**Terms of Reference**

**Name of Group:** Vulnerable Users Working Group (hereafter Working Group)

**Working Group Chair:** Internet Matters

**Background:**

The Online Safety Act sets out the UK government's ambition to make the UK the safest place in the world to go online. Research suggests that both children and adults with vulnerabilities experience online harms in greater numbers than their counterparts. In particular, for children with vulnerabilities, we know that their vulnerability can help to predict their online risks. This Working Group has been established to bring together the influential organisations and adults that surround online users with vulnerabilities to share relevant research, highlight effective interventions and draw on collective efforts to reduce the number of vulnerable users experiencing online harm.

**Objectives:**

The Working Group aims to bring together those in the sector who support vulnerable users, with a focus on child users, to be safe online. The Working Group will:

- Share knowledge including research, relevant interventions and opportunities for influence or exchange of knowledge.
- Advocate for the safety and wellbeing of vulnerable users online, identifying opportunities to leverage the Working Group's collective expertise and influence, where appropriate.

**Membership:** By invitation from Secretariat and/or the Working Group Chair. All current members of the Working Group can suggest members and we will take feedback from the Working Group before an invitation is sent. Membership will be representative of the broad sector of stakeholders surrounding children and adults with vulnerabilities.

**Meetings and process:**

- The Working Group Chair is Katie Freeman-Tayler, Head of Policy and Research at Internet Matters.

- It is anticipated the Working Group will meet once a quarter as a minimum, but on occasion, and as required, the frequency of meetings may be increased.

- An email update will be produced and circulated to all Working Group members as required between meetings.

- Meeting minutes will be produced and circulated to all Working Group members by the Working Group Chair.

- The meeting format will include a presentation (from members or external persons) followed by a chance to share updates.

- The group may choose to produce research or briefing documents, as appropriate, and this may lead to the formation of project teams within the group, when required.

- As a standing item on the agenda, to be scheduled on an annual basis (typically equating to once every four convened meetings), an open discussion shall be facilitated to allow members to raise any elements pertaining to the Terms of Reference for consideration. Following this discussion, the Terms of Reference will be subject to formal re-ratification by the Working Group.

**Confidentiality:**

Members are free to state publicly that they are members of the working group. Likewise, the role of the group can be shared publicly.  With regard to general content, discussions, decisions and agreements made in meetings, these should be treated as confidential, unless explicitly stated otherwise.