

# SDG PROJECT ASSESSMENT TOOL



## Cape Town

Implementation of Data Strategy & Economics Capacity Building

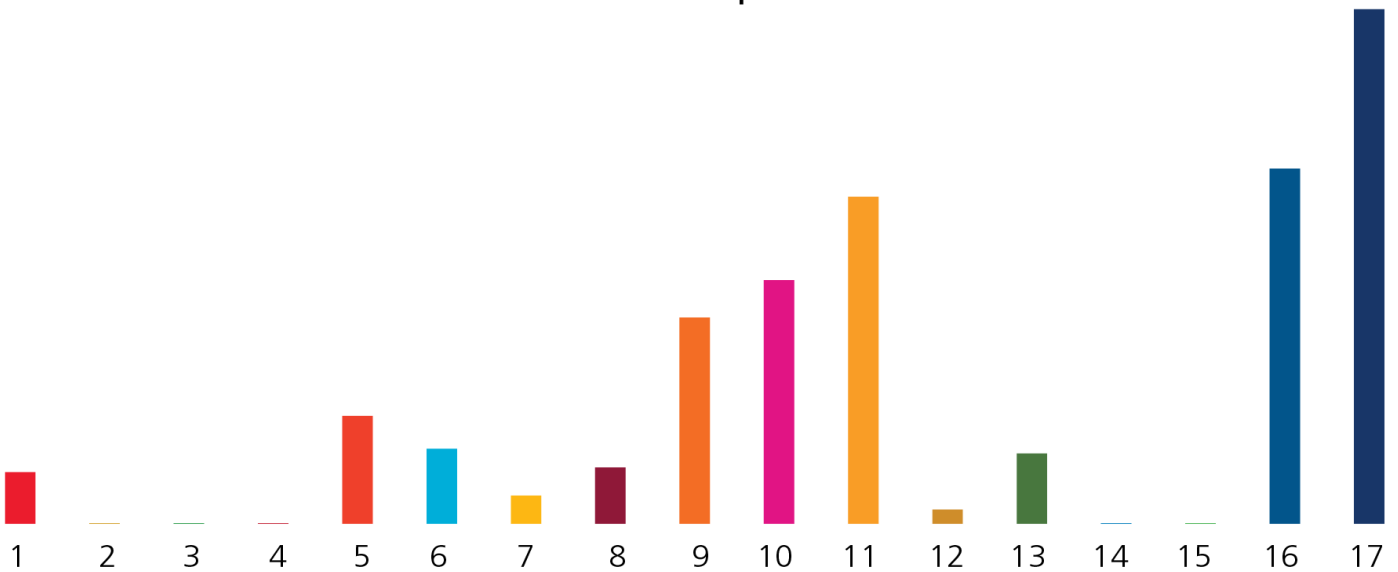
*This tailor-made sheet aims to demonstrate how the SDG Project Assessment Tool's General Framework has been tailored to the project in Cape Town, South Africa. It highlights how the project includes the priorities within the Sustainable Development Goals, and the different principles that were selected for this project. As this sheet has been tailored to the project's scope and needs, the performance criteria has been selected in consultation with the partners of the Programme.*

## Sustainable Development Goals

### A) This is the SDG alignment summary

This shows how the project includes the priorities stated within the SDGs.

### Sustainable Development Goals



## Fields of Assessment

### A) These are the fields of assessment

This is a summary of the assessment in relation to 8 key drivers, split into Technical & Effectiveness aspects of the project. While the technical aspects show the technical design of the projects, effectiveness aspects focus on the long-term sustainability and impact





## Selected Performance Criteria

This is a list of all selected performance criteria. Note that caveats/comments/amendments have been included in the internal version of this document to some performance criteria in accordance with the nature of the project and the participatory discussions with the city authorities and delivery partners.

