Goldsmiths, University of London

Prevent Annual Monitoring Report
for 2017-18 Academic Year

1. Annual report for 2016-17 – outstanding actions
1.1 We received our outcome letter from HEFCE on the 18 March 2018 in relation to the submission of our 2016/17 Annual Report in December 17. The outcome was that they were of a view that the information provided gave sufficient evidence of due regard in relation to the Prevent duty.

1.2 However they did ask that we give further consideration to two areas – staff training, or refresher training, and to request a copy of our updated external speakers policy (we refer to as our Venue Booking policy).

1.3 We responded to HEFCE to confirm that: a) all the training sessions that we ran which related to Prevent (for example our Supporting Staff to Support Students training) were repeated on an annual basis and provided a refresh opportunity for new and existing staff. New staff also benefited from briefings through the World Café element of new staff induction; and b) we passed on a copy of our updated Venue Booking policy.

1.4 OfS (the monitoring organisation changed during this process) then confirmed that they were satisfied with the information provided and that we have nothing further to do in relation to this reporting period.

1.5 A copy of the outcome letter and the action we took to assure HEFCE went to Audit and Risk Committee on 24.05.18.

Evidence of engagement with the Prevent duty during 2017-18

2. Student welfare & engagement

2.1 There were no (0) referrals of students for specialist support and advice in relation to the Prevent duty during the 2017-18 academic year. In addition there were no Prevent-related referrals externally or Channel referrals. This is consistent with data reported last year. There were 18 referrals to specialist advice during 2017-18 that were classed as ‘non-self referrals’. 14 of these were under our Fitness to Study policy, 4 were safeguarding referrals to external authorities.

2.2 A new Student Safeguarding policy was implemented during 2016-17. To support the introduction of the policy a ‘Supporting Staff to Support Students’ training event and handbook was created. During 2017-18 there were multiple sessions, open to all staff, across the academic year. These sessions disseminated information about the safeguarding policy, and helped staff
identify and signpost vulnerable students to the support that could be provided, primarily through the Student Wellbeing team, including student counselling. The Student Safeguarding policy will be reviewed in 2019.

2.3 Our focus for student engagement is around creating a safe community and campus. There have been two areas of work during 2017-18 that have contributed to this. We established our Hate Crime reporting protocols and began to identify the ways in which we could work with students on campus and community groups in Lewisham to create a safe campus community. We have also rolled out an extensive promotional campaign in relation to awareness of sexual harassment and sexual violence, including how to report or signpost to specialist services. This has been supported by a programme of staff training and the development of online reporting tools.

2.4 Student engagement in relation to student safeguarding awareness and the wider student wellbeing agenda was subject of a wider communications campaign at key trigger points during the last academic year. For example, during Assessment periods a ‘Be Well, Do Well’ campaign was launched to support students to access academic support on areas such as revision alongside more subtle messages on mental health and help on managing stress and anxiety. We also provided information to staff through the Supporting Staff to Support Students briefing events and handbook, we included new staff through the staff induction programme where we had a World Café event which gave new staff a chance to talk to staff from the Student Wellbeing team about how to support and safeguard students. Those new staff who gave feedback were very positive.

2.5 In relation to student engagement with the Prevent duty it should be noted that there is a Goldsmiths Students’ Union policy of boycotting the Prevent duty and its implementation. In particular, officers have raised concerns about the use of the terms ‘radicalisation’ and ‘non-violent extremism’ where the lack of definition is highly problematic in terms of an objective evaluation. However, we have met with sabbatical officers at their request to discuss any concerns they have about Prevent-related policy implementation. We also work closely with colleagues in the Students’ Union in relation to the external speaker approval process which student societies have to go through.

3. External speakers

3.1 We introduced new guidance to support the implementation of our Venue Booking policy with respect to where there were events held on College premises that involved external speakers. The guidance supported a more precise definition of the information that should be given by the event organisers when applying for approval and the criteria used by staff in Conference Services and Communications to assess external speakers. Following consultation with colleagues in the Students’ Union during 2016-17 the guidance was reviewed and suggestions made to amend some of the language used in the guidance, this was then fully absorbed into an updated Venue Booking policy during 2017-18 and approved by Estates & Infrastructure Committee. With respect to Student Societies and the support for their event organisation Goldsmiths Students’ Union produced a new societies handbook
which was introduced during 2017-18 and supported by a range of training events including one specifically on event management training.

3.2 During 2017-18 there were 13 events involving external speakers, none (0) required referral to the Registrar & Secretary for approval. By contrast 8 out of 29 events required referral during 2016-17. There were noticeably less events in the Spring and Summer terms during 2017-18, possibly because of the industrial action on campus. The improved guidance on external speakers in relation to events may be having a positive impact on the need for applications to be referred to the Registrar and Secretary.

