

# GREATER ACCRA RESILIENT AND INTEGRATED DEVELOPMENT (GARID) PROJECT

## TERMS OF REFERENCE

### PREPARATION OF A RESETTLEMENT ACTION PLAN (RAP) FOR PARTICIPATORY UPGRADING OF TARGETED PRIORITY FLOOD PRONE LOW-INCOME COMMUNITIES IN THE ODAW RIVER BASIN, ACCRA.

#### 1. Introduction

The Government of Ghana has secured funding from the World Bank to finance the Greater Accra Resilient and Integrated Development (GARID) Project. The project aims at improving flood risk management and solid waste management along the Odaw River Basin of the Greater Accra Region, and to improve access to basic infrastructure and services in targeted communities within the Basin. The project will invest in flood mitigation measures within the Odaw River Basin of the Greater Accra Region for six years (2020–2025). Additional interventions to help achieve flood mitigation include reduction of solid waste entering the Odaw primary channel and key tributaries by improving Solid Waste Management (SWM) capacity. To ensure sustainable improvement of the living environment within highly vulnerable flood-prone low-income communities, the project will support participatory urban upgrading in three targeted communities located in high flood-prone areas.

The GARID project comprises five interrelated components (1) Climate Resilient Drainage and Flood Mitigation Measures, (2) Solid Waste Management Capacity Improvements, (3) Participatory Upgrading of Targeted Flood Prone Low-Income Communities and Local Government Support (4) Project Management; and (5) Contingent Emergency Response (CERC). The various components are described below:

#### *Component 1: Climate Resilient Drainage and Flood Mitigation Measures*

This component is being implemented by the Ministry of Works and Housing (MWH), and includes structural improvements of drainage systems, and flood water management through upstream water conservation, development of flood retention areas, as well as improving early flood warning and response capacity in Greater Accra Region. Specific activities to be implemented under this component include:

- Improvements in urban drainage and flood management in Odaw drainage basin through dredging and de-silting of the Odaw channel;
- Improvement of drainage systems (i.e. widening of Odaw river outlet to the sea; lining of major drainage channels; and construction of selected secondary channels in the Accra Metropolitan Area);
- Development of flood water retention areas; and
- Improvements in flood response systems through better infrastructure for flood forecasting and warning systems.

#### *Component 2: Solid Waste Management Capacity Improvements*

Activities under component 2, to be implemented by the Ministry of Sanitation and Water Resources (MSWR) are community-focused, targeting areas that have been selected for investment in drainage and sanitation. Sub-activities under this component include:

- Improving community-level solid waste management through provision of waste bins and skips and technical services for solid waste collection;
- Community mobilization and awareness raising;
- The application of a results-based incentive approach to enhance waste management and good sanitation practices; and
- Improving solid waste management capacity in Greater Accra by identifying, assessing and improving waste collection, treatment and disposal facilities.

*Component 3: Participatory Upgrading of Targeted Flood Prone Low-income Communities, and Local Government Support*

This component is jointly implemented by Ministry of Inner City and Zongo Development (MICZD) and Ministry of Local Government and Rural Development (MLGRD). The MICZD will identify highly flood-prone informal settlements and *Zongos* to benefit from participatory community upgrading. The basic infrastructure upgrade and services in these communities is informed by geospatial and social vulnerability diagnostics, community consultation and technical advisory services. The MLGRD will complement these activities by facilitating Metropolitan governance and assisting metropolitan assemblies in their capacity for Operation and Maintenance of infrastructure through the following;

- ✓ Establishing and institutionalizing inter-jurisdictional coordination among local governments
- ✓ Assessing and improving O&M of drainage infrastructure at the local level
- ✓ Providing annual local capacity support grants as incentives to the participating local governments.

*Component 4: Project Management*

This component is supporting project management activities of implementing entities and preparatory studies for subsequent phases of the GARID project.

Specifically, this component supports activities including:

- Technical assistance, equipment, training and operating costs for the Project Coordination Unit (PCU), Project Implementation Units (PIUs) in implementing agencies, and Municipal Planning and Coordination Unit (MPCUs) in MMAs;
- Establishing and implementing a comprehensive monitoring and evaluation (M&E) system; and
- Training of the implementing agencies in environmental and social management, grievance redressal, procurement and financial management.

The Component also supports planning for the next project phase through technical assistance, feasibility studies and preparation of detailed designs for implementation and other studies identified and agreed during implementation.

*Component 5: Contingent Emergency Response Component (CERC)*

The CERC was designed to allow for the rapid reallocation of funding between project components, following an emergency. Following the outbreak of COVID-19 pandemic, the government and the World Bank duly activated CERC and allocated some funds from GARID towards strengthening the government's response to the disease in the country.

## 2. Participatory Infrastructure Upgrading in Targeted Flood Prone Low-Income Communities

The Greater Accra Region (GAR) has a long history of flood hazards with several devastating events recorded since the 1950s. Many such flood events have occurred in informal settlements which are located within the low-lying areas. Informal settlers constitute about 38.4 percent of AMA's population and are exposed to several challenges including shelter deprivation, lack of access to clean water and sanitation, low-quality of life, and/or no security of tenure (Engstrom et al. 2017; United Nations-HABITAT 2008).

