



## **Access to Green Finance: Multisectoral Policy Working Group on Waste and Circular Economy in Kenya - Terms of Reference -ToR**

### **1.0 Context**

In partnership with the IKEA Foundation, ANDE set out in 2021 to understand and bolster support for green entrepreneurial ecosystems in India and Kenya, as key to helping both countries adapt to the effects of climate change. This includes mitigating emissions (more India than Kenya) and building locally resilient economies and supporting local livelihoods via green job growth, per IKEA Foundation's mission to support better livelihoods and protect the planet. This work focused on a subsector of the Small and Medium-sized Enterprises (SME) sector, that of small and growing businesses (SGBs), defined by ANDE as commercially viable businesses with potential - and ambition - to scale, and thereby increase the impact of the climate solutions they offer.

In phase I of ANDE's partnership with IKEA, the research [Trends and Opportunities for Green Entrepreneurship in Kenya](#) provided learning that not only helped to identify high-potential sectors like waste management, but has also shown value as an approach to evaluating the strength of green entrepreneurship, and market opportunities. This phase II, [Access to Green Finance Project](#) in partnership with IKEA Foundation will help build the knowledge base around access to finance, and through a deep dive into the waste management and circularity sector, help to build a model based on the evidence of what works to attract financing to this sector, as well as identifying gaps and opportunities. Building on the insights gained in Phase I, ANDE envisions strengthening the entrepreneurial ecosystem within the sector of Waste Management and Circular Economy **with a sector market size estimated to be US \$53.9 billion in Kenya.**

A key element to strengthening green entrepreneurship in Kenya, is the engagement with policymakers to help build more supportive enabling environments and incentivize formalization and scaling of green businesses. In collaboration with the Kenya Association of Waste and Recyclers -KAWR, ANDE has established a multisectoral Policy Working Group on Circular Economy to work with key stakeholders in Kenya to tackle policy challenges affecting the waste sector, including on how to reduce barriers and increase incentives for enterprises in this sector to formalize and attract financing.

This work will facilitate public-private dialogue, help identify and strengthen needed policy formulation/reform and enhance collaboration among ecosystem stakeholders at national and county level. This Working Group (Group) is one of the ways that the project will support entrepreneurs, Enterprise Support Organizations, policy makers, innovators and other stakeholders in building capacity towards transition into circular business models that are locally led, sustainable and inclusive.

## **2.0 Purpose and Objectives**

The purpose of the Multisectoral Policy Working Group on Waste and Circular Economy is:

- To create a forum for members to network, build partnerships, share their experiences and learn more about the waste and circularity sector in Kenya
- To provide expert advice and feedback on Kenya's waste and circular economy programs, policies, and planning and the ways in which they can support small and growing business to formalize, scale and access financing.
- To provide expert advice and feedback that will support the development of at least one policy brief and practical guidelines to inform future development of sector.
- Provide a multisectoral platform and leverage the collective voice of the sector to engage policy makers on needed policy reforms.

## **3.0 Scope of Activities**

The scope of activities that members of the Waste and Circular Economy Working Group will undertake include, but are not limited to:

- Provide advice, feedback and recommendations to policy makers on the implementation of fiscal incentives, Kenya's waste reduction and circular economy initiatives, including those outlined in the proposed Draft Sustainable Waste Management Act 2023 (EPR) regulations.
- Building and tracking baseline data on investments in the sector and its contribution to GDP and job creation.
- Building and tracking baseline data on waste material recovery facilities, waste hierarchy frameworks and End-of-Waste data to inform policy formulation at both national and county level
- Identifying what combinations of technical, policy and market forces are indicators for success
- Creating new analysis & modelling tools to assess optimum policy interventions
- Act as a circular economy ambassador by promoting and sharing information about programs and by promoting the adoption of circular practices within their organizations and communities
- Share with the Group experiences, lessons learned and best practices for achieving circularity in their own organizations and how to integrate small and growing businesses in procurement.
- Help identify future strategic priorities, data needs, potential programming and research opportunities that support/advance a circular economy in which circular innovators and business can thrive.
- Represent the perspective of their sector or organization as the country implements its green economy road maps and plans future green economy initiatives
- Identify barriers, incentives and opportunities to advancing the waste reduction and circular economy strategies that support small businesses to formalize

- Advise on the dissemination of education and information about the circular economy to national and county governments, business community, partners and consumers
- Volunteer to participate in specific sub-committees as needed.

