1. Introduction

Practical Action is an international development organisation putting ingenious ideas to work so people in poverty can change their world. We help people find solutions to some of the world’s toughest problems. Challenges made worse by catastrophic climate change and persistent gender inequality. We work with communities to develop ingenious, lasting and locally owned solutions for agriculture, water and waste management, climate resilience and clean energy. And we share what works with others, so answers that start small can grow big.

We're a global change-making group. The group consists of a UK registered charity with community projects in Africa, Asia and Latin America, an independent development publishing company and a technical consulting service. We combine these specialisms to multiply our impact and help shape a world that works better for everyone.

Our programme portfolio in Kenya in the recent past has been four inter-related sectors of renewable energy; agriculture and food security; urban water, sanitation, hygiene (WASH) and waste management; and climate and resilience.

2. Background of the consultancy assignment

Practical Action’s urban services programme work in Kenya has focused on WASH and Waste in informal settlements (largely targeting access to potable water, toilets, hand-washing
facilities, faecal sludge management and policy influencing at the county and national levels) in Kisumu City, the third largest metropolis in Kenya.

Given the success of this work, Practical Action wishes to assess the potential for it to be extended to other urban areas and counties in the Lake Region (which might include other settlements/towns in Kisumu County).

A summary of the learning and impact of our work through two key projects, *KisumuSan* and *Safe Pair of Hands*, is appended. In order to take this work to a larger scale, we are now seeking to carry out a two-part piece of research:

1. A largely desk-based study to review the provision of WASH and waste services in informal/low-income settlements in urban areas in the Lake Basin. This work will be completed by Practical Action internally.

2. To complement this, a field learning assessment aimed at filling in the data gaps from the desk based study will be conducted so as to establish from community members (especially the most vulnerable) and local stakeholders in 5 identified towns on what the needs and gaps are around WASH and waste in the Lake Basin for low-income/informal settlements. This work is the subject of this TOR.

Understanding the current trends and emerging issues, other key players in the sector and where and what their interventions are will be an important part of the research to ensure we add value and don’t duplicate. The findings of the desk research and the field learning assessment will be used to develop Practical Action Kenya’s new strategic direction in its cities work.

**Stage 1: Data collection:**

This stage will be completed by Practical Action internally. The objective is to gather information on potential urban locations in the Lake Victoria Basin for Practical Action to scale up WASH and waste management work. Prior to stage 2, Practical Action will review the above data and agree up to 5 locations for the field assessments and a methodology to help deliver the work.

**Stage 2: Field Assessments:**

This stage is the subject of a tender by external consultants.

### 3. Scope of the Field Assessments

The purpose of these field assessments is to fill in the data gaps from the desk based study, hear the voices of community members (especially the most vulnerable) and local stakeholders relating to needs and gaps in WASH and waste provision, and their engagement with key stakeholders on these issues.

Key areas of investigation will include:

- Reliable data on the latest population numbers for low-income settlements guided by the latest census results for the named urban centres. An in-depth analysis of census data a granular enough level for WASH and waste management for slums and low-income communities.
• The changing contexts in the towns including population growth rate for low-income areas over the last few years with clear growth projections, economic growth and water resources endowment
• The barriers faced by informal sector residents in securing access to WASH services (whether costs, distance, lack of infrastructure or other)
• The roles played by different actors in the sector and whether these are being fulfilled
• The extent to which different providers and other actors such as NGOs do or do not work together to provide WASH services (sector coordination).
• Perceptions of the service providers at all levels as to the barriers to providing WASH services
• The extent to which the Covid 19 pandemic has affected access to WASH services
• These assessments should also include the extent to which low income communities are affected by Climate Change/variability and its associated impacts. The analysis to clearly spell out the impacts of the same on WASH service provision for each of the 5 towns as per the table provided below;

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<th>Indicative impacts of climate change on supply</th>
<th>Indicative impacts of climate change on demand</th>
<th>Indicative impacts of climate change on infrastructure</th>
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The consultants will be expected to:

• Travel to the specified locations and carry out the field assessments, capturing the views of community members and service users.
• Ensure that data from service users is properly disaggregated by gender and other social inclusions, where appropriate, by other factors such as location within the research area.
• Capture the views of key stakeholders who are expected to include but not limited to:
  • WASH Service users in the community (households, institutions, residents’ associations, CBOs FBOs etc)
  • Utility companies and other service providers (waste collectors, water vendors and pit emptiers)
  • Private Landlords
  • Formal and informal waste workers, sanitation workers, and water service providers (e.g. operating small water kiosks).
  • Key government departments and agencies (water, environment, public health/sanitation, NEMA, WASREB etc).
Methodology

The field assessment methods should include a mixture of methods such as (but not limited to): transect walks and observation, focus group discussions (including using participatory learning and action tools), key informant interviews, and stakeholder workshops. Statistically significant sampling is not a requirement but researchers should give due attention to representation in terms of geographic placement of communities, income levels and demographics or other key factors. Consultants will need to submit a short methodology paper as part of their tender.

A draft report will be prepared and discussed with Practical Action who will indicate any changes required prior to finalisation.