4. IT
4.1 We have Appropriate Use of IT policy in place with respect to both staff and student users – this policy clearly references our responsibilities in relation to the Prevent duty. The awareness and acceptance of the policy is an integral part of the user registration process. In addition, as required by HEFCE as part of the previous annual monitoring, SMT gave due consideration to the introduction of web filtering during the 2016-17 academic year. Following information presented by the former Director of ITIS to SMT and consultation with other universities in the sector, SMT determined that the use of web filters would not be appropriate.

5. Staff training
5.1 We have identified five areas where there is a need to provide training/briefing sessions which relates to our responsibilities under the Prevent duty:
   a) Senior Leadership (including Governance) understand our responsibilities in relation to Prevent;
   b) Any staff who are most likely to have contact with vulnerable individuals understand how to appropriately refer for specialist support;
   c) Staff with responsibility for physical security of our estate are aware of our responsibilities in relation to the Prevent duty;
   d) Staff with responsibility for managing events with external speakers are aware of our responsibilities in relation to Prevent;
   e) Staff with responsibility for legal/policy matters understand our responsibilities in relation to Prevent and how they should be balanced with responsibilities in relation to other legal duties such as Freedom of Speech and Academic Freedom.

5.2 During 2017-18, 248 staff members completed staff training or briefing sessions on topics which related to Prevent. We did not collect data on staff training which meets the needs of the new OfS requirement for a more granular level of data regarding staff training, in particular the distinction between staff attending training events for the first time and those attending training events as a refresher. Although we do know that 70 new staff attended our general staff induction programme which includes a briefing on student safeguarding. Improved data collection on staff training is something that we will work to address during 2018-19. For context, our staff numbers during 2017-18 were 590 teaching staff, 657 professional service staff (fte).

5.3 The type of training/briefing events that staff attended that we consider relevant to our responsibilities in relation to the Prevent duty includes:
   - Supporting staff to support students - 85 staff attended.
   - Mental health awareness briefing – 61 staff attended.
- New staff induction programme – 70 staff attended – includes student safeguarding briefing.
- Security training - 5 new staff, 30 staff had received in previous 2yrs - radicalisation awareness online training.
- Events management – 2 staff, 5 staff had received briefing in previous academic year.
- Governance – 25 staff attended briefing event – includes information on Governance compliance duties inc. Prevent.

5.4 This is contextualised by the 144 staff completed staff training or briefing sessions on topics which related to Prevent during 2016-17. These ranged from the Supporting Staff to Support Students briefing sessions for academic and professional staff with a student facing role, annual online training in relation to counter-terrorism measures and duties for security staff and bespoke briefing sessions for professional service teams such as Communications, Legal and Governance and Conference services.

6. Partnership and leadership
6.1 We are engaged with the local Safer Lewisham Partnership and the Lewisham Prevent Steering Group and the lead officer at Goldsmiths for Prevent attends all local meetings. Within the locality we have not been advised of any particular risk in relation to our campus or location in New Cross by the local Prevent team. We are aware that the Home Office has advised LB Lewisham and Lewisham Police that they will be withdrawing funding from April 2019 for Prevent staff – a manager and adviser, funding for Prevent-related projects in Lewisham was withdrawn in April 2018. Therefore, we are uncertain at this stage how the local network will operate in the future.

6.2 We are also engaged with the London Regional HE Prevent network which is facilitated by DfE Prevent Coordinators. Membership of this group has enabled us to learn from other universities’ practice and share information where appropriate.

6.3 During 2017/18 Goldsmiths became a member of the Lewisham Safer Neighbourhood Board, Hate Crime sub-committee, which include the local authority, police force and other agencies. We have widened our support network to include working many agencies that are working to safeguarding young people and adults particularly around sexual violence, hate crime and radicalisation.

6.4 The rise in the incidence of Hate Crime reporting locally as well as nationally during the last academic year has been an issue discussed with local Safer Lewisham partners as well as on campus. Goldsmiths Students’ Union and Goldsmiths Student Centre have worked together and successfully bid to the HEFCE Catalyst funding stream during 2016-17 to gain external funding to support the establishment of the third party reporting centre during 2017-18 for students, staff and community users.

6.5 The Registrar & Secretary has operational responsibility for the College’s implementation of the Prevent duty and the designated lead officer for Prevent is the Lead for External Engagement & Strategic Development is a senior member of
6. Risk Assessment

6.1 SMT last reviewed the Prevent risk assessment in October 2018, no significant changes were made in relation to the assessment of the risk environment. The action plan was updated to reflect on-going areas of work which mitigate against identified risks. The risk assessment was also reviewed by Audit and Risk committee at their November meeting. The updated risk assessment is attached as Appendix C.

