



Job Description

Job Title:	Data, Insight and Information Governance Lead – Changing Futures (2.5Yr FTC)
Directorate/Team:	Employment Health Skills and Communities
Location:	16 Summer Lane or other site/location
Responsible to:	Strategic Lead – Changing Futures
Responsible for:	No direct reports
Key working relationships: (internal)	• Strategic Lead – Changing Futures • Systems Change Lead – Changing Futures • Lived Experience and Co-production Lead - Changing Futures • Public Service Innovation Team • Place Based Budgets Team • Research and Intelligence Teams • Information Governance Leads • Data Protection Officers • Digital and Technology Teams • Evaluation and Performance Colleagues
Key working relationships: (external)	• Birmingham, Sandwell and Wolverhampton Changing Futures Partnerships • Regional Improvement Partners (Coventry, Dudley, Solihull and Walsall) • Integrated Care Boards and NHS Providers • Public Health Teams • Police and Crime Partners • Probation and Criminal Justice Agencies • VCSE Organisations • MHCLG and national programme partners • Information Governance Networks • Academic and Research Partners

Purpose of the Post

To lead the Data, Insight and Information Governance function of the West Midlands Changing Futures Programme, supporting partners to make better use of data, intelligence and evidence to improve outcomes for people experiencing multiple disadvantage.

To bring together local authorities, health partners, police, probation, public health and VCSE organisations to strengthen approaches to information sharing, collective insight and system learning.

To identify barriers to effective data sharing and information governance and support partners to develop practical solutions that enable more coordinated responses, improved understanding of need and stronger system-wide decision making.

To ensure data, lived experience insight and professional knowledge are brought together to support regional learning, continuous improvement and public service reform.

Accountabilities

- Lead the development and implementation of the regional Data, Insight and Information Governance function within the Changing Futures Programme.
- Improve collaboration around data sharing, information governance and intelligence across partner organisations.
- Ensure data, lived experience insight and professional knowledge are effectively combined to support learning and system improvement.
- Support the development of shared approaches to outcomes measurement, reporting and evidence generation across the programme.
- Identify and communicate emerging trends, challenges and opportunities relating to people experiencing multiple disadvantage.
- Ensure learning generated through data and insight activity informs programme governance, regional priorities and wider public service reform.

Responsibilities

Strategic

- Lead implementation of the regional Data, Insight and Information Governance approach for the Changing Futures Programme.
- Act as WMCA's strategic lead for data, insight and information governance within Changing Futures.
- Develop a shared regional approach to understanding need, outcomes, system pressures and repeat crisis demand.
- Champion better use of evidence, intelligence and information to support prevention, system reform and improved outcomes.
- Promote a culture of evidence-informed decision making across the programme.
- Influence regional approaches to data sharing and information governance, supporting partners to overcome barriers to collaboration.
- Strengthen links between Changing Futures, Place Based Budgets and wider public service reform programmes to maximise opportunities for shared learning and improvement.
- Keep abreast of emerging policy, legislation, innovation and best practice relating to data use, information governance and systems intelligence.

People

- Build and maintain strong relationships with data, insight, research and information governance professionals across partner organisations.
- Convene and facilitate regional networks focused on data sharing, insight and intelligence.
- Act as a trusted advisor and critical friend to partners seeking to strengthen analytical capability and information governance arrangements.
- Support partners to develop confidence and capability in using data and intelligence to inform decision making.
- Work collaboratively with the Systems Change Lead and Lived Experience and Co-production Lead to integrate multiple sources of evidence and insight.
- Promote collaboration between analysts, researchers, practitioners and decision-makers.
- Represent WMCA within regional and national networks relating to data, analytics and information governance.

Operational

- Establish and coordinate the regional Data, Insight and Information Governance Network.
- Develop mechanisms for bringing together intelligence from multiple organisations to support a richer understanding of multiple disadvantage.
- Identify barriers to data sharing and support partners to develop practical solutions and common approaches.
- Support development of information sharing arrangements and governance frameworks where appropriate.
- Produce regional insight reports, dashboards, briefings and evidence summaries.
- Support collection and interpretation of qualitative and quantitative evidence.
- Ensure data and intelligence inform programme governance, learning cycles and System Maturity Framework reviews.
- Develop approaches that combine data, lived experience insight and practitioner knowledge to improve understanding of system performance and outcomes.
- Support the development of common reporting frameworks and shared outcome measures.

Financial

- Manage budgets associated with data, insight and information governance activity.
- Support commissioning of research, analysis and technical expertise where required.
- Monitor expenditure and ensure value for money in delivery of the function.
- Contribute evidence and analysis to funding proposals and business cases where required.

Other
- Undertake such duties commensurate with the level and nature of the post. - Occasionally work outside normal office hours to support engagement activity, events and partnership meetings.

