

## **Wales Data and Analysis Innovation and Improvement Network Terms of Reference**

The purpose of the Wales Data and Analysis Innovation and Improvement Network (WDAIIN) is to provide leadership, oversight and direction between all partners in regards to data analysis. To provide the oversight to enable innovation and improvement supported by data and analysis across the whole of Wales, providing support to local partnership working that will support safe, strong and more confident communities. WDAIIN is a partner network of the Safer Communities Board and will be supported through the Wales Safer Communities Network Team.

### **The objectives of WDAIIN are:**

- To develop the All-Wales Multi-Agency Data and Analysis Hub/Team approach, including development of business cases for multi-agency investment in partnership analysis and establishment of appropriate long-term governance arrangements;
- To provide multi-agency business intelligence products and support for partnerships working to address serious violence and organised crime, as well as other priority crime types and anti-social behaviour, across the whole of Wales;
- Establish WDAIIN as a key partner-network of the Safer Communities Network under the Safer Communities Board, delivering at least part of the Board Programme linked to Evidence-based intelligence work;
- Support Community Safety Partnerships 'Strategic Assessments' and endeavour to ensure that intelligence product commissioning and development are mainstreamed and continuous processes, are appropriately aligned to Wellbeing Assessments, Health Social Care and Wellbeing Assessments and Welsh Government's Public Services 'digitalisation' agenda;
- Support the 'Evidence-based, Intelligence-led' principle and its application within local/regional partnership working is sustainably resourced;
- To develop and deliver the WDAIIN work plan;
- To keep each other updated about current and emerging issues that could have an impact on the delivery of community safety working, especially in regards to data analysis across Wales;
- To advise, inform and influence Welsh Government, UK Government (Home Office, Ministry of Justice) and representative bodies in local government, policing and criminal justice etc., through the Safer Communities Board;
- To identify, celebrate and promote effective practice and encourage the adoption, upscaling and mainstreaming of initiatives that are proven to be 'what works';

- To identify and develop opportunities with various agencies and organisations across Wales in relation to developing the sharing and use of further and wider data sets (eg Substance misuse services data, HMPPS data, Youth Justice data, Education data and Sexual Assault Referral Centre (SARC)); and
- To work closely with the Safer Communities Board, Safer Communities Network and other partners in community safety in Wales, making shared representations on issues of joint concern as appropriate and to highlight the importance of data and analysis to lead on innovation and improvements in community safety.

**Membership:**

The Membership is to be made up of practitioners and strategic leads. Membership is open to anyone who is a practitioner or strategic lead around data and data analysis who are interested in joining. The membership list will be held by the Wales Safer Communities Network Team as secretariat.

The following are a list of organisations who are already members or been invited to join:

- Police & Crime Commissioners
- Police
- Probation
- HMPPS
- Integrated Offender Management
- Youth Justice Board
- Violence Prevention Unit
- Data Cymru
- Fire and Rescue Services
- Local Authorities
- Health
- Public Health
- Welsh Ambulance Service Trust
- Universities
- Welsh Government
- Senedd
- Wales Safer Communities Network (secretariat)

Other members can be invited by agreement, including for specific meetings or agenda items.

**Operation of WDAIIN:**

- WDAIIN will meet four times a year.
- WDAIIN will nominate a Chair and vice-Chair from within its membership on an annual basis
- Decisions can be made between meetings via electronic means.
- WDAIIN Members will be responsible for delivering against WDAIIN 's priorities.
- The Wales Safer Communities Network Team can contact individual WDAIIN Members for advice and assistance between meetings.

The secretariat will be provided by the Wales Safer Communities Network Team in accordance with the agreement with the Wales Safer Communities Board. All papers will be circulated one calendar week before the meeting wherever possible.

WDAIIN will report progress and provide regular updates to the Safer Communities Board. The Safer Communities Board will then update the Policing Partnership Board for Wales, Policing in Wales (which includes all Commissioners

and Chief Constables), WLGA political and officer forums and the Criminal Justice in Wales Board.

WDAIIN members are expected to declare any conflicts of interest that may arise during the operation of WDAIIN and its work programme.

### **Roles and Responsibilities**

The WDAIIN is accountable for:

- fostering collaboration
- removing obstacles to the WDAIIN's successful delivery, adoption and use
- maintaining at all times the focus of the WDAIIN on the agreed scope, outcomes and benefits
- monitoring and managing the factors outside the WDAIIN's control that are critical to its success.

The Chair of WDAIIN will:

- set the dates for the meetings
- agree the agenda so it and any papers can be circulated 7 days in advance of the meetings
- represent WDAIIN at external meetings and events as required.

The Safer Communities Network Team will:

- provide secretariat support to WDAIIN
- share the agenda and papers 7 days ahead of a meeting
- maintain the membership list and a list of those attending.

The membership of WDAIIN will commit to:

- attending all scheduled meetings
- wholeheartedly championing the WDAIIN within and outside of work areas
- sharing all communications and information across all WDAIIN members
- making timely decisions and taking action so as to not hold up the WDAIIN priorities
- notifying members of the WDAIIN, as soon as practical, if any matter arises which may be deemed to affect the development of WDAIIN or other associated work through the Safer Communities Network
- attending all meetings and if necessary nominate a proxy.

Members of the WDAIIN will expect:

- that each member will be provided with complete, accurate and meaningful information in a timely manner
- to be given reasonable time to make key decisions
- to be alerted to potential risks and issues that could impact the projects and work programme, as they arise
- open and honest discussions, without resort to any misleading assertions
- ongoing 'health checks' to verify the overall status and 'health' of the network.

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## Version Control

Version	Amendments made	By Who	Circulation
1	Draft of new ToR by Safer Communities Network team	SC/ER	WDAIIN
2	Revised version following feedback from WDAIIN	SC	WDAIIN