Ref	Sustainability Principle	Ref	Performance Criteria
<i>Key Driver: Social Inclusion</i>			
5	Ensuring representativeness in datasets facilitates policy making for improving the conditions of all	5.1	The project is based on stakeholder and beneficiary mapping that examines how data may be generated and used by different groups.
		5.2	The project provides access to managed, transparent and intelligible data sets, where the data is disaggregated and personalised (for example, according to age, sex, race, disability, economic status etc).
		5.3	The project allows citizens to voluntarily self-identity (for example, on the basis of gender, race, ethnicity, disability etc), protecting vulnerable or minority groups from being assigned conflicting identities by an external actor.
		5.4	The project includes policies for improving data literacy amongst the public.
6	The inclusive design of urban services ensures accessibility for vulnerable groups	6.1	The project is based on a background assessment that identifies the needs of vulnerable and disadvantaged groups, including women, children, the elderly, people with disabilities, indigenous people and migrants.
		6.2	The project contains a holistic strategy for social inclusion of vulnerable groups.
		6.3	The project enhances accessibility for people with special needs, including but not limited to those who are physically, visually, and/or hearing-impaired, as well as those with temporary disabilities and the elderly.
		6.4	The project is gender-sensitive by ensuring women's access, preferences, special needs, safety and security.
		6.5	The project is sensitive to the needs and circumstances of diverse cultural groups including migrants and indigenous peoples.
		6.6	The project is sensitive to the needs and circumstances of diverse age groups, including the elderly, youth, and children.
<i>Key Driver: Spatial Planning</i>			
12	Integrated urban planning and design at different scales (neighbourhood, city, region) and across different sectors (transportation, infrastructure, land use, etc.) ensures consistency and positive catalytic effects	12.1	The project is based on a spatial assessment of the existing urban conditions, dynamics and opportunities across different urban scales (neighbourhood, city-municipal, city-region, metropolitan, and national scale) and sectors (e.g. transportation, infrastructure, land use).
		12.2	The project uses data gathering and/or assessments in the design of all aspects of the intervention.
		12.3	The project considers how it relates to other interventions including plans, projects, and strategies, in order to build on synergies and avoid overlap.
		12.4	The project promotes integrated urban planning by ensuring consistency and a uniform approach to design across different scales (neighbourhood, city, metropolitan, regional and national).
		12.5	The project contributes to the creation of a georeferenced information platform (such as GIS), and helps define rules and processes for data sharing between government bodies.
		12.6	(If relevant) The project considers opportunities for future replicability and/or scalability.
17	Integrated planning and equal distribution of urban services with an adequate capacity helps to meet current and future population demands efficiently and ensuring inclusivity	17.1	The project is based on an assessment of existing urban services capacity, taking into account current and future population needs.
		17.2	The project uses data to assess the spatial distribution, levels of access, and use of urban services by different groups, including women, youth, and vulnerable and marginalised communities.
		17.3	The project plans for adequate provision of urban services, both now and in the future, considering population growth and urban expansion.
		17.4	The project encourages integrated planning of urban services and infrastructure, factoring in land use planning and multiple forms of infrastructure and services.

17.5 The project ensures that public facilities and infrastructure are equally distributed and accessible by, including vulnerable and marginalised groups.

*Key Driver: Environmental Resilience*

24	Identification and assessment of vulnerable areas in planning helps reduce exposure and prevents damage from climate disasters	24.1	The project is based on an understanding of previous climate related disasters and their risks for damage.
		24.2	The project is based on a background assessment of current and future risk scenarios, identifying the most severe and most probable scenarios.
		24.4	The project identifies vulnerable urban communities and their needs including potential measures to mitigate vulnerability.
25	Equipment and systems for early warning and monitoring help inform emergency response to reduce damage	25.3	The project identifies the institutional, systemic and/or individual needs and opportunities of the city in regard to capacity to respond to emergencies.
29	Sustainable management of resources helps address depleting resources and sustainable consumption and production patterns	29.1	The project is based on an assessment of the area's climatic and environmental conditions in regard to water, energy and waste, including a diagnosis of the city's risks and vulnerabilities.
		29.3	The design of the project demonstrates an awareness to the issue of depleting world resources, and incorporates solutions that sustainably manages resources, for example in the choice of materials used in the project.
		29.4	The project considers waste as a component of the design, and includes innovative solutions that consider the circular economy, reduce waste production and provides sustainable solutions for chemicals and hazardous waste.

*Key Driver: Economic Development*

31	Capitalizing agglomeration benefits and economies of scale increases efficiency and attract new businesses	31.3	The project is based on a background assessment of existing and potential economic clusters and economic activities in the city.
		31.3	The project details how it can contribute to support existing and potential economic clusters and activities .
		31.4	The project identifies needs for provision or upgrading of soft and hard infrastructure to support economic activities.