The Accra DRM-Poverty survey (2015) shows that the population in the city is largely exposed to flooding, although the poorer households are worse exposed and vulnerable to flood events. The urban poor in the GAR tend to reside in low-lying areas, often residing in informal settlements<sup>1</sup> characterized by overcrowding, sub-standard housing, poor access to basic services, and highly exposed to natural hazards, cholera, and fire events. There are also sizable Zongo communities<sup>2</sup> which are marginalized socioeconomically and spatially. Local roads and footpaths in these communities are in bad shape and access to potable water and sanitation services is inadequate and below demand. The Ghana Water Company (2020) estimates that the daily shortfall of water supply in Accra is approx. 30 million gallons. About 46 percent of households in the GAR do not have access to improved household toilets (flush toilet or Kumasi Ventilated-Improved Pit) and these households are mostly located in the slums. The existing solid waste management services in most informal settlements is far less than required, and thus leading to indiscriminate disposal of waste in open spaces and drains<sup>3</sup>. Based on their exposure to flood risks and the accompanying poor socioeconomic characteristics, a select number of these informal communities are targeted to benefit from basic infrastructure under the GARID project.

The beneficiary communities have been selected based on a predetermined criteria: (a) located outside the danger zone, that is, areas still being flooded even after interventions to achieve T50<sup>4</sup> are in place, as these communities should be relocated to safer grounds instead; (b) vulnerability to flooding; (c) low income levels (that is, priority given to areas where the poorest reside); (d) poor access to basic services such as drainage, water, sanitation, solid waste management provision of dry weather access, and; and (e) demonstration effect (ability to show tangible results for public support and replication). Based on this criteria, the following communities are slated for initial interventions: Nima, Akweteman, and Alogboshie. The total area of land to be covered by the interventions and the estimated number of people to benefit directly from the interventions in each of the three communities is set out in Table 1.

Table 1: Communities Selected

Area No.	Name	MMDA	Area (ha)	Population <sup>5</sup>
1	Nima	Ayawaso East	33	25,963
2	Akweteman	Okaikei North	18	15,550
3	Alogboshie	Okaikei North	17	13,200
<b>Total</b>			<b>68</b>	<b>54,713</b>

Source: MICZD, 2019.

<sup>1</sup> Based on the United Nations-Habitat definition that there is at least one shelter deprivation in the form of lack of clean water and sanitation; insufficient living space; low-quality, unaffordable housing structures; and/or no security of tenure.

<sup>2</sup> Zongo communities in Ghana are a microcosm of people from the lower and middle classes of tribes from both northern and southern Ghana, as well as immigrants from neighboring countries and normally characterized by poor social services.

<sup>3</sup> World Bank. 2017. Enhancing Urban Resilience in the Greater Accra Metropolitan Area, City Strength Resilient Cities Programme.

<sup>4</sup> T50 indicates a flood return period of 50 years.

<sup>5</sup> Compiled from the latest census.

The upgrading interventions proposed in each of the three beneficiary communities are as follows:

**a. Nima (Covered Drain Section)**

The proposed interventions at the Nima covered drain section would include;

- Construction of alley ways on either side of drains
  - ✓ Excavation and disposal of solid waste
  - ✓ Filling of gullies/trenches
  - ✓ Pavement of Alley ways
- Connection of tributary drains to main drain
- Installation of Streetlights
- Provision of waste bins
- Provision of recyclable waste buy-back centres

Figure 1 shows the existing situation and the model of the proposed improvements for Nima upgrading.

