

Greater Accra Resilient and Integrated Development Project

Terms of Reference for

Recruitment of a Technical Advisor to assist MWH in the implementation of Component 1

A. Background

1. The Government of Ghana has requested for the World Bank's support to finance its proposed Greater Accra Resilient and Integrated Development (GARID) Project. The Bank's support would be financed by an IDA Credit of US\$200 million. The Ministry of Finance also requested a total of US\$4 million Project Preparation Advance to undertake project preparation for the proposed Greater Accra Resilient and Integrated Development Project.

2. Project Development Objectives. The development objective of the proposed Project is to strengthen flood and solid waste management, and provision of public services to targeted vulnerable communities in Odaw basin in Greater Accra Region.

3. Project Description. The proposed Project will adopt a phased approach to improvement of drainage and solid waste management in Odaw basin, focusing on improving the resilience and living conditions of targeted low-income urban dwellers. Specifically, the Project will support the following components:

(i) Component 1: Climate Resilient Drainage and Flood Mitigation Measures. Led by the Ministry of Works and Housing (MWH), this component will support drainage and flood management improvements within the Odaw drainage basin through both structural intervention (retention basins, tidal gates, drains and dredging) and nonstructural intervention (early warning and response system).

(ii) Component 2: Solid Waste Management Capacity Improvements. The Ministry of Sanitation and Water Resources (MSWR) will lead this component to improve solid waste management capacity and raise awareness through community-based solid waste collection initiatives, construction of transfer stations, and a city-wide public educational campaign.

(iii) Component 3: Participatory Upgrading of Targeted Flood Prone Low-Income Communities and Local Government Support. This component is jointly implemented by Ministry of Works and Housing (through the Project Coordinating Unit) and Ministry of Local Government Decentralization and Rural Development (MLGDRD), and participating local governments to support communities that are most vulnerable to flooding risks through participatory community upgrading and when inevitable participatory resettlement, in conjunction with the improvements in drainage, and solid waste management investments. Additionally, it aims to support metropolitan planning and coordination among municipalities through establishing joint development committees, and strengthen organizational capacity of implementing units and project management support.

(iv) Component 4: Project Management. Supports project management activities of the implementing entities and preparatory studies for the subsequent phases of the Series of Projects (SOP). This includes technical assistance, equipment, training, and operating costs for the Project Coordination Unit (PCU), Project Implementation Units (PIUs) in

the Implementing Agencies (IAs), and Municipal Planning and Coordinating Units (MPCUs) in Metropolitan and Municipal Assemblies (MMAs), including establishing and implementing a comprehensive M&E system and training the IAs in environmental and social management, grievance redress, procurement, and financial management.

(v) *Component 5: Contingent Emergency Response Component (CERC)*. A no-cost Contingent Emergency Response Component (CERC) was included in the design of the GARID in accordance with OP 10.00, paragraphs 12 and 13. The CERC enables rapid reallocation of funding between project components following an emergency. In March 2020, following the outbreak of the COVID-19, it was triggered by the Government leading to the reallocation of funds in the GARID project through the CERC to support the Ghana COVID-19 Emergency Preparedness and Response Project. The Ministry of Health is responsible for the implementation of the activities under CERC.

4. Implementation and Management Arrangements. The project implementation and management arrangement are as follows:

Project Leadership (strategic, policy and technical guidance)

- Overall inter-ministerial steering/oversight committee to provide strategic, policy and political guidance. Intended to meet once every quarter, and as and when required.
- An inter-sectoral-jurisdictional technical committee comprising all relevant MDAs and MMDAs. To meet more frequently to support day-to-day implementation as needed.
- Ad hoc sub-technical committees as and when needed.

Project Management (Implementation and coordination of activities)

- An overall Project Coordination Unit (PCU) is hosted within the MWH. The PCU will be responsible for overall management of implementation, monitoring and evaluation, reporting, fiduciary, safeguards, and grievance redress. This would be the point of contact with the World Bank.
- A Project Implementation Unit (PIU) will be hosted in each of the three (3) lead implementing Ministries to lead implementation of the respective components. These will work closely with the PCU..
- MMDA level implementation will be facilitated by and mainstreamed into the existing Planning Coordinating Units (which is made up of various departments of the assembly). Environmental Health Units will need to be co-opted as they are not currently a member of the coordinating units.
- All project implementation arrangements will be mainstreamed into the existing government institutional structure. Capacity can be augmented through hiring consultants subject to capacity assessment. Capacity building for long term sustainable management of projects will be a stated goal.

