

**CALL FOR SERVICE PROVIDERS: Crime Statistics Aggregation and Analysis for the South African Cities
Open Data Almanac (SCODA)**

08 May 2024

Table of Contents

<u>1 Introduction</u>	3
<u>2 Objectives</u>	4
<u>3 Scope of work</u>	4
<u>4 Methodology</u>	5
<u>5 Time scale</u>	5
<u>6 Deliverables</u>	5
<u>7. Management</u>	5
<u>8 Expertise required</u>	6
<u>9 Assessment of quotations</u>	6
<u>10 Resources and costing</u>	6
<u>11 Applicable terms and conditions</u>	6
<u>12 Submissions and enquiries</u>	6

1 Introduction

The South African Cities Network (SACN) was established in 2002 by the Minister for Provincial and Local Government, in collaboration with the mayors of South Africa's largest cities and the South African Local Government Association (SALGA), as an independent Section 21 company with the mandate to:

- Promote good governance and management in South African cities;
- Analyse strategic challenges facing South African cities, particularly in the context of global economic integration and national development challenges;
- Collect, collate, analyse, assess, disseminate and apply the experience of large city government in a South African context; and
- Promote shared-learning partnerships between different spheres of Government to support the management of South African cities.

The SACN operationalises these objectives through a comprehensive knowledge generation, application and dissemination agenda. It convenes peer-to-peer learning and exchange platforms in support of city practice, through thematic reference groups.

The Urban Safety Reference Group (USRG) was established in early 2014 to address gaps in knowledge/evidence, collective advocacy and peer-to-peer learning on the subject of urban safety. The USRG comprises safety sector representatives from South Africa's largest cities, namely Buffalo City Metropolitan Municipality, the City of Johannesburg, the City of Tshwane, the City of Ekurhuleni, eThekweni Metropolitan Municipality, Mangaung Metropolitan Municipality and Nelson Mandela Bay Metropolitan Municipality.

Also represented in the USRG are national crime prevention and safety promotion stakeholders – these include the Civilian Secretariat for Police Service (CSPS), Department of Cooperative Governance (DCoG), Department of Social Development (DSD), South African Local Government Association (SALGA), and the National Treasury (NT). In addition, the USRG has had the support of the University of Cape Town's Centre of Criminology, the Safety and Violence Initiative (SAVI), The Centre for the Study of Violence and Reconciliation (CSVR), Fixed Africa and Indlela Growth Strategies among its knowledge partners since its inception. It has proven a valuable platform for sharing amongst practitioners from SACN participating cities as well as other key government role-players on safety and violence prevention.

As the first institutionalised forum in South Africa on this subject, the USRG is premised on the unique position of local government to lead in improving safety governance (policy, planning and implementation) by advocating the streamlining and institutionalisation of safety as multidisciplinary and transversal. That is, integrated and preventive approaches to violence and crime, that extend beyond policing and law enforcement or the reliance on private security firms. The USRG is also premised on the strategic importance of metropolitan municipalities in localising global and national agendas placing cities at the centre of driving sustainable, inclusive and equitable development; such as the New Urban Agenda (NUA), Sustainable Development Goals (SDGs) and the Integrated Urban Development Framework (IUDF).

The USRG is convened by the SACN with the support of the Inclusive Violence and Crime Prevention (VCP) Programme. The VCP Programme is a joint development cooperation programme between the governments of South Africa and Germany; implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) and co-financed by Global Affairs Canada (GAC).

Within this collaboration, the USRG has a comprehensive programme of work aligned to aforementioned themes and objectives. This programme of work is currently operationalised through 6 outcomes, including but not limited to the "increased prioritisation of evidence-based, gender centred, community oriented approaches to violence prevention" and the "promotion of greater political will, ownership and championing around the topic of urban safety".