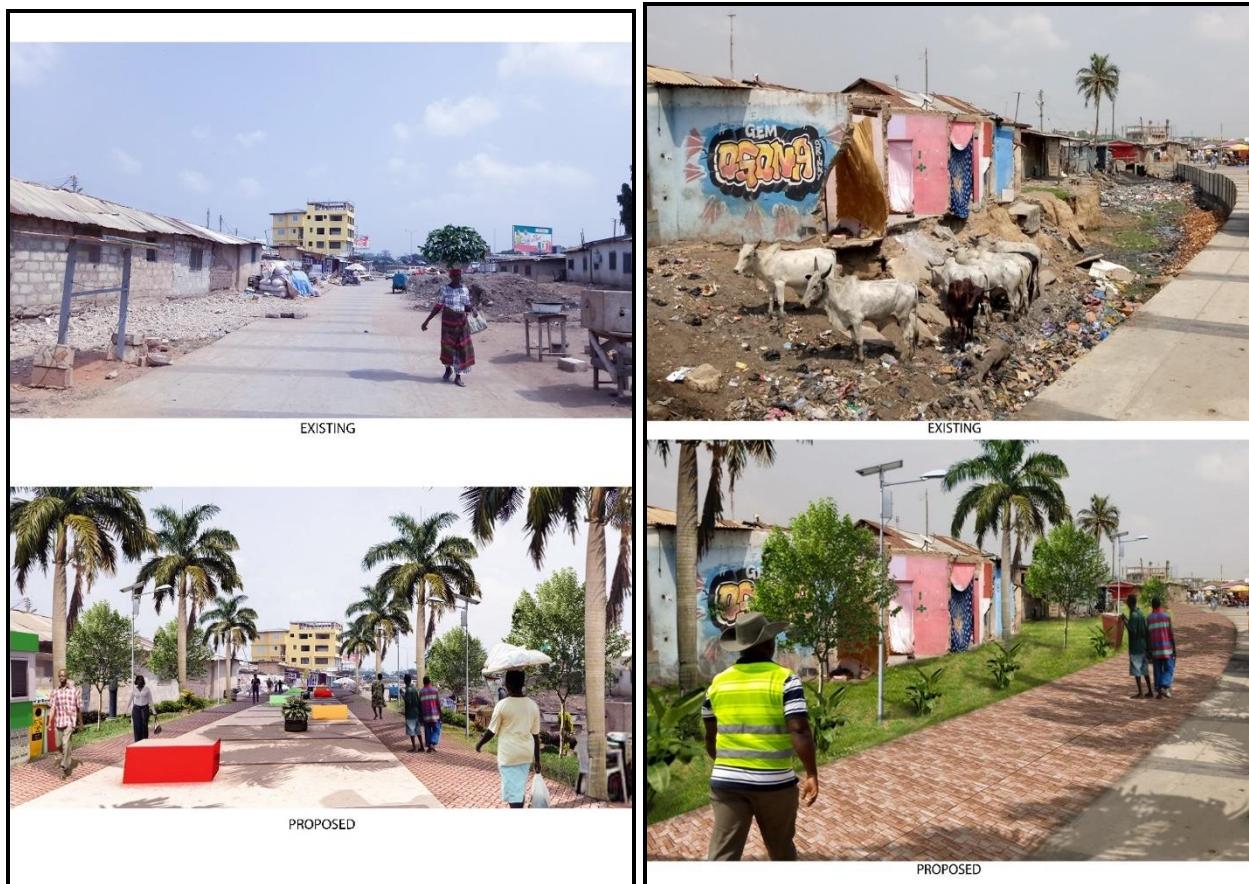


Figure 1: Proposed Improvements on Nima Upgrading

### b. Akweteman

The proposed interventions are as follows;

- Reconstruction of U drains within the neighbourhood
- Identification and rehabilitation of safe havens
- Provision of recyclable waste buy-back centres

Figure 2 shows the existing situation and the model of the proposed improvements for Akweteman upgrading.



Figure 2: Proposed Improvements on Akweteman Upgrading

### c. Alogboshie

The proposed interventions are as follows;

- Construction of access roads

- Construction of a bridge (Vehicular and Pedestrian) to connect access roads across the Odaw to Achimota
- Construction of a retention pond
- Installation of Streetlights
- Provision of waste bins
- Identification and rehabilitation of safe havens
- Provision of recyclable waste buy-back centres
- Capping of Alogboshie dumpsite

Figure 3 shows the existing situation and the model of the proposed improvements for Alogboshie upgrading.



Figure 3: Proposed Improvements on Alogboshie Upgrading

### 3. Potential Project Impacts

Based on site visits, the design and implementation of some of the proposed interventions in the three communities are expected to extend key environmental and social impacts, including land acquisition and involuntary resettlement and impact on livelihood, and thus require careful consideration to safeguard public interest, health, and the environment. As indicated in table 1 above some amount of land is required for the construction and to facilitate the movement of construction equipments.

In line with Ghana's Environmental Assessment Regulations LI 1652, 1999, the proposed upgrading of the three (3) communities is considered a significant undertaking with potential significant environmental and social impacts. The GARID Project also triggered the World Bank Safeguards policies: Environmental Assessment Policy OP4.01 and the Involuntary Resettlement Policy OP4.12. Together, the country regulations and the World Bank policies require that projects with significant thresholds of social and environmental impacts must first assess and plan to avoid or mitigate the adverse social and environmental impacts; in this case, land acquisition and involuntary resettlement.

#### **4. The Need for A Resettlement Action Plan**

In conformance with World Bank's environmental and social policies for investment projects, an Environmental and Social Management Framework (ESMF) and a Resettlement Policy Framework (RPF) were prepared and disclosed prior to project appraisal to manage potential environmental and social risks associated with the proposed interventions. These safeguards documents provide guiding principles, processes and procedures to be followed to ensure that environmental and social risks and impacts associated with subproject activities are adequately addressed. Pursuant to Ghanaian laws, World Bank policies and provisions of the ESMF, an Environmental Impact Statement (EIS) is required to understand the potential implications, alternatives and mitigations to consider, to ensure sound decision-making, and to enhance development outcomes of the subprojects, and to obtain the EPA Environmental Permit for the works. The EIS is a pre-condition for permitting of works and designed to assess major project impacts, consider alternative project designs, and to outline and implement measures for mitigating anticipated project impacts. The Government, through the Ministry of Inner City and Zongo Development will commission an ESIA to assess pertinent environmental and social impacts. Based on preliminary screening, the participatory upgrading interventions as described above may induce physical and/or economic displacement and would require the preparation of Resettlement Action Plans or Abbreviated Resettlement Action Plans in accordance with the projects resettlement policy framework.

