

London Crime Reduction Board

Victims Board - Terms of Reference

Vision:

By receiving accessible, high quality and integrated services, tailored to the needs of the individual, we will enable those affected by crime in London to cope and recover, be and feel safe, and have confidence in a criminal justice service that works for them.

Purpose:

To ensure that the victims' perspective is at the heart of everything we do and particularly when developing strategies to improve relevant services and that they are included in relevant practices, policies and legislation in order to achieve the victim-related objectives of the Mayor's Police and Crime Plan.

To cross reference relevant information to related Boards and sub groups and provide assurance to the London Crime Reduction Board (LCRB) that positive action is being taken to improve the experience of victims, increase public confidence in the CJS and reduce the justice gap and reduce repeat victimisation.

To act as the planning committee for the annual Victims' Summit.

This Board is a continuation of the conversation/actions arising from the recent Justice Matters event, held at City Hall on 12th September, which informs the Victims' Board's workplan.

Objectives:

Provide a platform where victim's voices and experiences are heard and taken into account when developing strategies to ensure partners collectively work to:

1. Improve victims and witnesses' experience of the criminal justice system by:
 - a. Effectively monitoring and ensuring better code [Victims Code of Practice] compliance and highlighting deficient areas to strengthen and improve upon;
 - b. Ensuring better provision of easily accessible and timely services that are in line with victims needs to help them cope and recover and build resilience against becoming re-victimised; and
 - c. Escalate national issues and influence national policy by lobbying Government.
2. Improve data-sharing processes and protocols between key partners to assist with improving the victim experience.
3. Increase public confidence in the system and reduce the justice gap; and
4. To report to the London Crime Reduction Board on the development and implementation of these strategies.

Performance Measures:

The Board's work will directly support the Police and Crime Plan objectives and will consider performance against the key outcome measures within the MOPAC performance framework.

- Repeat victimisation;
- Compliance with the Victims Code of Practice;
- Victim satisfaction across the criminal justice system; and
- Public confidence in the criminal justice system.

Membership

Organisation
Independent Victims' Commissioner for London
Metropolitan Policer Service
Crown Prosecution Service
HM Courts and Tribunals Service
National Probation Service
Ministry of Justice
Victim Support
Citizens Advice Witness Service
NHS England
London Heads of Community Safety
London Councils
MOPAC (Criminal Justice and Commissioning)
MOPAC (Evidence and Insight)
Magistrates Association
Bar Council
Victims' Reference Group

Advisor

Organisation
Judiciary

To preserve judicial independence, the judicial representative will contribute in an advisory capacity only, offering information on the practical implications of any proposed changes but will not comment on the desirability or otherwise of policy proposals. The representative cannot comment in any way on individual cases.

The judicial representative can excuse themselves from the Board at any time if they feel the matter that the Board is addressing threatens judicial independence. Such circumstances will be recorded in the minutes of the meeting if they arise.

Invitees

Other agencies may be asked to attend for specific meetings or agenda items. Those agencies might include representatives of:

- Coroners
- Independent Office for Police Conduct
- Social Care representation
- Department of Work & Pensions

Roles and Responsibilities

The Board is accountable for:

- Fostering collaboration to achieve the Board's objectives
- Removing obstacles to successful implementation, delivery and evaluation
- Maintaining at all times the focus of the Board on the agreed vision and objectives
- Monitoring and managing the factors outside the Board's control that are critical to its success.

The membership of the Board will commit to:

- Advising on the delivery of the Board's objectives
- Attendance at all scheduled Board meetings
- Championing the Board, its vision and objectives within their organisation and with partners
- Sharing all communications and information across all Board members
- Making timely decisions and taking action to achieve the Board's objectives
- Notifying members of the Board, as soon as practical, if any matter arises which may be deemed to affect the Board and its work

Members of the Board will expect:

- Each member will be provided with complete, accurate and meaningful information in a timely manner
- Ensure that impartiality is respected and enable members to excuse themselves should there be a perceived conflict of interest
- Take collective responsibility for the work of the Board
- Be alerted to potential risks and issues that could impact the Board as they arise
- Open and honest discussions, without resort to any misleading assertions
- Delegate authority to their deputy

Accountability and relationships to other groups

The Victims Board will be accountable to the London Crime Reduction Board and will cross-reference relevant matters with other sub boards, as appropriate.

The Board will have a clear two-way communication pathway with the Victims' Reference Group. This will ensure that victims' voices are co-ordinated and heard and are genuinely influential in shaping strategies and policies.

MOPAC will be responsible for ensuring effective linkage with other boards within the LCRB and London Criminal Justice Board governance structures as required.

Meetings management

MOPAC will provide the secretariat to the Victims Board, VWDB and the Victims' Reference Group, which will facilitate the information flow between the various boards.

- Victims Board administration will be provided by MOPAC.
- Meetings will be held on a quarterly basis and will take place at City Hall, to ensure continued progress of its set priorities.
- Agenda items will be requested two weeks prior to Victims Board meetings.
- Actions will be agreed at each meeting and members will be asked to provide an update or confirmation of completion at the next meeting.
- The agenda and any supporting documents will be circulated to all members five working days prior to the Board meeting.
- Items under AOB will be allowed at the discretion of the Chair.
- The Chair will provide a highlight report on the operation of the Board to each meeting of the London Crime Reduction Board