2 Objectives

As part of its ongoing programmatic work to develop and share evidence that informs decision-making for policy development and practise, the USRG produces the *State of Urban Safety in South Africa Reports*. Four editions of this flagship project have been published to date (2016, 2017, 2018/19 and 2021), together with the interim reports *State of Crime and Safety in South African Cities* (2020 and 2022), which focused on just the crime statistics. The flagship project *State of Urban Safety in South Africa Report* documents the activities, research and key learnings and recommendations arising out of the USRG on an annual basis, with the main focus being a compendium and analysis of data on a set of 21 indicators relating to the state of crime and violence compiled for each of the participating cities of the SACN (along with Cape Town and Msunduzi Municipality). At the heart of the data set is the annually released South African Police Service (SAPS) crime statistics, which are broken down to the city level and overlaid with social and economic factors, which is the only available analysis of this kind.

As a continuation of regular and incremental updates on the USRG data repository, an analysis of the 2022/23 crime statistics released by SAPS in December 2023, and to some extent the latest census data, will be used to complement policy and practice evidence in the upcoming *State of Urban Safety Report*, as well as uploaded onto the South African Cities Open Data Almanac (SCODA) platform. The SCODA upload should be done in collaboration with the manager for the Innovative Cities Programme at SACN. The service provider may also be required to liaise with other service providers compiling the *State of Urban Safety in South Africa Report* (e.g. content and design teams). The crime statistics update will also assist in the development of applied interventions in selected cities, based on overarching thematic focus areas of the USRG.

3 Scope of work

The USRG seeks to appoint a suitably qualified service provider to support in conducting the aggregation and in-depth analysis of the SAPS crime statistics for 2022/23 aligned to municipal boundaries of USRG member cities (plus Cape Town and Msunduzi), various reported crime categories as well as the updated 21 crime and safety indicators. The service provider appointed to support this project is expected to provide the following services:

- Develop excel spreadsheet containing the SAPS recorded crime statistics for the period 2005/6 to **2022/23**, aggregated to the city level (for nine relevant municipalities, with appropriately updated annual population estimates), for all crime types.
- Update graphs over time of relative city trends in below as on pages 12-17 of the 2021 *State of Urban Safety in South Africa Report*:
 - Murder,
 - Assault with intent to inflict grievous bodily harm,
 - Robbery at residential premises,
 - Robbery at non-residential premises,
 - Burglary at residential premises,
 - Vehicle and motorcycle theft,
 - Carjacking,
 - Sexual offences, and
 - Total crime detected as a result of police action.
- Update Indicator 16, delineating general unemployment and youth unemployment
- Update graphs (nine) of long-term trends in selected crime rates per 100 000 in each city, as on pages 58-75 of the 2018-2019 report.
- Update graph of “Absolute number of murders compared to murder rates per 100 000” (2020/21), as on page 9 of the 2018-2019 report.

- Develop an excel spreadsheet containing the most recent available data on the 21 quantitative indicators of crime. This includes:
- Colour-coded tables (three) of city relative positions in terms of the 21 indicators, as on pages 21-22 of the 2018-2019 report, in.
- Colour-coded tables (nine) of each city's position in terms of the 21 indicators, as on pages 58-75 of the 2018-2019 report.
- Map images (nine) of municipalities, indicating precincts with highest 2020/21 rates per 100 000 (at 2011 population estimates) of murder.
- Update the overview on trends in South African crime statistics (including in 2020/21), indicating any points of interest on city indicators, and data from the Victims of Crime Survey (including ranking system).
- Update nine individual city spreadsheets containing detailed crime statistics for all police precincts within the member municipalities + Cape Town.
- Workshop USRG members on the update and the use of the indicator tool at one of the USRG's plenary meetings. The service provider should be prepared to provide further support (telephonic, virtual) to member cities on individual city crime profiles and other aspects of the update that apply to them.
- Work with SACN Data Manager to develop the GIS maps of the key indicators to develop maps for each of the Cities as part of the report and to load on the SCODA platform

The SACN Authors Guide together with the Guide to Data Reporting are attached, showing how data should be packaged, labelled and submitted. The service provider will further be expected to facilitate the upload the data set onto the SCODA platform, using a guide to be provided and with the support of the manager of SACN's Urban Data project.