Along with the ESIA process, and specific to the requirements of the World Bank's policy on Involuntary Resettlement (OP 4.12), the Ministry of Inner Cities and Zongo Development seeks to recruit a Consultant to prepare a Resettlement Action Plan (RAP) for the participatory urban upgrading works as detailed out in the preceding paragraphs. This Terms of Reference (TOR) is designed to inform the hiring and commissioning of the consulting services for the RAP which will be implemented to mitigate the impacts of involuntary resettlement on the local population and other affected entities. The RAP will detail the full scope and magnitude of project impacts relating to displacement and involuntary resettlement on the local population and propose mitigation measures for addressing the impacts prior to commencement of the aforementioned works.

#### **5. Objective of the Assignment**

The overall objective is to prepare a Resettlement Action Plan (RAP) to be implemented prior to commencement of the urban upgrading activities. The RAP must be consistent with the policy objectives and requirements of both the World Bank policy OP 4.12 and Ghanaian laws and regulations. The specific objectives of this assignment are to:

- a) Assess the nature and magnitude of project displacement and involuntary resettlement impacts;
- b) Propose project alternatives that can be considered (or will be considered during implementation) to avoid or minimize displacement;
- c) Conduct a socio-economic study of the project area, including a census of all Project-Affected Persons (PAPs) and entities to inform the RAP and other associated management plans (e.g., livelihood restoration plan);

- d) Identify, collect inventory and evaluate the potential impacts of the project on landholdings, structures (both residential and businesses), and the livelihoods and economic assets of local communities. Collect photographs, footage and GIS coordinate information on each of the potentially adversely affected land and other assets, descriptions of the size and material composition of all structures; a description of the function of the structure/entity, and occupancy and ownership information. The inventory/asset survey will be the basis for valuation and compensation and other appropriate mitigation measures, and shall be made available in a database for easy access and analyses;
- e) Provide livelihood assistance to PAPs (including waste pickers at the dumpsites to be capped) in their efforts to restore and/or improve on their livelihood and standard of living with the aim of restoring their livelihoods to at least pre-project levels.
- f) Assess and determine PAP eligibility for impact mitigation measures, including entitlement to compensation, replacement land, provision of skills training, and additional livelihood restoration measures with the estimated budget for each restitution proposed;
- g) Identify, assess and plan alternative resettlement site(s) if needed;
- h) Prepare a RAP that sets out the mechanisms by which impacts will be mitigated; including an entitlement matrix that establishes clear parameters and entitlements for PAPs; describes institutional mechanisms for RAP implementation (including timelines, responsible actors, and mandates), as well as a process for continuous information exchange with PAPs, mechanisms for consultation, time schedules, methods for payment of compensation, and a budget for RAP implementation;
- i) Identify and recommend specialized assistance for vulnerable households that may be directly impacted by the project;
- j) Create awareness about the project and consult local communities on all anticipated impacts on their assets and livelihood activities;
- k) Identify, via the RAP, local decision-making bodies that will be part of RAP implementation and compensation negotiations;
- l) Develop, in a participatory manner, a Grievance Redress Mechanism (GRM), to be described in the RAP and implemented as an integral part of the project; and
- m) Propose a monitoring, evaluation and reporting system to track and monitor progress and completion of RAP activities prior to commencement of works, including a RAP completion audit.

## **6. Scope of the Assignment**

The scope of the assignment includes but is not limited to:

*6.1 Inform and consult with PAPs, local communities and host communities (in case there is resettlement) in the local language commonly used in the three communities aimed at creating awareness about the project and its impacts, and, more importantly, enable PAPs to provide input into the RAP and discuss resettlement options, if any:*

- Inform PAPs and local communities about project activities and their associated social and environmental impacts;
- Identify and consult beneficiary MMDAs, NGOs, and Community-Based Organizations (CBOs) operating in the project areas;
- Seek feedback from PAPs, local communities, host communities and local governments on resettlement options;



- Document all stakeholder consultations, including the name(s) of the communities, groups or entities met, date and location of event, list of attendees with contact information, and summary of issues discussed, agreed or outstanding among others;
- Develop and describe a mechanism for continuous information exchange with PAP during resettlement implementation; Assess and incorporate community and stakeholder concerns into the design of the RAP; and
- Develop a costed Grievance Redress Mechanism (GRM) in a participatory manner that will create mechanisms for PAPs and stakeholders to seek redress should they have any issues in RAP and/or project implementation.
- Ensure and document in the RAP that consultations are participatory, inclusive (of all groups of stakeholders /PAPs, gender, vulnerable groups etc.) and meaningful.

