



Funded by
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Sustainable Cities - Phase 1

EU-Ghana Partnership for Sustainable Cities Project

Terms of Reference

Component 5 – Access to Water and Recreational spaces

**Recruitment of Water and Recreational Spaces
Component Lead – *Full time position***

October 2026

I BACKGROUND

The Sustainable Cities - Phase I project is part of the EU-Ghana Partnership for Sustainable Cities. The project is funded by the European Union and implemented by Expertise France under the supervisory authority of the Ministry of Local Government, Chieftaincy and Religious Affairs (MLGCRA). The project aims to enhance urban prosperity by supporting the development of sustainable, inclusive and climate-resilient cities in Ghana.

The project targets six cities in the North of Ghana: Greater Tamale Metropolitan Area, including Sagnarigu, Wa, Damongo, Nalerigu, Bolgatanga and Yendi.

Within the project, and specifically under Component 5, Expertise France supports improved access to water and the development of recreational and public spaces. The component combines the identification, preparation and implementation of water investments with support to integrated, inclusive and climate-resilient public-space interventions. Activities are implemented in close coordination with participating Metropolitan and Municipal Assemblies, MLGCRA, Ghana Water Limited (GWL), the Community Water and Sanitation Agency (CWSA), relevant public institutions, consultants and other project partners.

Component 5 is entering an increasingly operational phase, with several investment-preparation, feasibility, design, contractual and implementation processes progressing in parallel. This requires strong technical and operational leadership, continuous quality assurance, close coordination with water utilities and Assemblies, and effective follow-up of consultants and works so that investments are technically sound, implementable, sustainable and aligned with the overall objectives of the project.

Within this framework, Expertise France is seeking a Water and Recreational Spaces Component Lead to provide technical and operational leadership for Component 5, including strategic planning and implementation oversight, technical supervision and quality control of studies and investments, coordination with implementing partners, and support to the preparation, delivery and monitoring of water-access and recreational-space interventions.

2 OBJECTIVES OF THE ASSIGNMENT

The overall objective of the assignment is to ensure the high-quality, timely and operational delivery of Component 5 and to support Expertise France in translating diagnostics, feasibility work and investment concepts into technically robust, sustainable and implementable water-access and recreational-space interventions.

The specific objectives of the Component 5 Lead Expert mission are to:

- Lead the strategic and operational planning of Component 5, maintain an updated implementation roadmap and ensure effective sequencing of studies, investment preparation, procurement, works and institutional processes.
- Provide technical leadership and quality assurance for water-access and recreational-space investments, from needs identification and feasibility through design, procurement, implementation, commissioning and handover.
- Prepare and quality-assure Terms of Reference, methodological notes, technical scopes, specifications and implementation tools required for Component 5 activities and procurements.
- Provide continuous technical oversight and quality control of consultants, utilities, contractors and other technical service providers, including clear technical recommendations for deliverable and milestone review.
- Coordinate and support engagement with GWL, CWSA, participating Assemblies, MLGCRA and other relevant stakeholders, and help translate agreed priorities into concrete actions and implementation arrangements.
- Contribute to project MEAL, reporting, risk management, knowledge management and capitalization, ensuring that results, lessons learned and replicable approaches are documented and used for decision-making.

3 SCOPE OF WORK

3.1 Scope of services

The Component 5 Lead Expert will plan, coordinate, supervise, review, challenge, consolidate and quality-assure the technical work carried out under Component 5, while supporting day-to-day implementation and ensuring that investments are practical, evidence-based, climate-resilient, inclusive and adapted to the operational realities of the participating cities.

The Component Lead will work under the overall supervision of the Project Director and in close coordination with the Technical Coordinator, the project team, relevant thematic experts and support functions.

The Component Lead will provide technical advice, quality assurance and recommendations to support project management. Contractual decisions, including formal acceptance or rejection of deliverables, validation of contractual milestones, payment authorization, contractual instructions, amendments and any other contractual measures, remain the sole responsibility of Expertise France.

Close collaboration with national and local stakeholders and project beneficiaries is expected, in particular MLGCRA, the participating Assemblies, GWL, CWSA, Regional Coordinating Councils, relevant regulatory and environmental institutions, consultants, contractors, community representatives and development partners active in the water and urban-development sectors.