Outputs and deliverables for the consultancy

a) A report of ten pages or less for each location which summarises;
   - The key issues identified by the various stakeholders and/or the researchers
   - The potential for Practical Action to make a meaningful intervention in the area.

b) An analytical summary of around ten pages which analyses WASH situation in all locations covered and recommends priority locations and areas for Practical Action’s future interventions.

Additional data may be appended to these reports.

Management of the Field Assessment Process

Selected consultants will report to Practical Action’s head of Impact and Influence. The consultants should indicate in their application a proposed assessment plan with a start date preferably in January 2022.

Duration – The assignment is expected to take a total of 6 weeks.

Terms of engagement

Practical Action shall make the payment in three instalments as indicated below

- 20% - On signing of contract and presentation of an inception meeting report including a concise methodology.
- 30% - On submission of a complete draft report
- 50% - On submission of a satisfactory final report incorporating comments by Practical Action and any other data sets and supporting evidence.

Key competencies and skills required for the assignment

Practical Action is looking for highly experienced and multi-skilled WASH and waste management professionals/consultancy firm(s) with the following minimum technical qualifications and experience:

- Minimum masters level education and/or training in water/environmental engineering, public health, urban and regional development/planning.
- Water, Sanitation and Hygiene WASH professionals with experience in qualitative and quantitative research methodology.
- In depth understanding of urban development issues with specific focus on informal settlements/ slums in large and medium sized urban centres/towns.
- Proven expertise in gender and social inclusion.
- Understanding of low-cost water, sanitation and waste management technologies and resource recovery along the service chains.
- Strong analytical, organizational, reporting and presentation skills.

**Guidelines for Submission of Expression of Interest**

Qualified and interested parties are asked to submit the following;

- Letter of interest in submission of a proposal
- A detailed technical proposal clearly demonstrating an indepth understanding of this ToR and including but not limited to the following;
- Consultant profile
- Evidence of compliance to all statutory requirements (KRA compliance, certificates of incorporation (if applicable) and registration with relevant professional bodies
- Description of the methodology
- Demonstrated previous experience in similar assignments and qualifications outlined in this ToR.
- Proposed timeframe detailing activities and a work plan.
- Team composition and level of effort of each proposed team member (include CVs of each team member).
- A financial proposal with a detailed breakdown of costs for the study quoted in Kenya shillings – the quotation should be per each of the five locations.

Consultants will need to quote per location to be visited as well as an additional fee for the summary paper (report) and should focus on 5 most vulnerable towns/locations in the lake basin region.

**Expression of Interest (EOI)**

Practical Action has internally completed the Stage 1 desk study and is now inviting interested and qualified consulting entities/firms to express interest for the Stage 2 field assessments to submit a complete proposal to recruitment@practicalaction.or.ke with the subject line “WASH and Waste Management Scoping Study in Lake Victoria Region” so as to reach Practical Action on or before 9th January 2022.
Annex 1: Data from Stage 1

This will be supplied to the consultants and is expected to include:

- A brief description of the towns and their main economic activities (e.g. industrial, agricultural, commercial, transport hub)
- Population data with gender, age (and, where possible, disability) breakdowns and annual growth rates, proportion living in low-income communities and growth of these. Socio-economic status such as proportion below the poverty line if that is available.
- Main sources of water: surface, ground water, wells, boreholes, piped supply etc for the town and specifically for low-income communities.
- Current coverage of potable water supply with disaggregation by type (at household/compound level, public standpipes, water kiosks etc) for the town and for low-income communities. What sources do low-income communities rely on? Are there problems of seasonal water shortage or flooding?
- Current coverage and quality of improved sanitation facilities (pits with slabs or better) for the town as a whole and for low-income communities including typical numbers of people sharing a toilet.
- Levels of waste generation and disposal methods (including faecal waste and other) (town and low-income communities).
- Extent to which informal waste and sanitation workers are organised (e.g. via co-operatives or business associations); and extent to which their activities are authorised/permitted by the local/county government?
- Data on incidence rates of water borne diseases (particularly as noted by clinics serving low-income communities)
- Coverage of water provision, sanitation and hand washing services in key institutions such as schools and clinics
- Effectiveness and level of coverage of utility companies: to what extent to they serve low-income communities, or get involved with on-site sanitation and pit-emptying?
- Mapping of other actors such as NGOs, CBOs or private companies engaged in the WASH and waste sector in each location and their specific roles and capacities.
- Presence of/inclusion in large programmes aimed at improving WASH or waste services, or slum upgrading in general – run either by the Government or by large donors (such as USAID). To what extent do these programmes reach/include low-income communities? What are their planned activities and locations in the coming years?
- Presence of large grassroots organisations such as SDI/ Muungano wa wanavijiji, or active women’s grassroots groups. Are these active and widespread?
- Presence of sanitation or waste private sector enterprises (such as Sanivation or Sanergy or others).

It is recognised that some of this data will be partial or indicative and researchers will indicate that where appropriate.
Stage 1 has focused on the following urban centres:

1. Migori Town
2. Homa Bay Town
3. Kisii Town
4. Nyamira Town
5. Kisumu City
6. Siaya Town
7. Kakamega Town
8. Bungoma Town
9. Busia Town
10. Kitale Town

Stage 2 will narrow down on the following urban areas:

1. Busia Town
2. Kisumu Town
3. Kakamega Town
4. Siaya Town
5. Homa-bay town