

## **Terms of Reference (TORs) for the Lake Region Economic Bloc Sector Strategy Specialists Consultancy for Health, Infrastructure, Financial Services and Tourism**

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**REFERENCE NUMBER:** TIK/LREB/002/2019

**POSTING DATE:** 27<sup>TH</sup> AUGUST 2019

**DEADLINE FOR SUBMISSION:** 2<sup>ND</sup> SEPT 2019

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### **Background and Summary**

Transparency International Kenya (TI-Kenya) is a not-for-profit organization founded in 1999 in Kenya with the aim of developing a transparent and corruption-free society through good governance and social justice initiatives. TI-Kenya is one of the autonomous chapters of the global Transparency International movement that are all bound by a common vision of a corruption-free world. The vision of TI-Kenya is a corruption free Kenya. The mission is to champion the fight against corruption by promoting integrity, transparency and accountability

### **Introduction and project background (The LREB pillar committees)**

The Lake Region Economic Bloc (LREB) intends to enhance the benefits of the devolution process in its member counties by serving as a catalyst and trigger for sustainable development and prosperity in Western Kenya Region. In order to achieve its objectives, the LREB council established Pillar Committees with leadership assigned to specific counties. There are Ten (10) established Pillar Committees including Agriculture coordinated by Busia and Nyamira counties; Tourism (Kisumu), Education (Siaya), Health (Kisii), Financial Services (Kakamega), Information and Communication Technologies (Vihiga), Infrastructure (Bungoma), Trade and Industrialization (Nandi), Water Environment and Climate Change (Bomet County) and Gender, Persons with Disabilities and Youth (Kericho County).

Each of the Pillars consists of the County Executive Committees Members (CECM) of the member Counties responsible for the Pillar sector in their Counties. The functions of the Pillar Committees include;

- Preparation and submission to the Council, the programs and projects in their sector.
- Ensuring supervision, Monitoring, and Evaluation of the implementation of the decisions on projects and programs in their respective sectors taken by the LREB.
- Submission to the LREB Council and Summit in its own initiative or at the request of the Council, reports and recommendations on realizations of the objectives of the bloc.

### **Strategic plan and the development of pillar/sector strategic objectives and program activities**

The bloc is currently in the process of developing its inaugural 5 year strategic plan with the objective of: justifying its existence; defining its goal, vision and mission; undertaking stakeholder mapping and analysis; generating proposals for institutional capacity development, organizational set up, finance and administrative systems; develop strategies for achieving the strategic objectives and key results; develop a results and resource framework for the 5-year plan; develop an implementation plan with clear smart deliverables aligned to the strategic objectives; A monitoring and evaluation framework for the plan and to develop smart specific strategic interventions for the achievement of the bloc's objectives.

The Pillars or the sectors will be the focus areas of the development of the strategic plan. It is imperative that each pillar at this stage has fully operationalized, developed strategic objectives, and activities or interventions in line with its strategic objectives and where possible developed concept notes together with costs for the identified program activities.

Currently, four pillars namely Health, Infrastructure, Financial services and Tourism have not developed their strategic objectives and related program activities. This assignment therefore seeks to fully operationalize these four pillar committees through the use of relevant sector specialists to help them develop their strategic objectives and related program activities.

## **Objectives of the Assignment**

To aid the four pillar committees:

1. Develop their Theories of Change, Overall Goal and strategic objectives.
2. Identify strategic interventions towards the realization of their strategic objectives.
3. Identify priority programs and projects relevant to the attainment of their strategic objectives.
4. Be at par with the other six pillars in readiness for the strategic planning process.

## **Deliverables**

The deliverables for this assignment shall be in line with the consultancy objectives and shall include the following: -

1. Strategic direction for the pillar Committee.
2. Clearly outlined projects and programs for the Pillar Committee.
3. Readiness for the strategic planning process.

## **Scope of Work**

The pillar/Sector specialists will be required;

1. To undertake an intensive literature review of the LREB Economic Blue Print, LREB Act 2018, National Vision 2030, Relevant Sector policy documents at the National and county Level, Member County CIDPs, LREB Trade Investment and Blue Economy conference report and other relevant sector documents.
2. To develop a draft Sector Theory of Change document detailing the sector overall goal, strategic objectives and related interventions.
3. To facilitate a one-day meeting of the relevant pillar committee to review the draft Theory of change and related strategic direction for the pillar.
4. To prepare a report of the review meeting in (3) above
5. To facilitate a one-day meeting of the relevant pillar committee to present the final report for validation.

### **Expected Level of Effort (Consultancy Days)**

<b>No</b>	<b>Task</b>	<b>Expected Number of Days</b>
1	Literature Review	3
2	Development of the Draft theory of change, strategic objectives and Program activities	2
3	Presentation of the Draft Document in (2) for review by the relevant pillar committee	1
4	Preparation of the Final document	1
5	Presentation of the final document for validation by the pillar committee	1
	<b>Total number of days</b>	<b>8</b>

### **Application process**

Qualified candidate should submit documents of not more than 10 pages including;

1. An expression of interest;
2. Curriculum vitae providing full description of the applicant's profile and expertise;
3. A financial bid containing time and cost estimate for delivery of the above-described deliverables, including a break-down to level of effort and expenses
4. Contact information of at least two independent referees with in-depth and proven knowledge of the experts' / consultant's expertise and relevant work experience.

The deadline for submission of expressions of interest is **2<sup>nd</sup> September 2019** by 10.00 am.

Applications should be sent by email to [procurement@tikenya.org](mailto:procurement@tikenya.org) Please indicate

**TIK/LREB/002/2019 – Consultancy for the Lake Region Economic Bloc Sector Strategy for Health, Infrastructure, Financial Services and Tourism** in the subject line of your email application.