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Violence Reduction Partnership (VRP)

Data and Analysis Working Group (DAWG)

Terms of Reference (ToR)

October 2023

# distribution list and dawg membership

|  |  |  |  |
| --- | --- | --- | --- |
| Agency | Specified or Relevant Authority[[1]](#footnote-1) | Name & Role / Partner | Date Sent |
| Violence  Reduction  Unit (VRU) | N/A | VRU Director and Chair  VRU Manager and Vice-Chair  VRU Analyst  VRU Data and Evaluations Officer  Engagement Lead for Hampshire and Isle of Wight Together (HIOWT)  VRU Programmes and Projects Officer | 19/10/2023 |
| Police | Specified Authority | Tactical Lead for Serious Violence, Violence Crime Taskforce  Representative Lead Analyst | 19/10/2023 |
| Hampshire Fire & Rescue Service (HRFS) | Specified Authority | Representation from HFRS | 19/10/2023 |
| Youth Justice Service (YJS) | Specified Authority | Representation from Portsmouth YJS  Representation from Hampshire YJS | 19/10/2023 |
| Health – Integrated Care Boards | Specified Authority | Representation from ICB | 19/10/2023 |
| Local Authorities | Specified Authority | Representation from Hampshire County Council  Representation from Isle of Wight Council  Representation from Portsmouth City Council  Representation from Southampton City Council  Representation from Basingstoke & Deane Borough Council  Representation from Rushmoor Borough Council | 19/10/2023 |
| Office of Police and Crime Commissioner (OPCC) | N/A | Representation from OPCC | 19/10/2023 |
| Probation | Specified Authority | Representation from Probation | 19/10/2023 |
| Education | Relevant Authority | Attendance not yet required |  |
| Prison Service | Relevant Authority | Attendance not yet required |  |

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# introduction

The Strategic Violence Reduction Partnership (SVRP) has been established to develop and deliver a Strategy to address the root causes of serious violence in our communities. This is in accordance with the Home Office Serious Violence Duty (SVD) Statutory Guidance.

Within Hampshire, Isle of Wight, Portsmouth and Southampton (HIPS), the Violence Reduction Unit (VRU) are responsible for leading on this approach and working collaboratively with all Partners within the Violence Reduction Partnership (VRP) to reduce serious violence, promoting a Public Health[[2]](#footnote-2) and Trauma Informed[[3]](#footnote-3) Approach.

The VRP recognises that tackling serious violence is not a law enforcement issue alone and requires a collaborative Partnership approach.

One of the sub groups within the SVRP to achieve this is the Data and Analysis Working Group (DAWG).

# vision and mission

Our ***vision*** is for Hampshire, Isle of Wight, Portsmouth and Southampton to be a place where people can live their lives free from violence and the fear of violence.

Our ***mission*** is to prevent violence by building a collaborative, courageous and sustainable Partnership which will drive the change required to successfully address the causes and consequences of violence. 

# aims and activities linked to the theory of change (toc)

The DAWG brings the VRP together to coordinate efficient and effective data sharing to provide the evidence base of the local picture of serious violence, as part of a Public Health Approach.

The DAWG oversees the operational delivery of the VRP Strategy for Data Sharing and Analysis, which is captured within the [VRP Theory of Change](https://forcesserip.sharepoint.com/:p:/r/sites/teamhcopccksa/Shared%20Documents/General/Data%20%26%20Analysis%20(D%26A)/Theory%20of%20Change/23.24%20VRP%20Theory%20of%20Change.pptx?d=w3aeb3db2c3ad4e888cd9e7d59572b0dc&csf=1&web=1&e=JBZMbO) (ToC)[[4]](#footnote-4).

The following activities will be delivered by the DAWG, in alignment with the ToC[[5]](#footnote-5):

* Seek to embed automated, data-led system responses (1.d).
* Ensure the membership is reviewed regularly to represent the Specified and Relevant Authorities (2.a).
* Collaborate and co-produce a Strategic Needs Assessment (SNA) which meets the needs of Specified Authorities & Community Safety Partnerships (CSPs) at a HIPS and CSP level (2.b).
* Develop a Partnership Data Tracker to increase understanding of partnership data relevant to Serious Violence and its drivers (2.c).
* Work with Information Governance to break down barriers to data sharing and where necessary formalise arrangements (2.d).
* Review the Theory of Change (ToC) in partnership and develop an Outcomes Based Performance Framework (OBPF) to monitor progress (2.e).
* Development of the Hampshire and Isle of Wight Together (HIOWT) common data platform to ensure it meets the needs of CSPs, as well as Specified and Relevant Authorities (2.f).
* Use partnership data to identify individuals, communities and geographic locations at increased risk of serious violence (2.g).

# crest advisory recommendations

The Home Office commissioned Crest Advisory to assess the VRP’s readiness to meet the SVD and made necessary recommendations to the Partnership to reach maturity[[6]](#footnote-6).

