



## The Government of Barbados

# Terms of Reference

## CariSECURE Task Force for the Implementation of Data-driven Tools for Evidence-based Policy-making in Barbados

### 1.0 Background

CariSECURE represents a partnership between the United States Agency for International Development (USAID) and the United Nations Development Programme (UNDP), made possible by the support of the American People. The Project is one of three components of the broader USAID Youth Empowerment Services (YES) Project which aims to increase the institutional and technical capacity of regional bodies, selected national government systems and community stakeholders to reduce risk factors that drive youth crime, violence and victimization. CariSECURE contributes to the achievement of this goal by strengthening the capacity of national and regional institutions in 10 Eastern and Southern Caribbean states to collect, analyze and employ standardized and disaggregated citizen security data to develop targeted, evidence-based policies and programs. These countries are Antigua and Barbuda, Barbados, the Commonwealth of Dominica, Grenada, the Republic of Guyana, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, the Republic of Suriname, and the Republic of Trinidad and Tobago.

CariSECURE sets out to achieve three key outcomes, as follows:

**OUTCOME 1:** Standardized and disaggregated crime data reporting within and among national authorities to foster reliance on valid, reliable, and comparable data on citizen security;

**OUTCOME 2:** Reliance on evidence-based analysis of crime and violence data to inform national citizen security policy-making; and

**OUTCOME 3:** Piloting of national citizen security and crime victimization surveys to facilitate gathering of survey data indicators, and the development of targeted policy-making to reduce likelihood of youth involvement in crime and violence.

It is expected that by 2020, target countries will be using evidence-based decision-making to develop and approve policies and programs supported with national budgetary allocations, which effectively target youth crime and violence risk factors, thereby contributing to the reduction of youth involvement in crime and violence.

## 2.0 Objective

The objective of the Task Force is to assist with the implementation of Project activities. All members of the Task Force will also be considered as *Drivers of Change* given that, in some cases, processes and methodologies to capture and analyze data might have to be adapted or improved. Members should thus have an active interest and/or some expertise in the area of data collection, data analysis and change management.

## 3.0 Membership

The Task Force will be a facilitating body composed of key representatives from the Royal Barbados Police Force, Barbados Prison Service, Barbados Statistical Services, Department of Public Prosecutions, The Registrar of the Supreme Court, Probation Department, Government Industrial School and the Criminal Justice Research and Planning Unit. As the Task Force will report in the first instance to the Attorney General and Minister of Home Affairs, it is important to nominate a representative of the Minister as the head of the Task Force.

## 4.0 Roles and Responsibilities

The roles and responsibilities of the Task Force will include, but not be limited to:

- i. In collaboration with the CariSECURE Project Management Unit, identify the best approaches and mechanisms for effective implementation of the proposed Caribbean Citizen Security Toolkit at the national level;
- ii. Facilitate assessment missions for the identification of required hardware and training needs, and designing the Information Technology architecture for a Crime Information Management System (CIMS);
- iii. Identify risks, issues and challenges that may arise during the development and implementation of the CIMS, and recommend appropriate solutions to address such challenges;
- iv. Work in close collaboration with the CariSECURE Project Management Unit to identify the best ways to guarantee sustainability of Project activities; and
- v. Foster a culture of evidence-based approaches at the national level.

## 5.0 Reporting

The leadership and administration of the Task Force is with the Minister of Public/National Security. The Task Force will report in the first instance to the Minister and provide regular briefing notes to the CariSECURE Team Leader.

## Agreement:

We, the undersigned, do hereby agree to implement the terms and conditions of this document from this day February 21<sup>st</sup>, 2018 and henceforth.

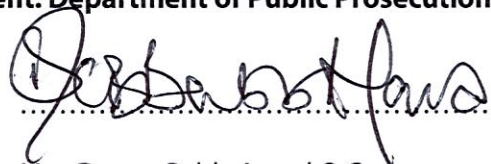
### 1) Department: Criminal Justice Research and Planning Unit

Signature:  .....

Name: Mrs. Cheryl Willoughby

Title: Director


### 2) Department: Department of Public Prosecution

Signature:  .....

Name: Mrs. Donna Babb-Agard Q.C.

Title: Director of Public Prosecution

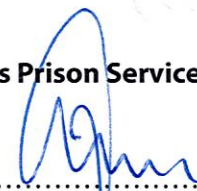
### 3) Department: Royal Barbados Police Force

Signature:  .....

Name: Mr. Oral William

Title: Deputy Commissioner


### 4) Department: Barbados Prison Service

Signature:  .....

Name: Lieutenant Colonel John Nurse

Title: Superintendent


**5) Department: Registrar of the Supreme Court**

Signature: .....  .....

Name: Mrs. Barbara Cooke-Alleyne

Title: Registrar


**6) Department: Barbados Statistical Services**

Signature: .....  .....

Name: Mr. Aubrey V. Browne

Title: Director of Statistical Service (Ag.)


**7) Department: Probation Department**

Signature: .....  .....

Name: Mrs. Dorita Lovell

Title: Chief Probation Officer

**8) Department: Government Industrial School**

Signature: .....  .....

Name: Mr. Erwin Leacock

Title: Principal