

## Terms of Reference

### Road Safety Consultant

#### A. Profile

<b>Duty Station:</b>	Lusaka (Zambia)
<b>Position Title:</b>	Road Safety Consultant
<b>Duration:</b>	06 months (30 Working days)
<b>Estimated start date:</b>	Immediate
<b>Funding:</b>	UN Road Safety Trust Fund (UNRSTF)

#### B. Background

In Zambia, road traffic accidents (RTAs) are the third highest cause of death. In 2017, RTAs claimed about 2,000 lives and caused 5,500 serious injuries nation-wide, largely among non-motorized transport (NMT) users (Road Traffic Safety Agency, 2017). Pedestrians and cyclists account for over 60% of the total national RTA fatalities. Lusaka Province alone accounts for nearly half of Zambia's road accidents and one third of fatalities, with 53% of all road traffic accidents, followed by Copperbelt Province (15%) and Central Province (7%). The national burden of mortality from RTAs is disproportionate among certain groups. Among the youth and young adults aged between 15 to 29 years, RTAs are the leading cause of mortality, following global trends. Other vulnerable road users include the elderly, women, children and disabled citizens.

Zambia has engaged in numerous urban development projects which have been designed with the inclusion of adequate road reserves. The road standards having been set out in the Public Roads Act in 2002. The plots, however, are not properly surveyed and beacons. As a result, landowners tend to encroach into the road reserves, thereby narrowing the space of the road and leading to unsafe road conditions for pedestrians, cyclists, and wheel-chair and public transportation users. Many roads in Lusaka and other Zambian towns face this challenge.

The Government of Zambia and the United Nations Development Programme (UNDP) in Zambia have together developed and launched the Pedestrian First Zambia Programme in 2019 to promote stronger leadership in the public and the private sector to advocate for more pedestrian / bicycle / wheelchair safe infrastructure throughout Zambia. The programme also aims to change attitudes and priorities toward non-motorized transport (NMT). Enhancing walkability in Zambia will contribute to the achievement of the SDGs reducing inequalities amongst road users, enhancing livable cities, decreasing air pollution and improving access to clean energy and wellbeing for a healthier population.

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This programme builds capacity around sustainable transport and takes a holistic approach to solving Lusaka's transport challenges by engaging with stakeholders to make them understand the positive economic impacts that NMT can have through increased productivity. Additionally, stakeholders will be made aware of the social impacts of NMT through improved health and well-being of the population (especially for non-communicable diseases), and in regard of environmental impacts (reduced carbon emissions and pollution) and reduced social exclusion. The programme fosters private participation to empower local authorities, communities, Civil Society Organizations.

The Pedestrian First programme was selected to be in the initial cohort of 'smart city' pilots facilitated by the UNDP Global Centre for Technology, Innovation, and Sustainable Development in Singapore. Through this partnership, meetings were held with the Thematic Lead of Digitalization for Smart Cities to ensure the appropriate elements and questions were integrated into the design of the data collection tool on traffic accident hotspots to yield data that can be analyzed and presented in a visual way.

UNDP Zambia is seeking the services of a **Road Safety Consultant** to formulate strategies, concepts, and programme/project proposals for developing a resourcing framework for the NMT strategy implementation.

Under the overall guidance and direct supervision of UNDP Zambia Head of Inclusive Growth and SDGs, the Road Safety Consultant will work to strengthen national and local institutional capacities (including partnerships across sectors and different stakeholders) and prepare cost-benefit analyses showing the economic savings related to NMT safety interventions.

### C. Assignment objectives

The assignment aims at reviewing the opportunities and enabling environment to develop an innovative resource mobilization strategy that will foster the creation of safe, inclusive, and sustainable road conditions for pedestrians, including through encouraging multisectoral partnerships, private sector involvement, advocacy and fundraising towards safe sidewalks, bike lanes and pedestrian crossings. More specifically, the mission will cover the following objectives:

#### (i) **Situational analysis, baseline and enabling environment.**

- Review of existing landscape, key stakeholders, and ongoing/planned efforts (programmes, interventions, projects), legal framework and policies, to identify structural barriers and key impediments that undermine the implementation of policies and legislation for an effective NMT strategy. This should take into consideration gender responsiveness and sensitivity, targeting of people with disabilities, considerations of human right programming principles, catering for youth needs.

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- Review of existing development plans and policies, programmes (e.g the Zambia NMT Strategy) to support in the establishment of enforcement policies and by-laws to strengthen the implementation of safe NMT use on all roads.