*Key Driver: Data-Driven Process and Management*

35	Efficient data collection based on planning needs supports efficient planning processes and resource management	35.1	The project is based on a background assessment to identify data gaps within the project scope that are critical for the urban planning and management processes.
		35.2	The project establishes data collection strategies bases on an assessment of planning data needs.
		35.3	The project delivers tools and applications that allow for efficient data collection and management.
		35.4	The project delivers automated data collection systems and processes to enable real-time monitoring of service delivery.
		35.5	The project establishes mechanisms for requesting and accessing data, with clear response times.
36	Effective data management systems supports sustainable planning processes	36.1	The project is based on a background assessment (within the project scope) of the local government's current data framework, including omissions, redundancies, impediments and alike, as well as the institutional and internal organisational arrangements, levels of capacity and available hard-and-software.
		36.2	The project establishes detailed policies and protocols for data sharing inside government, including legal advice and safeguards for internal data disclosure, as well as actions to mitigate risk aversion.
		36.3	The project provides a detailed roadmap describing the participation process of the government and third party collaborators within the data framework, including best practices recommendations (e.g. data update routines and quality control).
		36.4	Partnerships are supported by specific publicly disclosed and detailed sets of guidelines for collecting, preparing, publishing and updating data, as well as roles & responsibilities for each partnership entity.
		36.5	The project explores the possibility for building collaborative and pluralist groups (committees that involve municipality, civil society, academia, private sector) for evaluating and validating data sources and data-related cooperation agreements.
		36.6	The project is in compliance with technological sovereignty and digital service standards, attending to principles of interoperability, agility and usability, with particular attention to prevention of dependency on suppliers (vendor lock-in).
		36.7	The project delivers a data custodianship framework, establishing policies and guidelines for promoting best practices in data management accountability.
		36.8	The project establishes indicators for assessing the quality and richness of data from each data source.
37	Efficient use of data supports evidence-based and justifiable decision-making processes	37.1	The project contains a background assessment on data flows between stakeholders, identifying gaps and barriers.
		37.2	The project delivers a functional and operational framework for a centre (or similar) within government focused on data science and intelligence that works across sectors.
		37.3	The project builds and formalizes practices for integrating data analysis into decision-making processes, taking into account relevant data sets.

38	Monitoring and evaluation ensures long-term impact	38.1 The project includes a background assessment on data availability and requirements to conduct impact assessments, as well as monitoring and evaluation beyond the programme period.
		38.4 A comprehensive monitoring and evaluation strategy has been defined that responds to the impact assessment and defines contingency measures beyond the programme period.
39	Inclusive, transparent, continuous and meaningful participation ensures that the needs and aspirations of the community are addressed through the project.	39.1 The background assessment identifies public, private, academia and civil society stakeholders at city, regional and national level that are relevant to the project. The project assesses how affected groups can be included and how to ensure a gender sensitive approach.
		39.2 The project builds on existing mechanisms to ensure community participation in urban planning and management processes. If these mechanisms do not exist, capacity development and recommendations are provided.
		39.4 The participatory process is ongoing throughout the project lifecycle, starting from the formulation stage onwards.
		39.5 Stakeholders have opportunities to influence the project through a meaningful participation process. The project targets the needs of the population.
		39.6 The project clearly communicates how participatory processes will be conducted. Relevant information is provided regularly to stakeholders and affected communities on the project development and outcomes of participatory engagements. Information is made available, shared in a reasonable timeframe and channels have been provided for stakeholders to submit their concerns or request information.
		39.7 The project uses data systems and civic technologies for public engagement.
<i>Key Driver: Capacity-Building and Market Maturity</i>		
40	Strong technical and professional capacity from all relevant stakeholders secures long-term implementation	40.1 The project conducts a needs assessment (including skills, human resources, and equipment) to understand the ability of partners to support project implementation and ongoing maintenance.
		40.2 The background assessment identifies capacity gaps in all relevant partners and stakeholders. This can include stakeholders within government at technical or leadership level, and third parties such as the private sector, civil society and academia.
		40.3 The project assesses what technological and capacity gaps can be realistically addressed through capacity development activities.
		40.4 The project proposes strategic capacity development activities that will support implementation and sustainability.
		40.5 The project develops institutional memory through support to mechanisms that document project implementation and capacity development.
41	Public relations and education campaigns gathers early support and improves the likelihood of positive impact	41.2 The project has an effective communication strategy to reach all stakeholders and community groups during various phases of the project.
		41.3 The project's communication methods address potentially exposed and/or threatened individuals/communities using the appropriate linguistic and technological means for disseminating knowledge effectively.
42	Building local partnerships and drawing on local resources and capacities facilitates sustainable project implementation	42.1 The project explores the opportunity to involve local partners in the execution and maintenance of the project.
		42.2 The project considers the involvement of local partners taking into account their level of professional capacity.
<i>Key Driver: Urban Governance and Legal Frameworks</i>		
44	Alignment and coherence with existing laws and policies at local, regional and national level enhances the viability and impact of projects	44.1 The project aligns with existing policies (at local, regional and national level).
		44.3 The project aligns to the city's strategic goals including spatial, economic and environmental strategies as well as existing projects implemented or in the pipeline.
45	Action plans for long-term sustainability increase the impact of projects	45.1 The project includes risk assessment and built-in mitigation measures in the event of changes in leadership and lack of commitment to carry out the projects beyond the Programme. This includes but not limited to strengthening institutional ownership both at high political and technical level.
		45.2 The project establishes a strategy to continue and maintain the projects after the Programme. This includes but is not limited to establishing clear steps for implementation and defining a process to formalize the project as a legal instrument. .
		45.3 The project includes a communication and capacity development strategy to inform stakeholders about legal obligations, rights and appeal mechanisms.
46	Defined roles and responsibilities at all levels of government provides clarity in case of overlapping mandates	46.1 The project develops an assessment of the institutional setting and uses this to assign roles, responsibilities and authority to ensure success.
		46.2 Roles and responsibilities are assigned based on institutional capacities and abilities.
		46.4 Cross-sector and -government coordination mechanisms help to establish project legitimacy and buy-in, and multi-level coordination mechanisms are in place to ensure effective design and implementation.
		46.5 The project proposes third-party partnerships where appropriate to achieve better project outcomes (ie private sector, civil society, and academic).
		46.6 Proposed partnerships follow principles of good governance by being transparent, fair and promoting public benefits.
50	Ensuring privacy and confidentiality supports the protection of people's rights	50.1 The project is backed by a background assessment on local and national legal framework on data disclosure/privacy/sharing, identifying gaps, barriers and possible cultural challenges.

