



Home Office

Domestic Homicide Review Quality Assurance Board

Members

Recruitment Information Pack

January – March 2025



INVESTORS
IN PEOPLE

Bronze



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Foreword

Tackling domestic abuse and preventing domestic abuse related deaths is a vital part of the Government's mission to halve violence against women and girls over the next decade. We are absolutely committed to improving the response to these horrific crimes and will treat tackling violence against women and girls as the national emergency that it is.

Domestic Homicide Reviews (DHRs) offer a unique opportunity to learn lessons from deaths that have occurred following domestic abuse and offer recommendations on how to improve victim safety and reduce the risk of further deaths occurring in similar circumstances.

Importantly, they also provide us with a chance to understand what happened through the eyes of the victim and their children, by hearing directly from the those they were close to in order to understand their reality and the barriers they may have faced.

We want to go further to ensure that the DHR process is more efficient, and lessons learned are implemented more quickly to improve the safety of victims. One of the ways we are seeking to do this is by formally appointing members to the Quality Assurance Board, which reviews the reports to ensure that they are of a high enough standard for publication.

We are looking to appoint three individuals with experience working on domestic abuse to sit alongside statutory organisations on the newly formed Quality Assurance Board. This is an exciting opportunity to play a key role in preventing domestic abuse related deaths and we would strongly encourage those with the relevant experience to apply for these positions.

Thank you for your interest in this important work.

Gisela Carr
Deputy Director, Interpersonal Abuse Unit

About Domestic Homicide Reviews

The Domestic Homicide Review (DHR) process is underpinned by the Domestic Violence, Crime and Victims Act 2004, which sets out that a DHR should be considered when a death of a person has, or appears to have resulted from violence, abuse or neglect by a current or ex-intimate partner, a family member or a member of the same household.

The Home Office amended this legislation via the Victims and Prisoners Act 2024, so that a DHR is commissioned when the death has, or appears to have, resulted from domestic abuse as defined by the Domestic Abuse Act 2021 and change their name to 'Domestic Abuse Related Death Reviews' to reflect the range of the deaths which fall within the scope of a review. We expect to commence this provision later this year.

Local Community Safety Partnerships (CSPs) are responsible for commissioning DHRs when a death meets these criteria. A DHR will seek to understand what opportunities were missed to prevent the death, offer recommendations on how to address any gaps identified to improve victim safety and reduce the risk of further deaths occurring in similar circumstances.

The [DHR Statutory Guidance](#) sets out how the reviews should be conducted and is also clear that DHRs should be undertaken where a victim dies by suicide and there is evidence of domestic abuse in their relationship, even if a suspect is not charged with an offence or they are tried and acquitted. Reviews are not about who is culpable but to learn lessons.

DHRs are then submitted to the Home Office for quality assurance to ensure that they are of a high enough standard for publication. As set out above, the newly formed Quality Assurance Board will be made up of experts who will meet monthly to assess reports, confirm that due regard has been given to the statutory guidance and that a comprehensive analysis of the features of the case has been undertaken.

The Home Office publishes completed DHRs on the online [DHR Library](#) in order to allow for more analysis of patterns and trends and develop our understanding of the triggers and causes of deaths linked to domestic abuse.

We are looking to recruit for three individuals to sit alongside statutory organisations on the Board, one of whom will be required to have policing experience (see further information below).

Role Description

Title:	Member of the Domestic Homicide Review Quality Assurance Board
Roles Available:	Three
Commitment:	Members will be expected to provide availability for up to 10 days per month plus additional days when requested.
Remuneration:	£300 per day
Appointment:	Three-years, with the possibility of extension
Location:	Meetings will be conducted remotely via MS Teams within the United Kingdom. Exceptionally the Chair may choose for a meeting to take place at the Home Office in London on occasion.
Reporting to:	Head of Interpersonal Abuse Unit Public Safety Group

Purpose:

We are seeking to make three appointments: members of the Domestic Homicide Review (DHR) Quality Assurance Board.

The purpose of the DHR Quality Assurance (QA) Board is to: assess report standards, ensure the DHR statutory guidance has been adhered to; that the DHR Chair has engaged with appropriate agencies, organisations and family and friends to establish a full picture as possible; and that learning has been identified and the likelihood of further domestic abuse related deaths are minimised.