### **(ii) Broad stakeholder consultations**

- Conduct consultations with key stakeholders (government, UN agencies, business community, private sector, cooperating partners, civil society etc.) to identify key impediments to the inclusion of the most vulnerable road users (women, disabled, youth, and the poor) in NMT and road development planning.
- Identify an alliance of stakeholders from the public and private partners to promote, advocate, and mobilize resources to improve the safety of pedestrians, cyclists, wheelchair users, and public transport users to increase awareness on the importance of sustainable mobility.
- Review transversal areas related to access to financial services, in particular identification of alternative sources of finance in local economic development policies and sustainable inclusive cities.
- Organize stakeholder meeting to validate the findings of the situation analysis and key recommendations on relevant strategies and priority axes of intervention.
- Organization of a donor roundtable to discuss the funding opportunities, including private sector, Donors and International Financial Institutions (IFIs).

### **(iii) Development of proposals, initiatives, concepts, and partnerships.**

- Provide innovative, proven solutions for political, legislative, and fiscal support for NMT strategy implementation.
- Resource Mobilization Strategy, including communications, partnerships, and advocacy pathways to mobilize resources from both public and private sectors and maximize the impacts of NMT strategy implementation.

## **D. Deliverables**

Payments will be made upon certification of the successful completion of deliverables shown below.

### **1) Inception Report – 5% (two weeks after the signature of the contract)**

- Approved submission of inception report that covers the methodology, workplan, timeframe to finalize the consultancy.

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**2) Situation Analysis Report – 20% (Two months after the signature of the contract)**

- Approved submission of a report that covers all objectives, but not limited to, indicated in the Mission objectives under *Situational analysis, baseline and enabling environment*.

**3) Successful organization of stakeholder’s consultation – 25 % (three months after the signature of contract)**

- Organization of a workshop with key stakeholders to validate the findings of the situation analysis and key recommendations on relevant strategies and priority axes of intervention.
- Organization of a donor roundtable to discuss the funding opportunities, including private sector, Donors and International Financial Institutions (IFIs).
- Approved submission of a report on key stakeholder consultation.

**4) Provide innovative, proven solutions for political, legislative, and fiscal support for NMT strategy implementation. – 25 % (five months after the signature of contract)**

- Approved report providing innovative, proven solutions for political, legislative, and fiscal support for NMT strategy implementation.
- Approved Resource Mobilization Strategy, including communications, partnerships, and advocacy pathways to mobilize resources from both public and private sectors and maximize the impacts of NMT strategy implementation.

**5) Final Mission Report – 25 % (six months after the signature of contract)**

- Approved submission of a report that covers all objectives, but not limited to, indicated in the Mission objectives under *Development of proposals, initiatives, concepts, programmes and projects*.
- Approved submission of a work plan for NMT resource mobilization strategy implementation.

**(iv) Evaluation Criteria**

The evaluation will be made by desk review with the option of interviewing the candidate after the finalization of the process to make the final offer. The desk review will be performed against a set of criteria indicated in the table below as “Technical Evaluation”.

Criteria	Criteria Description	Score
<b><i>Relevant education and experience</i></b>		<b>50</b>
<b>Relevance of Education/ Degree</b>	Masters’ Degree or equivalent in Social Sciences, Public Health, Public Administration, Economics, Development, Gender, Finance or Business Administration or related field	10
<b>Years of Relevant Experience</b>	At least five (5) years of experience in development work with specific emphasis on sustainable and livable cities with a focus on road safety.	20


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Criteria	Criteria Description	Score
	Demonstrated hands-on experience in development projects, capacity building and resource mobilization.	10
	Experience in the usage of computers and office software packages, experience in handling of web-based management systems.	5
<b>Language</b>	Excellent speaking and writing in English	5
<b>Additional Technical Qualifications</b>		<b>50</b>
<b>Private Sector and Business Development</b>	Demonstrated experience in analytical and practical work in at least one of the expertise areas such as private sector development, business management or resource mobilization.	20
<b>Communication</b>	Excellent business development, negotiation, analytical, research, presentation and communication skills;	20
<b>Country Context</b>	Knowledge of the Zambia context, particularly road construction, safety and transport systems	10
<b>Score Total</b>		<b>100</b>

Applicants who scored at least 70% in the technical evaluation will be eligible for the assessment of their financial evaluation. Please note that financial evaluation will account for 30% of the weighed score as indicated in the table below.

Evaluation Method	Score	Comments
<b>Technical</b>	70%	70% as part of the overall grading of 100%
<b>Financial</b>	30%	The lowest offer will be awarded 30% while the other offers will be weighed against the lowest offer
<b>Overall</b>	100%	Only candidates scoring of at least 70% on its technical evaluation will have its financial offer assessed and cumulated. The candidate having the highest combined score will be awarded the consultancy.

**This TOR is approved by:**

Signature   
 Name and Designation Jan Willem van den Broek, OIC Inclusive Growth and SDGs  
 Date of Signing 11-May-2021