3.2 Detailed scope of work

3.2.1 Task 1 - Strategic, operational planning and implementation of Component 5

The Component Lead will ensure the technical coordinator of the component, meaning a clear and realistic implementation framework for Component 5 and ensure effective sequencing and coordination of the different studies, procurements, field activities and institutional processes. This task will include:

- **Component planning:** regularly update and consolidate the Component 5 workplan and budget, activity schedule, priorities, dependencies and implementation roadmap, including studies, feasibility assessments, procurement processes, works, stakeholder engagements and reporting deadlines.
- **Implementation follow-up:** track progress against the workplan, identify bottlenecks and delays, propose corrective actions and follow up their implementation with the relevant project team members, consultants, utilities, contractors and partners.
- **Cross-component coordination:** ensure coherence with the other project's component, especially on the topics related to urban planning, data collection on water and public spaces, governance and local revenue mobilization, solid waste management and other relevant project activities.
- **Participation to the Project's governance entities:** periodic project reviews, planning update workshops and team meetings, Project Oversight Committees and Technical Working groups. This include the preparation and contribution to technical notes, presentations, action trackers and decision points, among other tasks.
- **Institutional and donor coordination meetings:** participate in coordination meetings with MLGCRA, Assemblies, GWL, CWSA, sector institutions and development partners, and identify synergies, complementarities and risks of duplication.

3.2.2 Task 2 - Preparation of Terms of Reference, methodological notes and technical scopes

The Component Lead will support the design and preparation of the technical documentation needed to mobilize expertise, launch activities and ensure consistent implementation standards across Component 5. The following assignments and documents are expected:

- Elaboration of Terms of Reference and other technical documents: draft, review and refine Terms of Reference for technical studies, advisory assignments, capacity-building activities, communication and community-engagement assignments, data-collection activities, field support etc.
- Prepare and review methodological notes, investment-selection tools, site-assessment protocols, technical checklists and implementation procedures.

- Contribute to the preparation and review of technical specifications, bills of quantities, drawings, performance requirements and tender documentation for water infrastructure, associated equipment, recreational/public-space works and related services.
- Procurement support: lead of technical and financial evaluation, selection of service providers coordination with Expertise France procurement and project teams.

3.2.3 Task 3 - Technical supervision and quality control of studies and technical assignments for Water and recreational investments

The Component Lead will provide continuous technical oversight of the different consultancies and technical assignments implemented under Component 5. The objective is to ensure that consultants are properly mobilized, methodologies are robust and adapted to the Ghanaian context, field activities are adequately controlled, and deliverables are technically sound, contractually compliant and directly useful for implementation.

For each major assignment, the Component Lead will be expected to lead:

- **Mobilisation and planning review:** review consultant staffing, level of effort, workplan, field mission schedule, sequencing, stakeholder-engagement plan, data needs and deliverable calendar, and flag unrealistic assumptions or missing inputs at an early stage.
- **Methodological review:** assess proposed methodologies, sampling and data-collection protocols, analytical frameworks, quality-control arrangements and stakeholder-participation approaches, and recommend adjustments where needed.
- **Field and data quality assurance:** review field tools and protocols, undertake or support spot checks and field verification as appropriate, assess data completeness and consistency, and ensure that raw data, databases, GIS files and supporting evidence are properly documented and handed over.
- **Review and quality-assure all deliverables**, including
 - i. site assessments, concept designs, preliminary and detailed designs, technical specifications, bills of quantities, cost estimates and implementation schedules;
 - ii. verify that proposed solutions are technically appropriate and consistent with applicable GWL/CWSA/EPA requirements, relevant Ghanaian standards, site constraints, service needs and long-term operation and maintenance considerations;
 - iii. ensure that proposed designs respond to local needs and incorporate functionality, accessibility, safety, universal design, climate adaptation, drainage, maintenance requirements and appropriate use of green and blue infrastructure.
- **Contractual and performance follow-up:** monitor deadlines, field presence, stakeholder engagement, data submission, deliverable formats, visibility requirements and other technical obligations.