Key responsibilities and criteria

As a member of the DHR QA Board you will contribute to the operation and output of a committee composed of experts in domestic abuse and domestic abuse related deaths, preventing homicide and public protection. You will consider and provide feedback on whether a Domestic Homicide Review meets the statutory guidance and principles to be published or if a redraft or amendments are needed. You will also review decisions made by Community Safety Partnerships not to commission DHRs. You will be committed to your responsibilities as set out in the Terms of Appointment of the QA Board.

We will require that one of the three appointees has policing experience, including in investigating domestic abuse or oversight of domestic abuse investigations.

Report Writer

- One member, selected at interview, will also be offered the additional task of the annual report writer for the Chair.
- The DHR annual report should include, but is not limited to, DHR metrics and subsequent good practice from the year and will be disseminated to Community Safety Partnerships and published online.

The additional responsibility will be remunerated at the advertised day rate.

Person Specification

Applicants will be assessed against the following criteria. In your application you should demonstrate clearly how you meet each of the essential criteria for this post. If shortlisted, your responses will be further explored by the Board at interview stage.

Part One – Essential Criteria:

- Demonstrate you have a minimum of 3 years' experience gained in public sector, voluntary sector and/or academia of:
 - a. working on domestic abuse or
 - b. working on domestic abuse related deaths (including domestic homicide and/or suicides and unexplained deaths linked to domestic abuse).
- If applying for the position reserved for an individual with policing experience, please set out experience of investigating domestic abuse and/or oversight of domestic abuse investigations.
- Enhanced knowledge of domestic abuse, including research, guidance and legislation relating to adults and children, including for example the [DA Act 2021](#), [Children's Act 2004](#), the [Care Act 2014](#) and the [Equality Act 2010](#).
- Understanding of intersectionality and its impact on an individual's experiences and interactions with agencies.
- An understanding of the role and context of the main agencies likely to be involved in the review.
- Strong interpersonal skills, including the ability to work collaboratively and effectively with others in a professional decision-making committee or forum, constructively contributing to discussions, negotiating between conflicting opinions and values and generating options to reach consensus.
- The ability to objectively and critically analyse, synthesise and evaluate evidence from diverse sources and identify key issues, learning and messages.
- Being a skilled communicator and influencer, who can listen effectively while communicating their views concisely and clearly to others, including board members and stakeholders.
- The ability and confidence to deal with difficult situations sensitively.
- Professional curiosity with a drive for continuous learning, keeping updated with relevant legislative, policy and societal developments in the areas of safeguarding, homicide prevention.
- **As part of the application process, please state whether you or the organisation you work for are involved in the commissioning, chairing or advocacy of DHRs.**

Desirable

- Experience of supporting domestic abuse victims or frontline experience in the domestic abuse sector is desirable although not essential.

In addition, if you are being considered for the Report Writer role you will also need to demonstrate:

- Proven ability to write evidence-based reports.

Part Two – Knowledge, Skills and Attributes

- The ability to recognise and draw appropriately on professional expertise with self-awareness.
- A sound understanding of and strong commitment to diversity, public service values and the principles of public life.

Please note that we will not appoint candidates where there is a conflict of interest that could impact or be perceived to impact the decisions made by the Quality Assurance Board. This includes any individual who undertakes regular advocacy for DHRs or is an active/regular DHR Chair.

Due Diligence: Please note that as part of the recruitment process, due diligence, including social media checks, will be undertaken on short-listed candidates.

Response Instructions

The closing date for applications is 23:00 on Monday 3 March 2025.

Please submit the following two documents, clearly labelled. In order to apply, you will need to click on one of the links below, depending on if you have already set up an account on the Public Appointment website.

<https://apply-for-public-appointment.service.gov.uk/create-account>

<https://apply-for-public-appointment.service.gov.uk/auth/sign-in>

1. A **concise CV** (maximum two sides A4, minimum 12 font) setting out your career history and including details of any professional qualifications.
2. A **short supporting statement** (maximum two sides A4, minimum 12 font) giving evidence of the strength and depth of your ability to meet the essential criteria for the role. Please provide specific examples to demonstrate how you meet each of the experience, qualities and skill areas identified in the person specification.