Person Specification					
Candidates/post holders will be expected to demonstrate the following:	Essential / Desirable		How Evidenced?		
Experience	E	D	A	I	T
Experience of leading or influencing cross-organisational data, insight or intelligence initiatives involving multiple partners.	X		X	X	
Experience of improving how organisations use data, evidence or intelligence to inform strategic decision making.	X		X	X	
Experience of working with information governance, information sharing or data protection requirements in complex multi-agency environments.	X		X	X	
Experience of analysing and interpreting complex data and communicating findings to a range of audiences.	X		X	X	
Experience of facilitating collaboration between analysts, policymakers, operational services and senior leaders.	X		X	X	
Experience of developing or implementing Information Sharing Agreements or Data Sharing Agreements.	X		X	X	
Experience of linked data, integrated datasets or multi-agency intelligence approaches.	X		X		
Experience of developing dashboards, performance frameworks or outcomes measurement approaches	X		X		
Experience of working within local government, combined authorities, NHS organisations, criminal justice agencies or the VCSE sector.		X	X		
Experience of supporting governance structures such as boards, advisory groups or strategic partnerships.		X	X		
Skills / Knowledge	E	D	A	I	T
Strong understanding of information governance and data protection principles	X		X	X	
Strong understanding of the opportunities and challenges associated with data sharing across public services.	X		X	X	
Understanding of multiple disadvantage and its interaction with wider inequalities.	X		X	X	

Knowledge of quantitative and qualitative research methodologies	X		X	X	
Ability to interpret complex information and identify meaningful insights for decision makers.	X		X	X	
Strong communication skills, including the ability to present complex information clearly.	X		X	X	
Ability to translate technical information into practical recommendations.	X		X	X	
Ability to work across organisational boundaries and influence without direct authority.	X		X	X	
Ability to balance strategic thinking with practical delivery.	X		X	X	
Understanding of how data, insight and evidence can support prevention, public service reform and systems change.	X		X	X	
Understanding of systems thinking and systems change methodologies.		X	X		
Knowledge of the Changing Futures Programme.		X	X		
Experience of business intelligence, data visualisation and reporting tools.		X	X		
Understanding of public service reform and prevention approaches.		X	X		
Understanding of the System Maturity Framework or similar improvement frameworks.		X	X		
Qualification / Education / Training	E	D	A	I	T
Qualification or equivalent professional experience in data, analytics, research, information governance, public policy, public administration or a related field.	X		X	X	
Professional qualification or accredited training in information governance, data analytics, research, statistics, business intelligence or related disciplines.		X	X		
Evidence of continuing professional development in data, digital, information governance or public service reform.		X	X		

Key: A = Application, I = Interview, T = Testing/Assessment

Core Expectations	
Health, Safety & Wellbeing	All employees have a duty to take reasonable care for the health, safety, and wellbeing of themselves and of other persons who may be affected by their acts or omissions at work; and co-operate with their employer so far as is necessary to enable it to successfully discharge its own responsibilities in relation to health, safety, and wellbeing.
Equality & Diversity	Promote and champion equality and diversity in all aspects of the role.
Learning & Development	Participate in and take responsibility of any learning and development required to carry out this role effectively.
Performance Management	Actively engage in the performance management process and take responsibility for managing performance outcomes.
GDPR	Ensure the reasonable and proportionate protection, processing, sharing, and storing of WMCA information in accordance with the relevant legislation, corporate policies, and in the best interests of the data subjects (Data Protection/GDPR), the WMCA, our partners, and the West Midlands, in all aspects of the role.

Adherence to Policies	Be aware of and comply with all organisation policies.
Other	There may be a requirement to work outside normal office hours on occasion, including a requirement to work within stakeholder and partner offices within the WMCA constituent area on a regular basis.

Values

Our culture is underpinned by what we do and how we do it. Our behaviours outline the ways we need to work to deliver success, become truly inclusive, and make the organisation somewhere where everyone can give their best contribution.

Value	Competency	Behaviour
Collaborative	Team Focussed	Works as part of team, managing and leading.
	Service Driven	Customer, resident, and partner focussed.
Driven	Empowered & Accountable	Takes ownership and leads when needed.
	Performance Focused	Ambitious and going the extra mile.
Inclusive	'One Organisation' Mindset	Believe in each other's expertise.
	Open & Honest	We do what we say we are going to do.
Innovative	Forward Thinking	Embrace change and open to new possibilities.
	Problem Solving	Go for clear and simple whenever possible.

Additional Post Requirements

Essential Car User		Politically Restricted Post		Disclosure and Barring Service (DBS)				Vetting	
Yes ☐	No ☐	Yes ☐	No ☐	Basic ☐	Standard ☐	Enhanced ☐	None ☐	Yes ☐	No ☐

Job Evaluation Details

Date Evaluation Agreed	Job Family	Level/Grade	JEP Reference
			JEP852