The following recommendations are recorded in the [Crest Advisory Readiness Tracker](https://forcesserip.sharepoint.com/:p:/r/sites/teamhcopccksa/Shared%20Documents/General/Data%20%26%20Analysis%20(D%26A)/Crest%20Advisory/Readiness%20Recommendations/Crest%20Advisory%20Readiness%20Tracker%20V1.pptx?d=wd9d40277466e4349bf565aa42703d0c3&csf=1&web=1&e=JUa4dq), which will be considered and delivered by the DAWG[[7]](#footnote-7):

* A long-term plan should be developed to capture the roles and commitments of each Specified Authority to produce and regularly update the SNA, including expected contributions around provision of data, insight and analytical resource (1.1).
* Future SNA’s should draw on a broader range of data from Partners to develop a fuller picture of serious violence (1.2).
* The Partnership should develop a Theory of Change or similar structure to provide the basis for performance monitoring and evaluation (3.2).
* Partners should review data collection practices and ensure that there is a consistent approach to data collection. Actions to improve data collection and data quality should be identified by Partners (6.1).
* Current data sharing practices should be brought together within a unified framework, with an aim of reducing the reliance on individual Information Sharing Agreements, and aligning with expected contributions (6.2).
* Training and information should be provided to Partners on good data sharing principles and legal requirements around data sharing in connection within the Duty.
* The Partnership should also hold a relationship-building data sharing workshop with Partners, in order to work through the reticence around information sharing (6.3).

Once a recommendation has been achieved, the Crest Advisory Readiness Tracker will be updated and the DAWG ToR will also be revised to reflect this.

# outcomes based performance framework

The VRU has developed an [Outcomes Based Performance Framework](https://forcesserip.sharepoint.com/:x:/r/sites/teamhcopccksa/Shared%20Documents/General/Data%20%26%20Analysis%20(D%26A)/Outcomes%20Based%20Performance%20Framework/Outcomes%20Based%20Performance%20Framework.xlsx?d=w1c8cd068fff4452ab8714d40fb42e72d&csf=1&web=1&e=l4NRjj) on behalf of the VRP to track performance progress for each strategic area, under the SVRP, to reduce serious violence.

An increase in the numbers of Specified and Relevant Authorities sharing data will result in a response that is focused on priority issues, cohorts and locations, informed by the Partnership’s understanding of local serious violence

The impact of activity from the DAWG should be measured by the following element[[8]](#footnote-8) of the Performance Framework, which will be monitored and reported on quarterly:

* The [Partnership Data Tracker](https://forcesserip.sharepoint.com/:x:/r/sites/teamhcopccksa/Shared%20Documents/General/Data%20%26%20Analysis%20(D%26A)/Partnership%20Data%20Tracker/Partnership%20Data%20Tracker.xlsm?d=w6186817d838c47d6917722e36186f64f&csf=1&web=1&e=CzEyB2) will record the percentage of data sources with a green RAG status (3.1.1.a).

# partner responsibilities

Under the Serious Violence Duty, the following Specified Authorities are required to collaborate and plan to prevent and reduce serious violence:

* Police
* Justice (Probation Services and Youth Justice Service)
* Fire and Rescue Service
* Health (Integrated Care Boards)
* Local Authorities (District and County Councils)

The following Relevant Authorities are also expected to collaborate and plan to prevent and reduce serious violence:

* Prison Service
* Education

The responsibility from each member of this group is to represent their organisation by ensuring the following is achieved:

* Provide a link to their relevant organisations and advocate for data and information sharing to ensure a problem solving approach to tackling serious violence.
* Challenge each other to focus on solutions where there is an evidence base to show good practice.
* Understand the requirements of the SVD and collaborate to improve the HIPS wide response.
* Be open to and provide support to other Partners, sharing best practice.
* Adopt and promote a Public Health Approach to tackling serious violence to Partners, Stakeholders and the Public.

# reporting relationships

The Chair / Vice Chair of the DAWG will raise any key updates and decisions to the SVRP on a quarterly basis.

# meeting frequency and format

Meetings will be held monthly and reviewed in December 2023.

To foster positive relationships, these will be held via Teams with every third meeting being held in person and hosted by a different Specified Authority.

# administration

No minutes will be taken, however actions and attendance for all meetings will be recorded and monitored by the VRU.

1. As stated within the Home Office Serious Violence Duty (SVD) Statutory Guidance, December 2022. [↑](#footnote-ref-1)
2. The World Health Organisation (WHO) provided a 4-step process for implementing a Public Health Approach, which the Home Office has promoted as a methodology to tackle serious violence:

   Surveillance

   Identify Risk and Protective Factors

   Develop and Evaluate Interventions

   Implementation [↑](#footnote-ref-2)
3. Trauma Informed focuses on ‘what has happened to this person’, rather than ‘what is wrong with this person’. [↑](#footnote-ref-3)
4. The ToC is a high level representation of how the VRP’s resources and activities lead to the desired short, medium and long term changes, which will reduce serious violence and risk [↑](#footnote-ref-4)
5. Number per activity aligns to that shown in the VRP Theory of Change. [↑](#footnote-ref-5)
6. Recommendations from Crest Advisory (Crime and Justice Specialists) were published in the ‘Joint Readiness Assessment for Hampshire & Isle of Wight’ (published May 2023). [↑](#footnote-ref-6)
7. Number per recommendation aligns to that provided by Crest Advisory. [↑](#footnote-ref-7)
8. Number per element aligns to that shown in the Outcomes Based Performance Framework. [↑](#footnote-ref-8)