B. Objective of Assignment

The main objective of this assignment is to provide technical assistance for management and execution of all project activities relating to Component 1 through the Ministry of Works and

Housing Project Implementation Unit and the Hydrological Services Department through a National Consultant.

C. Scope of Services

The Technical Advisor as PIU Lead will have oversight responsibility for the financial management, procurement, contract management, social and environmental safeguard and monitoring functions relating to Component 1. The specific oversight responsibilities include the following:

- i. Preparation of Annual Work Plans and Budgets;
- ii. Preparation of Terms of Reference and specifications for procurement of goods, works and consultancy services;
- iii. Contracting through use of appropriate procurement procedures outlined in the Procurement section of the Project Implementation Manual;
- iv. Contract management and supervision of Component 1 activities;

D. General Tasks

- i. Advice and assist the Ministry of Works and Housing through the Project Implementation Unit in undertaking the identified interventions towards the achievement of the project development objectives.
- ii. Provide project management expertise to support the Ministry of Works and Housing in executing the activities under Component 1 as may be deemed necessary for achieving the project development objectives.
- iii. Lead the Ministry in the preparation of terms of reference for Component 1 related activities and in responding to reviews by the World Bank
- iv. Lead the Ministry's oversight of the various consultants and contractors in the implementation of Component 1 activities.
- v. Lead the PIU to coordinate the review of reports and designs submitted by Consultants and Contractors to the Client and collate all comments for onward transmission.
- vi. Coordinate the activities of the MWH PIU Monitoring and Evaluation staff in the collection of data/information required for the periodic updates of the status of the progress of implementation
- vii. Coordinate the activities of the MWH PIU Environmental and Social Safeguards staff in conducting the required safeguards assessments and in the review of reports submitted by Environmental and Social Safeguards consultants.
- viii. Support in the implementation of the Grievance Redress Mechanisms established by the Project.
- ix. Support in the design and implementation of community engagement activities directly focused or associated with Component 1 activities
- x. Supervise the establishment of areas of knowledge gaps among staff of the MWH PIU and oversee procurement of Consultants and Experts to be appointed to undertake training and other capacity building activities.
- xi. Provide hands-on mentoring for MWH PIU staff in the implementation of the project activities.

- xii. Advise the Ministry of Works and Housing in the establishment of the requisite institutional structures for sustainable urban drainage

E. Deliverables

The Technical Advisor and PIU Lead is expected to undertake the following:

- i. Prepare progress reports for Component 1 activities (Monthly, quarterly, biannually and annual).
- ii. Provide weekly updates for Gantt Charts and other tracking tools used for monitoring and evaluation of Component 1 activities;
- iii. Provide periodic updates for the risk register for Component 1 activities as when required;

F. Qualifications and Experience

- a. A degree in Civil Engineering or a related discipline;
- b. Post-graduate qualifications in project management or leadership
- c. A degree in law, governance or institutional development or business or public administration.
- d. A minimum of 10 years of practical experience in the design and supervision of flood risk management or flood alleviation projects
- e. A minimum of 5 years of practical experience in leading multi-disciplinary teams for the design and implementation of urban drainage infrastructure projects
- f. Excellent technical writing and presentation skills
- g. Demonstrable experience of contract management
- h. International experience is required
- i. Demonstrated familiarity with drainage management practice and related institutional reforms in Ghana
- j. Membership of a professional engineering body

G. Client Input, Counterpart Personnel and Facilities to be provided by the client

The Technical Advisor and PIU Lead will be based in the Ministry of Works and Housing. The Client will provide an office space and internet facility.

H. Reporting Relationship

The Technical Advisor and PIU Lead will report directly to the Chief Director of the Ministry of Works and Housing.

I. Duration of Contract

The Contract will be for a period of 2 years with an initial performance review after the first year.