3.2.4 Task 4 – Stakeholder coordination, capacity development and implementation support

- Organize and facilitate technical coordination with GWL, CWSA, Assemblies, MLGCRA, consultants, contractors and other relevant stakeholders.
- Support participating institutions in strengthening project preparation, supervision, operation and maintenance practices through coaching, practical tools, workshops and learning-by-doing.
- Support technical dialogue on roles and responsibilities, implementation arrangements, decision-making processes and handover of completed investments.
- Undertake regular field follow-up and help resolve technical and institutional implementation issues, escalating matters requiring project-management decisions.
- Contribute to peer-to-peer exchanges, workshops and other capacity-development activities related to water services, investment management and sustainable public spaces.

3.2.5 Task 5 - MEAL, reporting, capitalization and knowledge management

The Component Lead will contribute to the monitoring, evaluation, accountability and learning functions of the project and ensure that Component 5 implementation generates reliable evidence and reusable knowledge.

- Contribute to the definition and periodic review of Component 5 indicators, targets, data sources and verification methods.
- Support quality control, consolidation and interpretation of technical and operational data generated by studies, utilities, consultants, contractors and Assemblies.
- Provide timely technical inputs to project dashboards, donor reporting, Technical Working Group documentation, steering committee materials and other internal or external reporting products.
- Maintain concise updates on technical risks, implementation bottlenecks, partner or consultant performance issues, mitigation measures and decisions required.
- Document lessons learned, good practices, challenges and replicable approaches emerging from water-access and recreational-space investments.
- Contribute to practical guidance notes, case studies, knowledge-sharing materials and handover packages so that tools, data and lessons can continue to be used by partners and the project.

4 DURATION OF ASSIGNMENT

The position is a full-time position integrated into the Sustainable Cities - Phase I project team. The duration of the position will be aligned with the remaining implementation period of the project and specified in the employment contract.

The Component Lead is expected to ensure continuous day-to-day oversight of Component 5 activities and to adapt his/her priorities to project implementation needs, including investment preparation, procurement, consultant and contractor supervision, field implementation, commissioning, stakeholder coordination and reporting.

5 WORKING ARRANGEMENTS

The Water and Recreational Spaces Component Lead is a full-time member of the Sustainable Cities - Phase I project team, based in Accra. He/she will report to the Project Director and work in close day-to-day coordination with the Technical Coordinator, the other Component Leads and thematic experts, MEAL and the project support functions. He/She will be expected to undertake regular missions to the project cities and participate, as required, in internal progress meetings, technical reviews, consultant and partner coordination sessions, field missions, stakeholder consultations, Technical Working Group meetings, steering committee preparation, donor coordination meetings and capacity-development activities.

The precise duty station and mobilization arrangements will be specified by Expertise France in the contractual documents.

6 REQUIRED PROFILE

- Advanced university degree in Civil Engineering, Sanitation, Water Resources Engineering, Environmental Engineering or another relevant discipline.
- At least 15 years of relevant professional experience in water supply, sanitation, urban infrastructure and/or public-space investment programmes, including substantial experience in Ghana.
- Strong technical understanding of urban and peri-urban water-supply systems, including network extensions, boreholes, public water points, storage/distribution systems, service planning, construction supervision, commissioning and operation and maintenance.
- Demonstrated experience in the preparation and implementation of infrastructure investments, including feasibility studies, option appraisal, preliminary/detailed design, technical specifications, bills of quantities, cost estimates, procurement and works supervision.
- Experience with recreational spaces, public-space development, landscape or integrated green/blue infrastructure is highly desirable.
- Demonstrated experience supervising consulting firms, technical studies and contractors, reviewing methodologies and deliverables, managing comment-resolution processes and providing quality-assurance recommendations.

- Experience preparing Terms of Reference, technical scopes and procurement documentation and contributing to technical evaluation of proposals or bids.
- Strong experience in institutional coordination and multi-stakeholder dialogue involving public utilities, local authorities, ministries, consultants, contractors and development partners.
- Experience in institutional capacity development, coaching and development of practical implementation, supervision and monitoring tools.
- Good understanding of environmental and social safeguards, climate resilience, gender, accessibility and inclusion considerations in urban infrastructure projects.
- Excellent analytical, writing, facilitation, negotiation, organization and communication skills, with a high degree of autonomy and ability to manage multiple concurrent workstreams.
- Fluency in written and spoken English.
- Ability to undertake regular missions to the beneficiary cities of the project.

Submission deadline : 20/10/2026

Expected start date : 01/11/2026