



**GOVERNMENT OF SIERRA LEONE
PROJECT FIDUCIARY MANAGEMENT UNIT –PFMU**

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

**Consulting Services: HIRING OF A TRANSITION PROGRAMME MANAGER
(BUILDING PERMITS AND DEVELOPMENT CONTROL)**

SL-MoFED-145357-CS-INDV

(Date of Issue: 29th November, 2019)

REQUEST FOR EXPRESSIONS OF INTEREST

1. The Government of Sierra Leone has received funding from International Development Association IDA of the World Bank towards the cost of Resilient Urban Sierra Leone Project and intends to apply part of the proceeds of the funding for eligible payment under the contract for the Hiring of a transition Programme Manager (building permits and development control) through the Project Fiduciary management Unit.
2. The main objective of the assignment to assist FCC in creating a Development Control and Building Control function through a series of interventions, including Capacity Building of FCC staff, ensuring that a Building Control Code and Development Control By Laws are enacted and putting in place the necessary processes and procedures that are self-sustaining and ensure that all new buildings being constructed in Freetown (the Western Area Urban District) comply with the Building Control Code and Development Control By Laws.
3. The consultant will carry out the following activities:

General

- Lead on behalf of FCC the external interface and integration with MOL, MOTA, MOW, SLRA and SLRSA on the SLIUMP and issues relating to Urban Planning in the City of Freetown.
- Identify and prepare funding bids to meet the capacity requirements to delivering the Urban Planning programme
- Produce and deliver a business case for funding the urban planning team from revenues accrued from issuing of Building Permits.
- Lead the FCC Urban Planning Working Group
- Represent FCC at a senior level on bilateral negotiations and discussions on Urban Planning issues
- Develop the policy position and response on issues impacting the City of Freetown on behalf of the Mayor and Council.
- Have oversight for the mentoring and development of staff on the graduate programmes ensuring training objectives are defined and achieved
- Lead the programme of identifying funding opportunities and negotiation with developers of affordable housing for the residents of Freetown

- Report to the Mayor, Council Members, the Council’s management team and other funding agencies on the performance and progress towards achieving the Transform Freetown objectives in relation to Urban Planning
- Represent FCC in the delivery of the major programme in providing affordable housing for the residents of Freetown, in particular for citizens living in areas classified as extreme disaster prone areas.
- Work with various agencies and MDAs in identifying suitable sites for housing relocation and work with funding agencies to provide improved access and utility services to the sites.

Development Control and Building Permits

- Responsible for putting in place the systems, legislation and processes to set-up the Building Permit and Land Use Planning functions at FCC .
- Responsible for managing the transition of the Building Permits function to FCC from the Ministry of Lands (MOL) to FCC
- Manage the policy interface between urban planning and the integration of work programmes with other FCC departments, including the works and estates, urban mobility, sanitation and environment departments
- Set-up and implement a monitoring and evaluation system to ensure the Urban Planning programme achieves its set target
- Lead the process of resourcing the Building Permit and Development Control function at FCC.

Capacity Building

- Manage the team of development control planners and building control officers ensuring co-ordination, efficient delivery
 - Oversee the training and development of staff to obtain the necessary training, experience and qualification in order to satisfactorily undertake their duties and ensure sustainability of the function within FCC.
4. The PFMU now invites eligible consultant to indicate their interest in providing the above mentioned package of service. Interested consultant must meet the following academic and related experience requirements:
- Proven experience of managing city departments.
 - Over 20 years post graduate experience of strategic urban planning in areas such as of land use planning, development control, issuing of building permits, transport planning, economic regeneration and housing
 - Over 10 years proven experience of leading mixed teams of planners, building inspectors, engineers and technicians and in setting up staff development programmes
 - Demonstrate experience of implementing significant change in urban environments through a range of interventions, including infrastructure improvements works and housing provision.
 - Ability to lead negotiations with multiple stakeholder groups including government departments and funding agencies in order to achieve the organisations objectives
 - Experience of developing international best practice solutions in tackling significant urban challenges through engagement with local communities and interest groups

- Good communication skills including writing reports and presenting complex problems to a range of stakeholder groups
- Professionally qualified with a recognized professional institution representing the built environment such as town planning, architecture, engineering or surveying.
- Experience in leading and managing a city department is a must.
- A post graduate qualification in town planning, urban development, or transport planning is required
- A postgraduate or professional qualification in project management or general management is required.

5. The assignment is estimated to be for a **12 month** from the date of commencement with the possibility of an extension subject to satisfactory performance.

6. *This REoI will lead to the preparation of Short list of Consultants*

The attention of interested consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” July 2016 Revised November 2017 and August 2018 (“Procurement Regulations”), setting forth the World Bank’s policy on conflict of interest. The Consultant will be selected in accordance with Individual Consultant (IC) method set out in the Consultant Guidelines.

7. Interested consultants may obtain **THE DETAILED TOR** via email request or any further information at the address below during office hours from 1000 to 1700 hours Monday to Friday.

Project Fiduciary Management Unit -PFMU
 Ministry of Finance - 13^A Howe Street
 Africanus House (Former World Bank Country Office)
 Freetown, Sierra Leone

Attn: The Secretariat, PFMU

Tel: +232 76-672-186

E-mail: resilienturbansierraleoneproject2019@gmail.com

8. Expressions of interest must be delivered in sealed envelope accompanied by up-to-date Curriculum Vitae and supporting documents (*Note: do not send originals*) to:

**The Secretariat,
 Projects Fiduciary Management Unit- First Floor
 Ministry of Finance -13 Howe Street
 Africanus House
 Freetown, Sierra Leone
 E-mail: resilienturbansierraleoneproject2019@gmail.com**

or

By E-mail as attachment (including all supporting documents)
 to: **resilienturbansierraleoneproject2019@gmail.com**

Please indicate clearly on the envelope (in the case of hard copy submission) or in the email subject heading and attachment (in the case of electronic submission) the **FULL TITLE** of the assignment for which expression is being made by 1200 hours GMT **on or before 13th December, 2019.**

