Cardiff Partnership Data Group
Terms of Reference

To progress and provide governance for the Business Intelligence agenda a **Cardiff Partnership Data Group** has been formed. The group comprises:

- Steve Jarman: Customer & Business Knowledge Manager – Cardiff Council
- Sion Ward: Principal Research Officer – Cardiff Council
- Jonathan Day: Principal Policy Officer – Cardiff Council
- Hugo Cosh: Advanced Public Health Intelligence Analyst, Public Health Wales Observatory
- Melanie Harris: Analyst Team Leader – South Wales Police
- Dave Parsons: Improvement & Information Management – Cardiff Council
- Andrew Horner-Seddon: Principal IT Consultant - Security – Cardiff Council
- Philippa Fido: Principal Outcome Delivery Officer – Cardiff Council
- Steve Thomson: Corporate Informatics & Reporting Information Manager – Cardiff & Vale University Health Board

The group has been given the responsibility for:

- Updating and reviewing the Partnership Data Directory
- Promoting and enabling data sharing opportunities across agencies
- Ensuring data use across partnerships is appropriate and robust
- Signposting partnership members to correct data
- Managing future Needs Assessment work
- Updating Cardiff Partnership Board on data requirements
- Updating Cardiff Partnership Board on barriers to better data collection or sharing

The group will:

- Meet every two months
- Develop actions from meetings for partners
- Raise issues for Cardiff Partnership Board
- Propose new projects (shared bids for resources)

Secretariat support is provided by the Policy, Partnerships and Citizen Focus team.