

## Terms of reference

<i>Job Opening number</i>	:	21-United Nations Human Settlements Programme-148569-Consultant
<i>Job Title</i>	:	Urban policy and legislation expert - Nepal
<i>General Expertise</i>	:	Human Settlements
<i>Category</i>	:	Water and Sanitation
<i>Department/ Office</i>	:	United Nations Human Settlements Programme
<i>Organizational Unit</i>	:	UNHABITAT PD UBSB WSU

## Duties and Responsibilities

The United Nations Human Settlements Programme (UN-Habitat) is the agency for human settlements. It is mandated by the UN General Assembly to promote socially and environmentally sustainable towns and cities with the goal of providing adequate shelter for all.

The Urban Basic Services Section (UBSS) of the Urban Practices Branch aims to develop and implement pro-poor policies, norms, guidelines, standards, regulatory frameworks and operating procedures, for expanding access to urban basic services and improve the standard of living of the urban poor, with a focus on Water and Sanitation; Mobility and Transport; Energy; Waste Management; and the application of people-focused frontier technologies for service delivery.

The Policy, Legislation and Governance Section (PLGS) is one of the five sections/units of the Urban Practices Branch of UN-Habitat. This Section works on Policies, Legislation and Governance for sustainable urban development. The Section plays a critical role in implementing the relevant UN-Habitat Assembly resolutions, the relevant Sustainable Development Goals and the New Urban Agenda.

The "Scaling Citywide Inclusive Sanitation Service Systems" project supported by the Bill & Melinda Gates Foundation is aimed at 1) strengthening national data and information management systems for improved decision making around levels and reach of sanitation services in informal settlements; 2) building national and subnational capacity to integrate and advance Citywide Inclusive Sanitation (CWIS) in national-level programming through national urban policies; and 3) bolstering knowledge sharing and peer partnerships between sanitation service providers of the Global Water Operators Partnership Alliance (GWOPA) network of partners.

The urban development sector seldom appreciates the critical role of sanitation in improving public policy, health and eradicating poverty and inequality in cities and human settlements. Although the challenge of unsafe and inadequate sanitation and wastewater services acutely impact sustainable urban development, urban policies, strategies and plans rarely reflect the need to integrate sanitation systems. The CWIS project will sensitize urban development policy makers and practitioners at all levels on urban sanitation and CWIS framework and principles. It will also support national, subnational and local governments to review existing policies, strategies and plans to reflect sanitation with the wider urban development framework. To achieve this, the project will promote stronger coordination between departments responsible for water and sanitation and urban development to integrate urban sanitation

planning, design and management in a holistic manner. The project will also support the development of generic technical guidelines, tools, training materials and knowledge management products such as case studies, thematic learning notes and technical notes on the CWIS approach. Such tools will be widely disseminated to support countries interested in adopting the CWIS approach. These normative products will be tested, adjusted and validated in Nepal and Kenya.

Under the supervision of the WASH Expert, Urban Basic Services Section, Hezekiah Pireh Otieno, the Urban Policy and Legislation expert will:

1. Undertake in-depth country assessment, using the policy and legal assessment methodologies developed by the Policy, Legislation and Governance Section, to review national and subnational urban related policies and legislation jointly with authorities responsible for urban development and water/sanitation in Nepal. The expert will work closely with the UN-Habitat country team and authorities responsible for urban development and sanitation in Nepal to undertake an in-depth analysis to assess the priority and focus accorded to sanitation in the national and subnational urban development policies, strategies, plans and legislations of the two countries. The in-depth country assessment will:

a) Identify gaps and opportunities in the existing national and subnational urban policies, strategies, plans and legislations vis-à-vis the focus on sanitation.

- Assess to what extent sanitation is prioritized in the national and subnational urban policies, strategies and legislations.

- Assess how sanitation is mentioned or prioritized; evaluate if the national and subnational urban policies, strategies, plans and legislations explicitly or implicitly promote conventional approaches and/or a combination of both conventional and non-conventional approaches to sanitation outcomes.

