



## PREVENT WORKING GROUP: TERMS OF REFERENCE AND MEMBERSHIP

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The Prevent Working Group meets biannually, and reports to Senate, the Audit and Risk Committee (ARC) and Council.

### TERMS OF REFERENCE

1. To ensure the University is compliant under its obligations to the *Prevent Duty*, with reference to *Section 26 (1) of The Counter-Terrorism and Security Act 2015*, and to react to developments in the *Duty* and its expected application in respect of the following areas:
  - Partnership working
  - Staff training across all campuses
  - Policies and procedures relating to the safeguarding of students
  - Policies and procedures relating to events and the engagement of speakers
  - Policies and procedures relating to IT use including web monitoring;
2. To raise awareness of the University's approach to the *Prevent Duty* among all staff and students;
3. To oversee the review and updating as necessary of the University's *Prevent Policy, Risk Assessment and Action Plan* and to make recommendations to Senate and ARC for their approval;
4. To oversee the production of the University's annual *Prevent Return* and to make recommendations to Senate and ARC for their approval;
5. To share and discuss any cases the University has been obliged to consider within a Prevent framework, highlighting best practice and ways in which our performance may be improved;
6. To discuss and make recommendations to Senate and ARC concerning such other matters directly related to the University's obligations under the *Prevent Duty* and not dealt with under terms 1-5 above.

### MEMBERSHIP

Registrar and Chief Administrative Officer  
Head of Academic Services - (Chair)  
Deputy Head of Academic Services (Casework and Compliance) – (Prevent Lead)  
Director of Human Resources  
Director of Estates  
Head of IT Services  
Head of Student Services  
Internal Communications and Content Officer  
President of the Students' Union  
Student Casework Officer – (Secretary)