### *6.2 Conduct PAP census and asset inventory including valuation of assets for compensation and resettlement activities.*

- Work with the relevant Ministry and the respective local government authorities to set the cut-off dates for eligibility to compensation benefits and to implement a moratorium on development at the project sites prior to commencement of the asset survey;
- Ensure that in addition to the agreement reached between the parties on the cut-off date, it also follows the guidelines of OP 4.12. The cut-off date will be disseminated through a culturally appropriate mechanism.
- Conduct a census of PAPs, making sure that each PAP is uniquely identifiable, including the use of geo-tagging to enhance use of technology in implementation and in resolving conflicts.
- Conduct a census of impacted physical assets and enumeration of livelihood assets and economic activities aimed at identifying and defining the different project impacts types, including any potential temporary or permanent land acquisition associated with the project (for say borrow pits and/or workers sites, etc.);
- Work with the Lands Valuation Division of the Government's Lands Commission from the onset to value impacted assets and structures based on most current country valuation systems and also complying with WB OP 4.12 (which dictates that compensation should be based on the replacement cost of the impacted asset as if new, without depreciation);
- Identify, assess and plan alternative resettlement site(s), if physical resettlement is warranted following the analyses of the asset survey, consistent with the provisions of OP 4.12 and Ghana's Land Use and Spatial Planning Act, 2016 (Act 925);
- Develop an entitlement matrix, describing project impact types and determining the respective compensation and resettlement assistance to be provided for each impact type (i.e., land, assets, livelihoods, temporary or permanent relocation, etc.); and
- Estimate the budget for implementation of the RAP, clearly providing amounts for each activity, including those of the grievance redress team, disclosure and working with the Ministry to identify sources of funding for RAP and LRP implementation.

### *6.3 Conduct a socio-economic baseline of PAPs and adjoining neighborhoods to be used for future monitoring of resettlement and RAP completion*

- Conduct a socio-economic survey of all PAPs and local communities, using participatory methods and seeking to understand local socioeconomic and cultural patterns that have direct implications for the urban upgrading interventions proposed in these communities. The survey will be carried out in a gender sensitive manner and should pay special attention to vulnerable households to be affected;

- Record the basic demographic and socioeconomic data of the sampled population from the PAPs and adjacent project communities;
- Capture gender and other key aspects of PAPs' livelihood activities;
- Propose effective institutional arrangements and a strategy for continuous consultation with affected persons; and
- Determine arrangements for implementation and participatory monitoring, including the establishment of baseline indicators, monitoring and reporting arrangements, and key monitoring indicators.

#### *6.4 Prepare a Resettlement Action Plan (RAP) and if needed a standalone Livelihood Restoration Plan (LRP)*

Drawing from existing and new data from the above activities (6.1 to 6.3), the Consultant will prepare the RAP for the project. At minimum, the RAP will include the following sections:

##### *Definitions:*

- A page for important "definitions" used in the RAP. These should be in compliance with OP 4.12 and national laws of Ghana. The information in the RAP should be as per these definitions.

##### *Scope of the RAP:*

- The scope of the RAP in terms of components and activities covered needs to be laid out.

##### *Methodology:*

- Provide the methodology for preparing the RAP including use of secondary data and primary data along with stakeholder consultations

##### *Project Description:*

- General description of the proposed urban upgrading areas. Description of the proposed activities, works, and impacted sites.
- Potential Impacts - Identification of: (i) the Components and/or activities that require resettlement or restriction of access; (ii) the zone of impact of each relevant Component and/or activity; (iii) alternatives considered to avoid or minimize resettlement or restricted access; and (iv) mechanisms established to minimize resettlement, displacement, and restricted access, to the extent possible, during project implementation.

##### *Baseline data and Identification of impacts:*

- The findings of the rapid socio-economic studies that have been conducted (see 5.3 above). Generally, this consists of: (i) census data on the PAPs as of the declared cut-off date; and (ii) the relevant demographic and socioeconomic characteristics of the affected households, including a description of livelihood and economic activities, labor, and household organization; (iii) census or inventory of projects impacts on houses, business structures, land, and other economic interest.
- Information from the ESIA studies and reports.
- Baseline data on livelihood activities and magnitude of project impacts on those activities.
- Information on vulnerable groups or persons (if any).
- Provisions to update information on the displaced persons' livelihoods and standards of living at regular intervals so that the latest information is available at the time of their displacement.
- All project impacts (positive and negative) covered under the RAP will be identified in descriptive as well as quantitative terms.

##### *Legal and institutional framework:*

An analysis of Ghana's legal and institutional framework applicable to land acquisition and involuntary resettlement in Ghana.

- Description of the existing legal and policy framework for land acquisition (both at country level and the World Bank policy on Involuntary resettlement (OP 4.12), and indicate differences between National and World Bank policies.
- Provide the gap analysis table to include among others, identification of gaps between national laws and OP 4.12 along with gap filling measures that will apply to the Project.
- Description of the existing land and land use policies.
- The institutional framework governing RAP implementation. This will include;
  - Government agencies responsible for resettlement activities;
  - Traditional authorities or community level governance structures that may have specific roles RAP implementation;
  - Civil society groups/NGOs that may have a role in RAP implementation;
  - The institutional capacities of these agencies, offices, and civil society groups for carrying out RAP implementation, monitoring, and evaluation; and
  - Brief on institutional capacities and proposals for enhancing the capacities of the relevant agencies and groups, particularly in the consultation and monitoring processes.