4 Methodology

The successful service provider must apply appropriate quantitative research methods i.e. (desktop research, pooling of existing material, integrative writing and analysis)

5 Time scale

The project will kick off in early June 2024 (approx. 6 weeks, bidders to provide an estimate of working days). Successful bidders should be prepared to conduct all meetings and events related to support virtually. This is over and above project management sessions as necessary, inclusive of the inception meeting.

6 Deliverables

The following series of deliverables is expected:

1. Agreement with the project manager(s) on delivery timeframes, and intermediate milestones within 1 week of confirmation of contract by early June 2024.
2. Draft chapter of updates, aggregation, analysis and indicator tool workshoped with USRG members by 5 July 2024.
3. Final full chapter of updates, aggregations, analysis and infographics (graphs, tables etc.) incorporating inputs and comments from workshop by 19 July 2024.
4. SCODA data set, graphics and charts completed for upload by 19 July 2024.
5. Copies of all written products related to this assignment should be submitted in electronic format (Microsoft Excel/Word, PowerPoint/Pdf) by 19 July 2024.

7 Management

Successful bidders will be expected to produce – in consultation with the Project Manager(s) - an agreement within 1 week of confirmation of contract. This should include a detailed project plan, indicating delivery

timeframes, intermediate milestones (linked to deliverables outlined in Section 6), communication protocols, human resources etc. Indications of any identified risks and potential for additional resources or requirements should be indicated as far as possible at this stage. Bidders must submit a highly developed draft, at the end of the period along with the completion invoice.

8 Expertise required

The successful bidders should display relevant experience, technical expertise or capabilities with respect to the following:

- Qualifications in the humanities, law, criminology, security, development, public management, safety governance or any related fields. Experience in local government is advantageous.
- Strong understanding of and experience in urban safety, safety governance, public administration.
- Bidders are required to provide 2 samples of previous work extracting crime statistics and aggregating them to municipal level
- Knowledge of powers and functions in South African government in relation to community safety and violence prevention as defined by the Constitution and relevant legislation, and policy documents such as the White Paper on Safety and Security, ICVPS, Integrated Urban Development Framework (IUDF), National Strategic Plan on Gender-Based Violence & Femicide(NSP), New Growth Path Framework etc.
- Scholarly [primary and secondary] research, research methods, analysis.
- A track-record of good, accessible communication and writing.
- Ability to work to timeframes and specified outputs.
- Familiarity with the South African Cities Network and/or GIZ-VCP would be of added advantage.

9 Assessment of quotations

Bids will be adjudicated on relative value for money gauged against the following criteria:

- Proposal and methodology quality; 20%
- Previous experience on projects extracting crime statistics and aggregating them to municipal level; 30%
- Qualification, track record & references of personnel that will work on the project; 30%
- Diversity & level of ownership and project involvement of Previously Disadvantaged Individuals; 20%

10 Resources and costing

The fee for the project is set at ZAR 100 000, payment schedule for which is in two tranches (beginning and end of the project). Contributors should note that all engagements (referred to under deliverables) will be held virtually unless otherwise agreed.

11 Applicable terms and conditions

SACN reserves the right not to award this contract, or to renegotiate its terms, subject to circumstances and adequacy of submissions. The selection will be based on the strength and relevance of the proposal and contribution to enhanced community safety and participatory processes.

12 Submissions and enquiries

Interested contributors should provide:

- An outline describing the proposed methodology and overall approach to support process.
- Copies of profiles and CVs of all personnel assigned to the project.

Enquiries regarding the call and project will be accepted no later **22 May 2024**. Supporting resources for the preparation of proposals are attached. For any technical enquiries please contact Sophelele Ngobese on sophelele@sacities.net

Final proposals should be sent by email to Jabulani@sacities.net by close of business on **28 May 2024**.