Digital Justice Working Group

techUK Working Group

**Terms of Reference (2021-2022)**

1. Purpose and Objectives

The purpose of techUK’s Digital Justice working group is to provide techUK and Industry with expert advice on the role that technology plays in our justice system of tomorrow. The group will ensure techUK are engaging in areas that will drive meaningful change, engaging with key stakeholders across the justice space, understanding priorities and ensuring an inclusive suppliers’ market.

1. Aim

The aim of the group is to provide meaningful impact and change in 4 key areas as agreed on by the members;

* Infrastructure and Security
* Education, Skills, Prevention and rehabilitation
* Digital Prisons and Health
* Digital Courts, Future Hearings, Forensics, Common Platform

The committee will be broken down into 4 sub groups, each with ownership of one of the above key areas. The subgroup chair (whether rotating or set) will be required to report back to the main meeting - which will take place every 2 months for year one. Subgroup chair (whether rotating or set will be agreed by the subgroup at the first meeting. March 2021).

Key stakeholders from within the customer, academia and thought leadership bodies will be mapped to these groups and will assist techuk members in shaping our vision and output. The short term objectives of each group are to be agreed during the first subgroup meetings (March 2021) and finalised by the Chair and Deputy Chair. These will then be included within this document.

Outputs from these groups will also form a short paper outlining 10 key principles or objectives which underpins the future of the criminal justice system through tech innovation. With the release of, for example, the Ministry of Justice Analytical Series 2020, most recently – ‘Evaluation of Digital Technologies in Prisons’ – the working group will aid in the development in a response to this.

1. Responsibilities

Members will meet monthly in their subgroups and every 2 months as a main group. Dates and times for the subgroup meetings will be agreed by the subgroup. Minutes will be taken by techUK’s Justice & Emergency Services Programme Manager. Minutes will be shared with the wider mailing list (as outlined in point 5) where requested.

Provide an authoritative and recognised voice for the industry by contributing to thought leadership. Members of the working group will be expected to engage in debate and discussion. Members should be ready and willing to openly discuss issues with stakeholders and other members in every meeting.

Define key recommendations and outputs

Steer and shape follow-up activity/engagement to the output

1. Membership

Membership will be open to techUK members.

The Chair & Vice-Chair will remain in post for a period of one year. After which time there will be a vote. This will also allow for wider applications from the working group.

The Digital Justice Working group aims to reflect the range of companies, both in terms of sectors and size that are interested in each work programme. It will also strive to reflect diversity in all its forms and, in particular, from underrepresented groups across the tech sector. One member will be appointed as Chair to help coordinate its output with techUK Secretariat. We will endeavour to have at least two SMEs involved in the each sub group

If an individual representative leaves their company to join another techUK member then they may remain on the working group. If they join a company which is not a techUK member they may remain on the working group for 1 month, after which they will be required to leave unless the company is in the process of applying for techUK membership.

The working group will operate a ‘Strike’ attendance policy. If a member is not present (even with apologies sent) at three or more compulsory meetings during a calendar year that representative will be ejected from the working group. The Chair and Secretariat will have discretion in making a final decision.

1. Appointment of Members

A general notice went out to all relevant techUK groups asking that interest to be registered by 30 July 2020. Members were then asked to nominate themselves onto a subgroup via a nomination form which captured relevant skills with a deadline of 8th January 2021.

Subgroups have been confirmed and members have been informed via email. These subgroups will remain in place for a period of 6 months - until 15th September, after this time members can either;

1. renominate themselves to remain part of that subgroup,
2. nominate themselves to move onto a new group

Wider mailing list members can;

1. Nominate themselves to join the working group and a subgroup every 6 months for the first year. This process will be communicated via techUK’s Justice & Emergency Services Programme Manager. Movement between groups will not be possible until the 6 month review period.After year one, membership will be reviewed every year.

After Year 1 (January 8 2022), suggestions from the working group can be made which includes subgroup topics. These will be formally requested via a suggestion slip. There will be no 6 month review period. Instead, any membership movement will take place on an annual basis.

The Chair and Deputy Chair reserves the right to limit numbers if interest in joining this group becomes too high.

A wider distribution list will be available so members have access to relevant information and opportunities to comment. This will be coordinated through the secretariat, techUK’s Justice & Emergency Services Programme Manager. Minutes from subgroup meetings can be distributed via this list,

If you would like to get involved and be part of this Working Group, or be part of the wider mailing list please email [Georgina.Henley@techUK.org](mailto:Georgina.Henley@techUK.org) or [Charlie.Wyatt@techUK.org](mailto:Charlie.Wyatt@techUK.org)