- Assess national and subnational urban policies, strategies, plans and legislations against the benchmark of the CWIS framework – the CWIS outcomes are targeted and planned for in the NUP.

- Address the following question: Are there measures in the national and subnational urban policies, strategies, plans and legislations to promote the functions of CWIS systems that will advance and sustain SDG outcomes?

- Assess the national and subnational urban policies, strategies, plans and legislations against the seven CWIS principles by addressing the following key question: Do they promote the guiding principles for building systems or guiding transformations/reforms that will aid and sustain development.

b) Identify implementation challenges and opportunities/entry points for mainstreaming sanitation in the national and subnational urban policies, strategies, plans and legislation.

- Analyze existing capacities and other implementation challenges in mainstreaming sanitation in the national and subnational urban policies, strategies, plans and legislation.

- Evaluate the proposed strategies, reforms, actions in national and subnational urban policies, strategies and legislations that can be leveraged to mainstream sanitation with an objective to further the agenda of SDG 6 outcomes.

c) Provide recommendations for reinforcing the focus and prioritization of sanitation in the national and subnational urban policies, strategies, plans and legislations, adapt to the CWIS framework and principles to reinforce the prioritization of sanitation and leveraging existing structures of governance and reforms to accelerate the achievement SDG 6 outcomes.

- Formulate recommendations to promote CWIS outcomes, functions and principles (addressing gaps);

- Formulate recommendations to adapt CWIS outcomes, functions and principles (leveraging opportunities); and

- Recommend governance structures that will accelerate the achievement of SDG outcomes.

d) Undertake a stakeholder mapping to identify all relevant stakeholders (country team) to be engaged in mainstreaming CWIS in national and subnational urban policies, strategies, plans and legislations.

- Establish a stakeholders group composed of all relevant stakeholders drawn from different stakeholder groups and levels of government (national, subnational and local). The group will include key stakeholders from the urban development and sanitation departments at all levels (national, subnational and local), urban planning and policy experts, sector professionals and practitioners, private sector and representatives of civil society, local stakeholders and interest groups.

2. Organize and facilitate one national stakeholders workshop to validate the findings and recommendations of the country assessments jointly sponsored and supported by UN-Habitat and UNICEF and conducted by responsible authorities. Following the in-depth assessment undertaken in 1 above, two-day national workshops will be held in each country to share the results and agree on the main findings and recommendations of the assessments. Participants will include high-level policy makers, UN-Habitat and UNICEF country teams and the stakeholders group described in 1d above. Participation in the national stakeholder workshop will be gender balanced (50/50) in accordance with the UN System-wide Strategy on Gender Parity and UN-Habitat Policy and Plan for Gender Equality and Empowerment of Women. The involvement of high-level policy makers from both sanitation and urban development ministries in the workshops will enhance political commitment of the national and subnational governments to implement the work plan as well as to ensure the identification and availability of the funds and resources for implementation as well as monitoring. The Consultant together with the responsible authorities will present the outcome of the in-depth assessment. The participants will discuss the existing gaps in policies, strategies, plans and legislations vis-à-vis sanitation; implementation challenges and possible opportunities for integrating and mainstreaming CWIS into the overarching urban development policy and legislation frameworks to accelerate the achievement of SDGs 6 and 11. They will also review the feasibility of the recommendations and the process to accomplish the same vis-a-vis the gaps, implementation challenges and opportunities identified.

3. Co-develop and facilitate the adoption of country-specific work plan for mainstreaming CWIS into national and subnational urban policies, strategies, plans and legislation together with responsible water/urban ministries. Based on the discussions and decisions made at the national stakeholders workshops, the expert will work with the stakeholders group to develop country-specific work plans for mainstreaming CWIS into national and subnational urban policies, strategies, plans and legislation, taking into account the specific country needs and context. The work plan will be developed on the second day of the national stakeholders workshops. The work plans will be costed and reviewed and agreed by all concerned stakeholders including high-level policy makers and should include policy action areas to be covered, responsible stakeholders and accountability of implementation, capacity needs, resource requirements, and monitoring mechanisms. The work plan will be aligned with overall plans for the sanitation sector and the broader urban development agenda in Nepal.

