



Ministry
of Justice

Victims Panel

Terms of Reference

Objectives

To advise and assist the Ministry of Justice in its aim to support victims within the criminal justice system. In particular to:

- represent the voice of victims and provide victim focused views on specific areas of the MoJ's work, including consultations;
- identification of victims' issues for the MoJ to consider when developing or implementing policy;
- monitor the delivery of the Victims Strategy and highlight key themes/issues the Government needs to tackle in line with the vision set out in the Victims Strategy

The MoJ will invite relevant government officials as appropriate to respond to issues at the Panel.

Membership

Members will be appointed for a period of 24 months. In order to ensure that the Panel provides a balance of skills and experience, the MoJ will look to appoint members that meet one of the following criteria:

- Individuals who have experienced a crime or have an understanding of the issues affecting victims of crime.
- Organisations providing services to victims and their families.
- Academics who specialise in victim and vulnerability issues in the criminal justice system.

The MoJ reserves the right to review membership of the Panel to ensure that the Panel remains effective, and to appoint new members should any member resign.

The members of the Panel do not represent the MoJ and their membership of this group should not be considered an implicit or explicit endorsement of them by MoJ nor grant them authority to represent MoJ opinions during membership or subsequently.

Responsibilities of Panel members

The Panel will provide input through formal and informal meetings, including telephone and electronic communication. They may be asked to read and comment on draft documents as well as producing their own presentations when appropriate. Where necessary, phoning into any meetings should be agreed in advance to enable this to be facilitated.

Panel members will be required to handle any papers including notes of meetings with discretion. If any protectively marked documents are shared with members, guidance on document handling will be provided and must be followed.

Meetings

Meetings will be quarterly and last for an hour and a half. The MoJ Victims Minister, Wendy Morton MP, will Chair meetings and MoJ will provide the Secretariat.

Papers

The MoJ will aim to distribute any papers for the group a week before meetings.

Minutes

Summaries of meetings and remote discussions via email and telephone will be made available to Panel members and to wider audiences on occasion where appropriate.

Budget

There is no remuneration attached to membership of the Panel, but reasonable travel costs will be reimbursed at the standard fare rate.