		50.2 The project considers actions to ensure data de-personalization and private data confidentiality, aimed at guaranteeing individuals a right to privacy.
		50.3 The project establishes a detailed roadmap describing the process of data disaggregation and depersonalization.
		50.4 The project promotes capacity building on data protection, privacy and control, aimed at citizens and private and public data producers.
		50.5 The project delivers guidelines to maintaining human rights in data processing and management (freedom of speech, rights to privacy etc) in accessible languages and multiple platforms.
		50.6 The project defines processes for data protection and security for data management and storage systems, ensuring compliance on protection over the data life cycle.
		50.7 The project provides best practices for data security and privacy by means of implementing a Data Protection Impact Assessment (DPIA).
		50.8 The project provides policies for monitoring compliance with standards of confidentiality, ethical and moral conduct with regard to data use.
51	Effective data dissemination to empower individuals and community	51.1 The project considers a demand-based data approach identifying effective ways to disseminate data.
		51.2 The project establishes detailed and clear criteria for transparency and levels of openness of data.
<i>Key Driver: Financial Strategies</i>		
52	Realistic long-term financial strategy is essential for project implementation	52.1 The project is based on a background assessment of the financial requirements needed for the execution, maintenance, and operation of the project. It also includes an assessment of existing financial capacity, financing mechanisms, and legal regulations.
		52.2 A financial strategy is developed that is aligned with existing financial capacity. Market conditions (including supply, demand, public budgeting, etc.) as well as political, social and environmental risks are assessed in this strategy.
		52.5 Mitigation measures are put in place to prevent common risks to the application of the financial strategy. This should take into consideration rules on cost-effective public procurement, corruption, cost coverages, lower than expected revenue streams and
53	Mechanisms for own-source revenue through the project strengthen the government's financial standing	53.1 The project is backed by a background assessment of existing and new potential revenue streams for project finance. This includes an assessment of existing revenue sources and their value, legal regulation, and the government's capacity to enforce the rule of law. It also identifies potential areas where revenues and the existing tax base can be expanded or improved.
		53.2 The proposed financial strategy proposes a mix of revenue sources that can increase budget stability. This can include income tax, property tax, user charges and fees, land-based finance tools and consumption taxes.
		53.5 Activities for strengthening the capacity for municipal revenue generation are identified and carried out.
54	Data literacy and capacity building enhances technology development, research and innovation to support sustainable urbanization	54.4 The project provides data-oriented capacity building for improving data-driven urban management in public departments.
		54.5 The project promotes urban-oriented data-driven entrepreneurship events, encouraging the emergence of new urban tech businesses.