Please submit your application documents as two separate attachments and note that short-listed candidates will also be required to complete and return a separate form in relation to referees and nationality information.

Please note the following:

- **We cannot accept applications submitted after the closing date.**
- **Applications will be assessed solely on the documentation provided. Please refer to the advert and checklist to ensure you have provided the necessary documentation.**
- **Applications will be acknowledged upon receipt.**
- **Feedback will only be given to unsuccessful candidates following interview.**

Further Information

If you have any queries about any aspect of this role, or merely wish to have an informal discussion, then please contact the DHR Policy Team at DHREnquiries@homeoffice.gov.uk in the first instance.

If you have any queries about the recruitment process for this role, please contact the Public Appointments Team at: publicappointments@homeoffice.gov.uk

If helpful to you, there is guidance available on writing a supporting statement on the public appointments webpages [here](#)

Indicative Timetable

Please note that these dates are only indicative at this stage and could be subject to change.

Closing Date	23:00, Monday 3 March 2025
Short-list Meeting	Expected w/c 10 March
Candidate Interviews	Expected w/c 1 April
Meeting with Ministers (if required)	Expected post interview (TBC)

Selection Process

This recruitment is being competed in the spirit of the [Governance Code on Public Appointments](#), which sets out the regulatory framework for public appointments processes. The Code is based on three core principles – merit, openness and fairness.

An Advisory Assessment Panel (Panel) will sift applications, assessing each application against the essential criteria, to produce a shortlist. Subject to Ministerial consideration, they will then conduct interviews to ascertain which candidates are appointable to the role.

The Panel will be chaired by Gisela Carr (Deputy Director of the Interpersonal Abuse Unit, Home Office) and comprise Priya Patel (Head of Domestic Abuse Perpetrator and Homicide Policy, Home Office), and Dr Delroy Beverley as the independent member.

At the short-listing meeting the selection panel will assess each application against the essential criteria and decide who to invite for interview. Further details about the format will be provided to you in advance.

The final decision to appoint to this role rests with Ministers. Appointable candidates may be invited to meet with Ministers before a final decision is made. As a result, there may be a delay in informing candidates of the outcome of the competition.

We encourage a diverse workforce and welcome applications from all suitably qualified people.

Please note: Expenses incurred by candidates during the recruitment process will not be reimbursed except in exceptional circumstances and only when agreed in advance with the Home Office Public Appointments Team.

Terms of Appointment

Nature of Appointment: The successful candidates will not be an employee of the Domestic Homicide Review Board. Accordingly, nothing in this document shall be construed as, or taken to create, a contract of employment between the successful candidate and the Department or His Majesty's Government.

Appointment Term: The successful candidate's appointment as Member of the DHR Quality Assurance Board will be made by the Minister for Safeguarding and Violence Against Women and Girls, on behalf of the Home Secretary. The appointment will be for a fixed period of three years.

Re-appointments can be made at the end of the period of office for a further term of up to three years at the discretion of Ministers, subject to a satisfactory appraisal of performance and mutual agreement. It should be noted that this post is a public appointment, appointments may be terminated prior to the conclusion of the period of appointment.

Remuneration and Time Commitment:

- This is a part-time position.
- Remuneration will be £300 per day. No additional fee is paid for any time spent in preparation or travelling. The remuneration is taxable through DBT payroll, but the appointment is not pensionable.
- Members will be expected to provide availability for up to 10 days per month plus additional days when requested.

Location: Meetings will be conducted remotely via MS Teams within the United Kingdom. Exceptionally the Chair may choose for a meeting to take place at the Home Office in London on occasion.

Security clearance: The successful candidate will be required to have or be willing to obtain security clearance to Counter Terrorism Check (CTC) level. Pre-appointment checks will also be undertaken on immigration and criminal convictions. It usually takes between 4-6 weeks to obtain the security clearance. The role will be offered on a conditional basis until the successful candidate has passed all checks. The successful candidate will be encouraged to take up the appointment as soon as possible, subject to the successful completion of all pre-appointment checks.

Confidentiality: The successful candidate will be subject to the provisions of the Official Secrets Act and required to exercise care in the use of official information acquired during official duties, and not to disclose information which is held in confidence.