*Eligibility criteria for and entitlements:*

- Definition of the identified displaced persons or PAPs and the criteria for determining their eligibility for compensation and other resettlement assistance.

*Valuation of and compensation for losses:*

- The methodology used for valuing losses or damages for the purpose of determining their replacement costs.
- A description of the proposed types and levels of compensation, consistent with WB OP4.12 and national laws and measures, as necessary, to ensure that these are based on acceptable values (e.g., replacement cost without depreciation and/or market rates).
- Ensure use of current market.
- Allow salvage of material
- Incorporate measures for inflation in case of delays in implementing the RAP

*Resettlement measures:*

- *A description of the compensation and other resettlement measures that will be delivered to assist PAPs in achieving the resettlement objectives.* These measures may include cash compensation, replacement housing, replacement land, and livelihood restoration measures.
- *Livelihood restoration plans for PAPs may include provisions for skills training, jobs during construction activities, and start-up capital for establishing alternative income generating activities.*
- *Entitlement matrix.* A matrix specifying the resettlement measures that will be provided to mitigating each impact type.

*Community Consultation:*

Consistent with the World Bank's policy on consultation and disclosure and in adherence to social distancing and safety measures under the COVID-19 context, a strategy for consultation with, and participation of, PAPs and host communities throughout the RAP implementation, should include:

- A description of the strategy for consultation with and participation of PAPs and hosts in the design and implementation of resettlement activities;
- A summary of the consultations and how PAPs views were considered in preparing the RAP (see 6.1 above);

- A review of resettlement alternatives presented and the choices made by PAPs regarding the options made available to them, including choices related to forms of compensation and resettlement assistance, relocating as individual families or as parts of pre-existing communities or kinship groups, and sustaining existing patterns of group organization.
- Description of strategies for public disclosure of RAP and project information.
- Provide description of consultation measures that are participatory, inclusive and meaningful.
- Provide responses to issues raised and document how they have been incorporated in the RAP and if not, reasons for not doing so.

*Grievance Redress Mechanism:*

- A systematic mechanism for ensuring access to grievance redress (including definition of clear structure and processes and procedures, description of timelines, documentation, and budget, and identification of responsible actors);
- Arrangements for how PAPs can lodge legitimate complaints and concerns to project authorities throughout project design and implementation.
- Mechanisms that are locally appropriate and accessible to all PAPs including vulnerable groups (e.g., small informal traders, waste pickers, squatters, youth, and women).
- Provide measures for addressing GBV/SHEA complaints keeping in view the need to maintain confidentiality.
- Provide indicators for the GRM

*RAP implementation responsibilities:*

- Determine the implementation arrangements, including institutional structures and responsibilities with clear roles for each of the various agencies and local authorities.
- These responsibilities should cover: (i) delivery of RAP compensation and rehabilitation measures and provision of services; and (ii) appropriate coordination between agencies and jurisdictions involved in RAP implementation.

*Implementation schedule:*

- An implementation schedule should be included covering all RAP activities from preparation through implementation to monitoring and evaluation.

*Costs and budget:*

- The RAP should provide detailed (itemized) cost estimates for all RAP activities, including: (i) contingencies; (ii) timetable for expenditures; (iii) sources of funds; and (iv) arrangements for the timely flow of funds.

*Monitoring and evaluation:*

- Arrangements for monitoring of RAP activities by the implementing agency, and the independent monitoring of these activities, should be included.
- Provide M&E processes, indicators, frequency, roles /responsibilities and reporting of information in the RAP.

**7. Method of Assignment**

The method to be adopted for carrying out preparation of the RAP must be participatory and include the following:

- Consultation for data gathering, including guided questions, focus group discussions and a stakeholder map showing the various stakeholders who are interested in and/or affected by the project;

- Consultation of the key stakeholders, especially the Project-Affected Persons (PAPs) and relevant institutions; and
- Documentation and disclosure of agreed and/or contentious issues for resolution.

The consultant shall comply with all national, WB and WHO COVID-19 prevention and management protocols throughout the RAP preparation and implementation process.

## **8. Qualification Requirements**

The Consulting firm/Consultant must be a legally registered consulting firm. Other characteristics of the Consultant include:

- Must have been in the business of preparing Resettlement Action Plans (RAPs)/Abbreviated Resettlement Action Plans (ARAPs) over a period of not less than 10 years;
- Should be registered with a relevant regulatory institution;
- Must have experience in preparing RAPs on World Bank projects; and
- Must have requisite management in place.
- Experience in working with gender and low-income/informal communities
- Good inter-personal and communication skills

The firm will field a team of specialists, as indicated below, under the leadership and supervision of a Lead Consultant. The CVs of the specialists should be included in the proposal.

