****

Violence Reduction Partnership (VRP)

Data and Analysis Working Group (DAWG)

Terms of Reference (ToR)

February 2024

# distribution list and dawg membership

|  |  |  |
| --- | --- | --- |
| Agency | Specified or Relevant Authority[[1]](#footnote-1) | Name & Role / Partner |
| Violence  Reduction  Unit (VRU) | N/A | VRU Director and Chair  VRU Manager and Vice-Chair  Engagement Lead for Hampshire and Isle of Wight Together (HIOWT)  VRU Programmes and Projects Officer |
| Police | Specified Authority | Tactical Lead for Serious Violence, Violence Crime Taskforce  Lead Analyst, Corporate Insights |
| Hampshire and Isle of Wight Fire & Rescue Service (HIWFRS) | Specified Authority | Senior Analyst, Organisational Performance |
| Youth Justice Service (YJS) | Specified Authority | Performance and Management Information Officer – Portsmouth YJS  Representation from Hampshire YJS |
| Health – Integrated Care Boards | Specified Authority | Head of Business Intelligence (Interim), Digital Data and Insights, ICB  Representation from ICB |
| Local Authorities | Specified Authority | Senior Public Health Analyst, Hampshire County Council  Community Safety Services and Digital Twin Lead Analyst, Isle of Wight Council    Head of Data, Intelligence and Insight, Southampton City Council  Assistant Director, Strategic Intelligence and Research, Public Health, Portsmouth City Council  Community Safety Analyst, Portsmouth City Council  Representation from Basingstoke & Deane Borough Council  Community Safety Analyst, Rushmoor Borough Council  Principle Data Analyst, Southampton City Council |
| Office of Police and Crime Commissioner (OPCC) | N/A | Representations from Performance and Research Team |
| Probation | Specified Authority | Serious Violence Lead - Head of Probation Delivery Unit  Performance and Quality Officer, South Central Region |
| Education | Relevant Authority | Attendance not yet required |
| Prison Service | Relevant Authority | Attendance not yet required |

### **Contents**

[Distribution list 2](#_Toc147405687)

[Introduction 4](#_Toc147405688)

[Vision and Mission 4](#_Toc147405689)

[Aims and Activities linked to the Theory of Change (ToC) 5](#_Toc147405690)

[Crest Advisory Recommendations 6](#_Toc147405691)

[Outcomes Based Performance Framework 6](#_Toc147405692)

[Partner Responsibilities 7](#_Toc147405693)

[Reporting Relationships 8](#_Toc147405694)

[Meeting Frequency and Format 8](#_Toc147405695)

[Administration 8](#_Toc147405696)

Cover photo: Logo

# 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, based on the findings obtained within the [Strategic Needs Assessment](https://www.hampshire-pcc.gov.uk/vru-home/useful-documents) (SNA)[[2]](#footnote-2). 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[[3]](#footnote-3) and Trauma Informed[[4]](#footnote-4) 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://www.hampshire-pcc.gov.uk/vru-home/useful-documents) (ToC)[[5]](#footnote-5).

The following activities will be delivered by the DAWG, in alignment with the ToC[[6]](#footnote-6):

* Specified and Relevant Authorities attend and collaborate (2.a).
* Collaborate and co-produce an annual HIPS-wide SNA to meet the needs of specified authorities and CSPs (2.b)
* Continue utilising the Data and Analysis Working Group (DAWG) to facilitate an understanding of partnership serious violence data and its drivers using a Partnership Data Tracker (2.c).
* Work with information governance leads through the DAWG to work through barriers to data sharing and where necessary formalise arrangements (2.d)
* Provide training to partners on the data sharing principles and legal requirements under the Serious Violence Duty to work through any barriers, or reticence, around information sharing (2.e)
* Regularly review the Theory of Change and Outcome-Based Performance Framework (OBPF) in partnership to complement partners’ existing monitoring and evaluation work (2.f)
* Develop a common data sharing platform (Hampshire and Isle of Wight Together - HIOWT) and review opportunities for data science, including AI and machine learning, to inform the VRP. Consider how existing data dashboards such as Insights can contribute to this work (2.g)
* Use partnership data to embed an automated, data-led system response to identify the individuals, communities and locations at increased risk of serious violence (2.h)
* Connect with the Population Health Management programme and the Hampshire and Isle of Wight ICB to further understand how health data can inform the VRP.

# 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[[7]](#footnote-7).

The following recommendations are recorded in the [Crest Advisory Recommendations Tracker,](https://www.hampshire-pcc.gov.uk/vru-home/useful-documents) which will be considered and delivered by the DAWG[[8]](#footnote-8):

* 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).
* 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). This will be implemented via the HIOWT Working Group, once live.
* 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). This will be implemented via the HIOWT Working Group, once live.
* 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). This will be implemented via the HIOWT Working Group, once live.
* Partners should place a focus on a public health model, in particular understanding the prevalence of risk factors and the effectiveness of universal prevention activity when developing and updating data and information sharing arrangements across the partnership and with commissioned services (7.3). This will be implemented via the HIOWT Working Group, once live.

Once a recommendation has been achieved, the Crest Advisory Recommendations 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://www.hampshire-pcc.gov.uk/vru-home/useful-documents) 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[[9]](#footnote-9) of the Performance Framework, which will be monitored and reported on quarterly:

* The [Partnership Data Tracker](https://www.hampshire-pcc.gov.uk/vru-home/useful-documents) 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:

* Respond to data requests for the purposes of meeting the Data and Analysis strategic objective. The Serious Violence Duty (SVD) allows data sharing between Specified and Relevant Authorities. The scope of the data sharing is broad, including to improve the evidence base, support the multi-agency response to serious violence and support Partnership working. Ultimately the aim across HIPS is to use innovative methods to share data to identify, manage and support people and places most affected by serious violence.
* Share data to help the Partnership understand and monitor the impact of its Response Strategy on preventing and reducing serious violence.
* Develop a sustainable plan to capture their commitment to the production of an annual SNA specifically in relation to the provision of data and analytical resource.
* 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 June 2024.

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 Strategic Needs Assessment (SNA) allows us to understand data through analysis around which communities are impacted by serious violence and what we know about the root causes of violence. [↑](#footnote-ref-2)
3. 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-3)
4. Trauma Informed focuses on ‘what has happened to this person’, rather than ‘what is wrong with this person’. [↑](#footnote-ref-4)
5. 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-5)
6. Number per activity aligns to that shown in the VRP Theory of Change. [↑](#footnote-ref-6)
7. 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-7)
8. Number per recommendation aligns to that provided by Crest Advisory. [↑](#footnote-ref-8)
9. Number per element aligns to that shown in the Outcomes Based Performance Framework. [↑](#footnote-ref-9)