Disqualification for appointment: There are circumstances in which an individual will not be considered for appointment. They include:

- people who have received a prison sentence or suspended sentence of three months or more in the last five years;
- people who are the subject of a bankruptcy restrictions order or interim order;
- in certain circumstances, those who have had an earlier term of appointment terminated;
- anyone who is under a disqualification order under the Company Directors Disqualification Act 1986, or Part 2 of the Companies (Northern Ireland) Order 1989; and
- anyone who has been removed from trusteeship of a charity.

Further advice about disqualification for appointment can be given by contacting the Public Appointments Team on publicappointments@homeoffice.gov.uk

Standards in public life: You will be expected to demonstrate high standards of corporate and personal conduct. Candidates will be expected to abide by the "Seven Principles of Public Life"

set out by the Committee on Standards in Public Life (see below, page 13). Failure to do so may result in sanction up to and including dismissal.

Registration of interests: The purpose of these provisions is to avoid any danger of a public appointee being influenced, or appearing to be influenced, by their private interests in the exercise of their public duties.

Public appointments require the highest standards of propriety, involving impartiality, integrity and objectivity, in relation to the stewardship of public funds and the oversight and management of all related activities. This means that any private, voluntary, charitable, or political interest which might be material and relevant to the work of the body concerned should be declared. It is important, therefore, that you consider your circumstances when applying for a public appointment and identify any potential conflicts of interest, whether real or perceived.

There is a requirement to declare any actual or potential conflict of interest you may have in being appointed to the DHR Quality Assurance Board in a separate form. Any actual or perceived conflicts of interest will be fully explored by the Panel at interview stage.

Political Activity: Members will need to show political impartiality during their time on the DHR Assurance Board and must declare significant party-political activity they undertake in the period of their appointment. Details of the successful candidate's declared political activity must be published by appointing departments when the appointments are publicised.

The Political Activity Declaration will be kept separate from your application and will only be seen by the Panel prior to interview – the Panel may at that stage explore with candidates any potential for conflict of interest. It is appreciated that political activities may have given you relevant skills, including experience gained from committee work, collective decision making, resolving conflict and public speaking. If, therefore, you have had such experience and you consider it relevant to your application for this post, you may if you choose include it separately in the main body of your application.

Equal Opportunities Monitoring: The Home Office is committed to providing equal opportunities for all, irrespective of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

As part of the application process, we ask candidates to complete equal opportunities monitoring information. This will help us to monitor selection decisions to assess whether equality of opportunity is being achieved. The information on the form will be treated as confidential and used for statistical purposes only. The form will not be treated as part of your application.

Disability Confident: The Home Office is an accredited user of the government's "Disability Confident" disability symbol, which denotes organisations which have a positive attitude towards disabled applicants. Applicants who meet the minimum criteria in the job specification are guaranteed an interview (GIS). Selection will be on merit. If you wish to apply for consideration under this scheme, please complete the form on the Public Appointment website. It is not necessary to state the nature of your disability.

Whether you choose to apply under the GIS or not you can still ask us to make particular arrangements for you when attending an interview. You can also contact us if you want to discuss the criteria for the role or have questions regarding your application.

Centre for Public Appointments Database: If you consent, we will retain your CV and contact details for the purposes of alerting you to any opportunities that may arise in future. We will also

share your CV and contact details with the Centre for Public Appointments in the Cabinet Office who may use it for this purpose. They may also share it with other Government Departments so that they can contact you about such opportunities. You may withdraw your consent to your information being processed for this purpose at any time by contacting dpo@homeoffice.gov.uk

Complaints: If you are not completely satisfied with the way your application is handled at any stage of the competition, please raise any complaint in the first instance with the Public Appointments Team at: publicappointments@homeoffice.gov.uk

We will reply to your complaint within 20 days.

ANNEX A – THE SEVEN PRINCIPLES OF PUBLIC LIFE

The principles of public life apply to anyone who works as a public office-holder. This includes all those who are elected or appointed to public office, nationally and locally, and all people appointed to work in the civil service, local government, the police, courts and probation services, NDPBs, and in the health, education, social and care services. All public office-holders are both servants of the public and stewards of public resources. The principles also have application to all those in other sectors delivering public services.

Selflessness

Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

Objectivity

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the public interest clearly demands.

Honesty

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership

Holders of public office should promote and support these principles by leadership and example.