

1 Introduction

The Expert Witness Institute has a range of content channels available to communicate to the community. These include

- Website
 - News items and Case Updates
 - In Conversation with (new monthly video series)
 - Knowledge Hub
- Social Media (Linkedin is the platform we focus on)
- Monthly e-newsletter for expert witnesses
- New e-newsletter for legal professionals
- Expert Matters (bi-annual e-journal)
- Expert Matters Podcast (monthly podcast)
- Training and events programme

The Board has delegated to this committee the development of the content strategy to keep members up to date and provide non-members with an understanding of the role of the Institute and a taste of the quality of the content provided.

2 Terms of Reference

The Expert Witness Institute aims to keep its members in touch with the latest developments in law and practise for expert witnesses through all of its content channels and to provide a forum to exchange opinion. The Editorial Committee will invite and consider any contributions that help to achieve these aims.

The committee is responsible for the development of the content programme. This includes:

- Developing and setting the content strategy
- Advising on the topics that EWI should be talking about through our content channels
- Reviewing the forward plan of content
- Reviewing content for Expert Matters
- Creation of the Annual Conference programme
- Identifying possible contributors and speakers
- Contributing content
- Liaising with the Membership Committee
- Consideration of marketing strategies to promote the programme to the widest possible range of interested parties

3 Committee structure

The committee should have between six and ten members including the chairman at least six of whom should be members of the Institute. The committee may appoint non-members to the committee as advisors or committee member where particular expertise is deemed to be required.

The Committee's composition should meet the diversity aspirations as determined by the EWI's Equality, Diversity and Inclusion Statement.

4 Chair of the Committee

The Chair will be a member of the EWI Board.

It is the responsibility of the Chair to bring any policy issues relating to the Editorial Committee and its work to the attention of the Board.

5 Period of Appointment

The Chair shall be appointed for 3 years with an option for an additional 3 years, dependent and determined by their appointment to the EWI Board.

Members shall be appointed for a minimum term of three years or as determined by the Chair, subject to Board approval.

6 Sub-Committees

The committee will set up sub-committees to progress work as and when required. The Board will review the Terms of Reference for all Committees and monitor their progress.

7 Meetings

The committee should meet quarterly or more frequently as necessary. Meetings will be held via Zoom. The quorum for any meeting shall be three.

If the Chair is unable to attend any meeting, then they are authorised to ask another member of the Committee to chair that meeting.

8 Secretariat

The EWI Team will produce brief minutes of the meeting, focussing on outcomes, decisions and actions.

9 Decision making

The committee is empowered to act on behalf of the Board in the delivery of the Content programme. However, where decisions require a change in EWI policy or procedure or have significant financial implications (outside of agreed budget), these will need to be referred to the Board and/or Finance and Operations Committee.

Date: 23rd March 2026

At least once every two years, the Committee should review its own performance and terms of reference to ensure it is operating at maximum effectiveness and recommend any changes it considers necessary to the Board for approval.