 **Appendix A**

**Transferring knowledge: the 5i’s framework[[1]](#footnote-1):**

As a practical tool for transfer and sharing of community safety knowledge the following template is based on Prof Paul Ekblom’s publication (*see footnote for detail and web link).*

The West Yorkshire PCC wishes to use this approach to gather and share knowledge of a range of interventions, initiatives and innovative approaches to delivering his Police and Crime Plan.

By adopting a standardised approach it will be possible to compare across initiatives, identify what is working well, where improvements could be made and identify good practice.

It is acknowledged, however, that context can affect the ability to replicate what has worked for others. Nevertheless, completion of this form and publication on the PCC website will highlight delivery in West Yorkshire and provide learning to others.

The pages that follow will take you through each of the 5i’s and what to include. There is flexibility on the detail and the length of the narrative, we suggest that between 300 – 400 words per section would enable the transfer of knowledge. The PCC looks forward to receiving your completed work. Please email to [research@westyorkshire.pcc.pnn.gov.uk](mailto:research@westyorkshire.pcc.pnn.gov.uk)

**INTELLIGENCE**

**INTERVENTION**

**IMPLEMENTATON**

**INVOLVEMENT**

**IMPACT**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please start here:**

NAME OF PROJECT ……………………………………………………………………………………….

NAME OF SPONSOR/FUNDER ………………………………………………………………………….

**INTELLIGENCE**

*What knowledge, evidence or statistical data was used in defining the need for the work / project you have undertaken?*

**INTERVENTION**

*Based on the intelligence what was decided would happen. This may be a direct intervention, or the need to learn more perhaps through a feasibility study or further research. How was this designed and what outcomes were to be achieved?*

**IMPLEMENTATION**

*How was the intervention converted into implementation? What inputs were used, both financial and human resources. Were any practical actions taken such as planning, management, organisation, monitoring and quality-assurance? How were ethical issues considered? Was there any intended consequences? What risks were identified and how would these be mitigated? What were the anticipated outputs to the work/project, were project management techniques adopted?*

**INVOLVEMENT**

*This is about who took part in implementing the intervention. This may be individuals, communities or organisations. Who was involved, what broad role or tasks did they undertake. Was a good partnership approach established? How were all those involved motivated, kept informed, empowered or directed?*

**IMPACT**

*The focus here is on achievement of the outcomes. Did the intervention(s) work, did the benefits outweigh the costs? What evidence do you have to support this? You may also wish to cover the learning gained from your work this is important if the project was a pilot to future similar initiatives. Could the intervention be replicated somewhere else, if so what specific contextual conditions / infrastructure would lead to successful replication?*

**POLICE AND CRIME PLAN 2014/18 COMMUNITY OUTCOMES**

*How has your work contributed to the achievement of the PCC’s Community Outcomes?*

**Completed by: Name………………………………….. Job role……………………………………..**

**Organisation…………………………………………………………………………..**

**Thank you for your completing this pro-forma.** Please email to [research@westyorkshire.pcc.pnn.gov.uk](mailto:research@westyorkshire.pcc.pnn.gov.uk)

If you **do not** wish your work to be included on the PCC’s website please state in your email.

1. Prof Paul Ekblom (2008) *The 5Is framework: a practical tool for transfer and sharing of crime prevention and community safety knowledge* [↑](#footnote-ref-1)