### **i. Lead Consultant**

A Social Scientist with a post-graduate degree (MA or higher) in Economics, Social Development, Human Geography, Planning or Development Studies or a related field. In addition, the lead must:

- Be recognized by Ghana's EPA or any other regulatory institution(s) as a RAP Consultant;
- Have at least 10 years of direct professional experience in performing social impact assessments, collection and analysis of socio-economic data, development of social management plans, land acquisition and involuntary resettlement, stakeholder engagement and community development projects;
- Have led in the preparation of RAPs/ARAPs, at least, 10 projects;
- Have led in the preparation of RAPs/ARAPs, on at least, 2 urban upgrading projects;
- Have experience in working on Government of Ghana and World Bank regulations and policies on land acquisition and involuntary resettlement;
- Good report writing and communication skills in English and at least one dominant language in the area of impact; and
- Must be a member of a professional body or association of impact assessment practitioners.

### **ii. Community and Stakeholder Engagement Specialist**

- Must have a Master's degree (or equivalent) in International Development, Economics, Public Administration, Social Sciences, Project Management, or another related field.
- Must have, at least, 10 years of professional experience in stakeholder engagement, community development, project /programme management or other related field.
- Must have experience in working with a wide spectrum of stakeholders, governmental and non-governmental institutions, local communities and civil society organizations and other relevant stakeholders would be an asset.

- Must have proven experience in at least 5 donor funded projects in undertaking participatory public and stakeholder engagement assignments in the context of Ghana.
- Must have experience in designing project specific Grievance Redress mechanisms to resolve complaints from PAPs and other interested parties
- Must have an appreciable understanding of one of the predominant languages in the area.
- Be a member of a professional body or association.

### iii. **Land Valuation Specialist**

- Must have a Master's degree (or equivalent) in Land Economy, Real Estate, or another related field.
- Must have, at least, 10 years of professional experience in property and land valuation
- Must have proven experience in at least 5 donor funded projects in undertaking property and land valuation in the context of Ghana.
- Be a member of a professional body or association.

### iv. **Geographic Information Systems (GIS) Specialist**

- Must have at least a Bachelors degree in Geography, Planning or related discipline.
- Must have at least 5 years in spatial/geographic data collection and mapping.
- Must have working experience in mapping slums and informal settlements in Ghana.

## 9. Time Frame

It is expected that the assignment will be completed in ten **(10) weeks** including submission of the Final RAP.

## 10. Deliverables and Timetable

### ***Inception Report***

The Consultant shall submit an Inception Report within two (2) weeks after commencement of work, detailing the Consultant's approach, methodology and detailed work plan for achieving the above objectives of the assignment. This should include (i) a clear approach to asset surveys and valuation, types of PAPs and types of assets; (ii) templates of the census and asset survey forms as part of the Work Plan; (iii) and a Consultation Plan for engaging the PAPs and other key stakeholders.

The Consultant will submit **three (3) hard copies and an electronic copy** (in MS Word and pdf) of the Inception Report. The Inception Report will be reviewed by the MICZD, PCU and the World Bank's Safeguard Specialists within one (1) week of submission.

### ***Draft RAP***

The Consultant will prepare and submit **eight (8) hard copies and an electronic copy** (in MS Word and pdf) of the draft RAP to MICZD and PCU within **eight (8) weeks** after commencement of the assignment for review and feedback. The draft RAP shall also be submitted to the LVD and World Bank for review and feedback. The Consultant shall present key highlights of the draft RAP to PAPs and other key stakeholders for comments and feedback at a public forum or other engagement medium consistent with the COVID-19 protocols. The draft RAP will include sections as proposed in 6.4 above.

### **Final RAP**

The Consultant will prepare and submit **ten (10) hard copies and an electronic copy** (in Word and pdf) of the Final RAP to MICZD and PCU within **two (2) weeks of receipt of collated comments and feedback** on the draft RAP from the client. The final RAP will incorporate comments and feedback provided at the draft stage.

The deliverables and time schedules are presented in the table below:

<b>Deliverable/Output</b>	<b>Timing for Deliverables/Output</b>	<b>No. of copies</b>
Inception Report	Within <b>2 weeks</b> from commencement date of contract	<b>Three (3)</b> hard copies and a soft copy
Draft RAP	Within <b>8 weeks</b> from commencement date of contract	<b>Eight (8)</b> hard copies and a soft copy
Final RAP	Within <b>2 weeks</b> after Consultant is provided with review comments on draft RAP	<b>Ten (10)</b> hard copies and a soft copy

### **11. Disclosure**

The Ministry of Inner Cities and Zongo Development (MICZD) Project Implementation Unit (PIU), with the support of GARID Project Coordinating Unit (PCU), will facilitate the disclosure of the final RAP by making copies available to the World Bank and the Project Support Units (PSUs) of the relevant Metropolitan and Municipal Assemblies. The Consultant will work with the Ministry and PCU to facilitate disclosure of the RAP at the local/community level in the local language. The World Bank will also facilitate the disclosure of the final RAP on the Bank's external website.

