

## UK COUNCIL FOR CHILD INTERNET SAFETY

### UK COUNCIL FOR INTERNET SAFETY: TERMS OF REFERENCE

#### **About the Terms of Reference**

UK Council for Internet Safety (UKCIS) Executive Board members will be invited to discuss and agree terms of reference and objectives for the new Council at their first board meeting in November 2018. In the meantime, these Terms of Reference are intended to provide potential applicants to the new board an indicative insight into the role and remit of UKCIS.

The UK Council for Internet Safety (UKCIS) brings together government, the tech community, academia and charity sectors to ensure the UK is the safest place in the world to be online.

It will ensure a collaborative, coordinated approach to addressing the full range of harms, from online harassment and bullying, to criminal activity such as the sharing of child sexual abuse imagery, hate crime and the spread of terrorist materials.

#### **Executive Board**

The UKCIS Executive Board is chaired by Ministers from the Department for Digital, Culture, Media and Sport (DCMS), Home Office and Department for Education. It meets on a quarterly basis.

Members are responsible for ensuring the strategic focus of the organisation. Based around the framework of the Internet Safety Strategy, members are responsible for identifying areas of shared priority, and then for shaping, commissioning and overseeing further practical work to be carried out by individual Council members and Working Groups.

In addition, members will offer a wider challenge function to government, particularly highlighting emerging evidence of challenges and issues, and focusing on identifying opportunities for better alignment of policy approaches.

Board members represent the policy position of their respective organisations, and may be asked to advise on positions within their sector as a whole. Board members agree to contribute their organisation's resource and influence to drive forward UKCIS's work.

Ministerial chairs will represent the views of government in discussions, and make decisions where the Board cannot achieve consensus. The Board will not use any formal voting processes or procedures, and will not set government policy.

Ministers from DCMS, Home Office and Department for Education are jointly responsible for agreeing UKCIS Executive Board membership. Applications for the UKCIS Executive Board will be invited every two years.

The Board will be open and transparent in its workings. All Board notes, once agreed by the Chairs, will be published on GOV.UK.

Board members should not comment on behalf of UKCIS without prior agreement with DCMS.

### **Working Groups**

The Executive Board can convene Working Groups to lead work on agreed strategic priorities:

- ‘Standing’ Working Groups are those for which the Board agrees there is an ongoing business need. They generate their own Terms of Reference and rolling workplans, which will be signed off by the Executive Board
- “Task and done” groups are set up with a task-based, time-limited lifespan, and will be asked to report back to the Executive Board with updates on progress.

Working Groups can consist of Board members, wider UKCIS members and external experts. The Executive Board is responsible for ensuring all Working Groups have specific goals and measurable objectives, and that they contain sufficient levels of resource and expertise to achieve their remit. Each Working Group must have a Board-level ‘champion’.

Working Group Chairs are responsible for defining the group’s terms of reference and driving the workplan and for nominating Working Group members. They are also able to attend Executive Board meetings.

### **Associate members**

Associate members support the work of UKCIS by supporting and promoting UKCIS projects, and by providing a pool of specialist expertise and resource on which working groups can draw. Associate members will also be able to propose projects or issues for consideration by the main UKCIS board, and receive a regular bulletin on recent developments in internet safety.

### **The UKCIS Secretariat**

The UKCIS Secretariat in DCMS will:

- provide the secretariat functions to the Board

- support Ministers in their role as Chairs, and ensure that meeting agendas reflect the priorities of participating Departments and Board members
- represent the views of Government at Working Group meetings, offering advice and guidance to subgroup members on request
- enable cross-UKCIS work planning, for example by facilitating communication between Working Groups and compiling a consolidated forward look of UKCIS work
- coordinate central UKCIS communication activity, through publishing content on GOV.UK and by issuing a regular newsletter to wider Council members