#### **4. Composition and Membership Selection**

The Circular Economy Working Group will be composed of 13 – 25 members, representing a diverse group of stakeholders, including:

- I) Entrepreneurs
- II) Enterprise Support Organizations and accelerators
- III) Professional and industry associations
- IV) Producer Responsibility Organizations (PRO)
- V) Impact investors and financial institutions with a climate focus
- VI) Academia (colleges, universities and/or research institutions)
- VII) Non-profits and/or charities
- VIII) Multilateral agencies and civil society
- IX) Policy experts and policy makers
- X) Community Based Organizations
- XI) Minimum of one youth representatives (between the ages of 18 and 30)

Group members will be expected to be knowledgeable about or have experience within the waste and circular circular economy sector. In selecting members, ANDE and KAWR will aim to achieve diversity in age, gender, ethnicity, and representation of under-served and equity seeking groups.

Membership is voluntary and a public service. Members will not be remunerated but may be reimbursed for reasonable travel and communication expenses where applicable and resources permit. Group Member contributions will be acknowledged in official project publications and public facing communications about the Access to Green Finance initiative .

#### **5. Term**

The term of the Working Group membership shall be two (2) years. A member who is no longer able to serve on the Working Group is required to submit a written notice to ANDE staff. If a member chooses to drop out before the end of the term, the member can recommend a suitable replacement from their organization. If a suitable replacement cannot be identified, the ANDE staff will seek a replacement.

Building on the outcomes this initiative, It is anticipated that the work of the WM & C Policy Working Group will continue beyond the initial 2 years.

## **6. Roles and Responsibilities**

Group members will:

- Agree to the terms outlined in these Terms of Reference (TOR)
- Help plan meeting agendas by suggesting discussion topics and presenters, volunteering to share experiences/lessons learned, etc.
- Review meeting materials in advance of the meetings and be prepared to provide their perspective on the issues being discussed
- Review and provide written comments on draft documents as required
- Attend Group meetings and inform the convenors when unable to attend such meetings. In cases where members are unable to attend a meeting, members are encouraged to assign a designate to attend in their place
- Attend policy roundtables and bi-lateral meetings to engage policy makers
- Commit to continuous learning and openly share lessons learned
- Communicate activities of the Group to the organization they represent or other relevant organizations and offer information back to the Group as needed

## **7. Co-Convenors - ANDE and KAWR will:**

- Prepare meeting agendas with input from Group members
- Coordinate and facilitate all meetings
- Circulate information to members in advance of meetings
- Respond to Group members' questions and comments in a timely manner
- Record meeting minutes and share drafts for review
- Listen and consider feedback from the Group to help set meeting agendas and programming
- Consider all feedback received and report back to members on action items
- Additional Co-convenors may be invited as needed during the duration of the initiative.

## **8. Meetings and Schedules**

- The initial frequency of Group meetings will be Bi-monthly. Meeting frequency may decrease once the priorities and activities of the Group are well established
- Meetings will be held on a weekday, during regular work hours (between 9 a.m. and 5 p.m.) and each meeting is expected to last approximately two (2) hours
- The specific meeting dates will vary to accommodate Group members
- Group meetings shall be held virtually and in person as agreed by group members from time to time.
- Members will be invited to Policy Roundtables aimed at engaging policy makers and other stakeholders aimed at disseminating knowledge and influencing policy reforms.
- Special meetings may be held if a majority of Group members agree and are able to attend
- In-line with the initiative's emphasis on learning, individuals with specialized expertise may be invited to attend meetings to provide presentations or participate in discussions as needed.