### **12. Client's Input and Counterpart Personnel**

- a) The Client shall provide the following for use by the Consultant;
  - Environmental and Social Management Framework of GARID
  - Resettlement Policy Framework of GARID
  - Satellite Images of the three Communities (Nima, Akweteman and Alogboshie)
- b) The Consultant shall liaise with the PIU Lead and the Social Safeguards Focal Person of MICZD during the conduct of the RAP and is expected to work in close collaboration with the Social Safeguards Specialist at the PCU.

### **13. Reporting/Supervision of RAP Preparation**

All reports and documents shall be submitted under official cover letter by the Consultant to:

The Chief Director  
Ministry of Inner Cities and Zongo Development (MICZD)  
Christianborg Castle, Osu-Accra  
Attention: Director of PPME

MICZD PIU, with the support of PCU, will facilitate the submission of the inception report, draft RAP and final RAP to the World Bank, PSUs of local authorities and other relevant institutions for their review.

#### 14. Indicative Outline of the RAP

- **Executive Summary**
- **Introduction**
  - *Purpose of the RAP*
  - *Methodology for the assignment*
- **Objectives of the RAP**
- **Description of Project Location**
- **Description of project activities**
  - *Technical description of the project*
  - *Coverage of the RAP*
- **Description of Potential Impacts**
  - *Involuntary resettlement*
  - *Zone of impact*
  - *Impacts emanating from resettlement options*
  - *Alternatives considered to avoid, minimise, and/or mitigate displacement and involuntary resettlement*
- **Socio-Economic Study of the Affected Population**
  - *Social and cultural characteristics of the communities (i.e., age, ethnicity, religion, occupation, opinions on the project)*
  - *Current occupants*
  - *Magnitude of losses*
  - *Information on vulnerable groups*
  - *Land tenure, property, and transfer systems*
- **Review of Policies, Legal and Institutional Frameworks**
  - *Ghanaian laws and regulations on land acquisition and Involuntary Resettlement (e.g. constitution of Ghana, Lands Act 1962 and 2000 amendment, etc)*
  - *Country policies on land and land use*
  - *Country institutional and administrative framework*
  - *World Bank Policy on Involuntary Resettlement*
  - *Gaps between Ghanaian Law and World Bank Policy on Involuntary Resettlement*
- **Census and Socio-Economic Survey of PAPs**
  - *Household/PAP Census*
  - *Asset Surveys and Inventory*
  - *Basic demographic data*
  - *Income and expenditures profile*
  - *Community relations, social capital, etc.*
  - *Census cut-off date*
- **Eligibility criteria for compensation and other assistance/entitlements**
- **Valuation of assets and compensation for losses by type and level of impact**
  - *Income restoration and improvement*
  - *Movable and immovable assets*
  - *Method of Valuation of PAPs assets*
- **Resettlement Measures**



- *Description of the type and nature and methods of compensation to be provided to the different affected persons (cash compensation, replacement house, replacement land, livelihoods measures, etc.)*
- *Matrix of compensation for impact types and other resettlement assistance*
- *Other measures*
- **Public Consultations and Disclosure**
  - Description of the various stakeholders*
  - Major findings, agreements and/or contentious issues for resolution from consultations with PAPs, community groups, NGOs, and local authorities;*
    - *Community participation*
  - *Planned activities for consultation and disclosure of the RAP, and key findings at global, national, and local levels*
  - *Procedure and planning for continuous information and consultation with PAP during RAP implementation*
- **Institutional Arrangements for RAP Implementation**
  - *Source of funding to pay compensation to PAPs*
  - *RAP Implementing Agency (s)/institution(s)*
- **Grievance Resolution Process**
  - *Steps-wise process for submitting grievances and complaints*
  - *Dispute resolution process including timing for each stage in the process.*
  - *Follow-up actions*
- **RAP Implementation Costs, Budget and Timetable**
  - *RAP implementation budget*
  - *RAP implementation schedule*
  - *Arrangements for the timely flow of funds*
- **Monitoring, Review and Evaluation of the RAP**
  - *RAP Monitoring and Evaluation arrangements*
  - *Arrangements for execution of RAP activities by implementing agencies*
  - *Key monitoring indicators*
  - *Monthly review*
  - *Annual review*
  - *RAP Evaluation and implementation completion audit*
- **Annexes**

These should include the following:

  - *Maps of the project area depicting land use of the area, including various rights and titles (including businesses and residences)*
  - *Census and Survey instruments and tools*
  - *Data sets presenting the results of the socio-economic survey and assets inventory*
  - *Grievance Registration Form*
  - *Compensation Claim form*
  - *Record of public consultations including announcement/ notice of meetings, minutes of public consultations (list of persons and institutions consulted, photos, issues discussed, and responses by PAPs, MMAs, the Lands Commission, Project Community Opinion Leaders, Residents Associations in the Project Landscapes, and other key stakeholders)*
  - *List of names and qualifications of the Consultant Team performing the assignment*
  - *Other relevant documents*
  - *Compensation valuation report*
  - *Nominative list of all PAPs, impacted assets and proposed compensation amount*
  - *RAP implementation monitoring and reporting template*