the youth employment and entrepreneurship landscape in Brunei Darussalam or the region.
- Demonstrable experience in designing and developing youth employment and entrepreneurship policy and programmes.
- Proven ability to work under pressure and meet deadlines.
- Excellent analytical, communication and writing skills in the English language.