### **Ultimate result of service**

Enhanced capacity of national and subnational governments in Nepal to upscale urban sanitation by mainstreaming CWIS framework and principles into national and subnational urban policies, strategies, plans and legislation.

### **Title & ID number of programme/project**

Scaling Citywide Inclusive Sanitation Service Systems  
WBSE: SB-014328.08

**Is any other department or office of the Secretariat or any other organization of the United Nations involved**

**in similar work to the best of your knowledge?**

No

**Travel Details**

*Applicable*

The Consultant will travel within Nepal for the assignment.

**Outputs/Work Assignment**

The expert will be responsible for the following outputs:

1. Report on the in-depth country assessment to review national and subnational urban related policies and legislation, including implementation challenges, opportunities/entry points and recommendations for mainstreaming sanitation in the national and subnational urban policies, strategies, plans and legislation.
2. Report on the stakeholders mapping and a stakeholders group composed of all relevant stakeholders drawn from different stakeholder groups and levels of government (national, subnational and local).
3. Report on the national stakeholders workshop to validate the findings and recommendations of the country assessments.
4. Country-specific work plan for mainstreaming CWIS into national and subnational urban policies, strategies, plans and legislation.

**Academic Qualifications;**

Education: Advanced University Degree (Masters or Equivalent) in urban policy and legislation, civil or water supply or environmental engineering or environmental science with knowledge on water supply, sanitation and environmental management or a first degree with the relevant combination of professional and academic qualifications.

Work Experience: At least ten (10) years of relevant experience in policy and legislation, water supply, sanitation and environmental management.

Languages: English and French are the working languages of the United Nations Secretariat. For the post advertised, excellent fluency in oral and written English is essential. Knowledge of French and/or Spanish or other United Nations official languages is an asset.

**Core competencies**

Professionalism - In-depth understanding of strategic direction and ability to transform it into results-oriented work programme. Ability to identify key strategic issues, opportunities and risks as well as to show persistence when faced with challenges.

Communication - Excellent and effective written and oral skills; ability to persuade people with varying points of view and to present information in a concise and accurate manner; ability to clearly communicate links between the organizations and to tailor tone, style and language to difference audience.

Planning and Organizing - Proven ability to plan, coordinate and monitor own work and that of others. Provide advice and guidance to others. Ability to work under pressure and identify priority activities and adjust as required.

Teamwork - Ability to interact, establish and maintain productive partnerships with clients with sensitivity and respect for diversity. Tact and negotiating skills; good judgement and decision-making skills.

## Supervision

Under the joint supervision of the Chief, Urban Basic Services Section and the Chief, Policy, Legislation and Governance Section, the expert will work under the direct supervision of the Project Manager.

## How to Apply:

Applications should include:

- Cover memo (maximum 1 page)
- CV in the PHP format, accessible through the INSPIRA website ([inspira.un.org](http://inspira.un.org)) Please note, if using INSPIRA for the first time, you need to register in order to activate your account, which will allow you to log in and create a personal History Profile.
- The PHP should be attached to the application as a PDF file.

Please also be advised that since April 15th 2010, applicants for consultancies must be part of the UN-HABITAT e-Roster in order for their application to be considered. You can reach the e-Roster through the following link: <http://e-roster.unhabitat.org>

All applications should be submitted by e-mail to:

Ms. Rose Mureithi  
Urban Basic Services Section  
Urban Practices Branch  
UN-HABITAT  
P.O. Box 30030, 00100 Nairobi, Kenya  
Email: [rose.mureithi@un.org](mailto:rose.mureithi@un.org)

Deadline for applications: 31 January 2021

## Expected Duration

5 months

## Evaluation Criteria