

Committee Terms of Reference: PREVENT OVERSIGHT GROUP

Reports to: the University Executive

Occurrence: 3 times a year

Terms of reference last reviewed: June 2021; last revised: June 2021; and next due for review: June 2023

Members:

- Pro Vice-Chancellor (Learning, Teaching and Student Experience) (Chair)
- Head of Student Support and Careers Service
- Deputy Director of Human Resources
- Information Governance Manager
- Director of Information Services
- Health, Safety and Environment Manager
- Students' Union Student Opportunities Manager
- Student Opportunities Officer
- Head of Facilities Management
- 1 x Trade Unions' Representative
- Member of academic staff
- Business Development Manager
- 1 x Faculty Manager

13 members.

Quorum: 6 members.

In attendance:

At the discretion of the Chair other University officers, as may be appropriate, shall be invited to attend meetings.

Members shall be entitled to arrange for a deputy to attend individual meetings on their behalf, on the understanding that the deputy should be suitably informed and able to contribute to discussions with the required authority.

Remit:

The Prevent Oversight Group provides operational oversight of the University's obligations under the Counter-Terrorism and Security Act 2015 (also known as "The Prevent Duty"), to have due regard for the need to prevent people from being drawn into terrorism. The Act refers to the governing body as having the ultimate responsibility for compliance with the associated obligations. The Group shall promote a shared awareness and understanding of the risk of radicalisation within the University community, and monitor and review the effectiveness of the University's arrangements in respect of the Prevent Duty.

Terms of reference:

1. To consider and recommend for approval by the University Executive, or by a governance committee via the University Executive:
 - a. The University's Prevent Duty Annual Report, summarising the University's compliance with the Prevent Duty, the details from which shall be ultimately submitted to the Higher Education Funding Council for Wales (HEFCW) through Annual Assurance Return (AAR) submissions.
 - b. The University's Prevent Duty Action Plan and Risk Assessment.
 - c. The Prevent Oversight Group's Terms of Reference, which are to be reviewed on a periodic basis.
2. To consider and have authority to review and approve on behalf of the University Executive:

- a. Guidance documents relating to the University's arrangements in respect of the Prevent Duty.
3. To receive reports for information, and advise the University Executive, or a governance committee via the University Executive, as appropriate on:
- a. An appropriate response to feedback provided by HEFCW following the submission of the University's Annual Assurance Returns and/or any serious incidents and significant material changes.
 - b. Data in respect of notifiable events as defined by the University's Code of Practice on Freedom of Speech.
 - c. Training needs and materials, including monitoring of completion rates.
 - d. Updates from the North Wales HE Prevent Forum and other stakeholder groups.
 - e. Amendments required to University's policies or procedures or policy reviews, in respect of the Prevent Duty Guidance.
 - f. Monitoring of usage and demand for the University's Multi-Faith Space, and Chaplaincy provision.

Operation

The University Executive shall receive regular reports as appropriate on the Committee's activities.