6.2 As part of our internal audit programme for 2016-17, there was an audit of arrangements for Prevent duty compliance. The audit report found that ‘the Goldsmiths’ control framework for its compliance with Prevent duty obligations provides satisfactory assurance that associated risks material to the achievement of the College’s objectives are adequately managed and controlled.’. There were two priority 2 recommendations arising from the internal audit: training for staff employed by external contractors, and availability of key University policies on our website. Both of these recommendations have now been addressed: the updated policies have been posted on our website and external contractors have confirmed their staff training arrangements to our satisfaction.

8. Reporting of serious incidents

8.1 OfS requires institutions to report to them in a timely manner any serious incidents in relation to their Prevent duty responsibilities. Whilst it is for institutions to decide what constitutes a serious Prevent-related incident, OfS do expect us to include any incidents which have led to broader Prevent policies being fundamentally reviewed or revised, or incidents which have caused reputational harm (such as media coverage which raises substantive concerns) or actual harm (such as physical injury) to staff or students.

8.2 During 2017-18 Goldsmiths made no reports of any serious incidents.

9. Declaration from Goldsmiths Council (governing body)

9.1 Council is required to make the following declaration:

‘Throughout the academic year and up to the date of approval, Goldsmiths, University of London:

☐ has had due regard to the need to prevent people being drawn into terrorism (the Prevent duty)
☐ has provided to OfS all required information about its implementation of the Prevent duty
☐ has reported to OfS in a timely way all serious issues related to the Prevent duty, or now attaches any reports that should have been made, with an explanation of why they were not submitted.’
☐ has reviewed, and where necessary, updated its Prevent risk assessment and action plan.'
9.2 Council is also required to provide a short statement (max 300 words) outlining the mechanisms to which it has been assured that it is able to sign the above declaration:

9.3. Proposed statement of assurance

Council is assured that the College has met its responsibilities in relation to the Prevent duty.

We know that our Senior Management Team has received regular briefings on Prevent-related issues: it has been briefed regularly on the expectations of the OfS as new regulator; it has reviewed our risk profile and risk assessment and it has been alerted to any issues arising from the implementation of our Student Safeguarding policy.

Fortunately there have been no serious incidents during the period that have required reports, but had they occurred this would have been shared with the Chair of the Board.

As a Board we have been appraised of the responsibilities we have in relation to Safeguarding and Prevent compliance as part of our annual briefing/training. New Council members have received information as part of their induction. Prevent reporting is raised at Council’s Audit & Risk Committee as well as Full Council twice a year as a minimum. We also received a positive internal audit report during 2016-17 which assured us of the effectiveness of the College’s policies and practices.

With regard to policy effectiveness, we know that policies are kept under active review – for example the College’s Venue Booking policy which includes reference to external speakers and our responsibilities under both Prevent and Freedom of Speech legislation was updated and approved by our Estates and Infrastructure Committee during 2017-18.

With regard to the visible and demonstrable ownership of Prevent at a senior level, the Registrar & Secretary is the responsible officer. She is supported by a senior member of staff as Prevent lead who coordinates information and activity across College departments to ensure we are compliant. The Prevent lead is also engaged with safeguarding and Prevent networks at local authority and sector levels.
## Appendix B: Data returns

In all cases this data should cover the year from 1 August 2017 to 31 July 2018.

### OfS Prevent Adviser: Phone:

### Welfare

<table>
<thead>
<tr>
<th>Description</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>i) Number of welfare cases referred for specialist advice and support</td>
<td>18</td>
</tr>
<tr>
<td>ii) Number of Prevent-related cases escalated to the point at which the Prevent lead has become involved iii)</td>
<td>0</td>
</tr>
<tr>
<td>iii) Number of Prevent-related cases which lead to external advice being sought from Prevent partners</td>
<td>0</td>
</tr>
<tr>
<td>iv) Number of formal referrals to Channel</td>
<td>0</td>
</tr>
</tbody>
</table>

**Free text box - max 250 words**

i) Data includes fitness to study referrals and safeguarding referrals to external authorities.

### Events & speakers

<table>
<thead>
<tr>
<th>Description</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>i) Total number of events/speakers approved</td>
<td>13</td>
</tr>
<tr>
<td>ii) Number of events/speakers approved with conditions/mitigations</td>
<td>0</td>
</tr>
<tr>
<td>iii) Number of events/speakers referred to the highest decision maker in the provider’s process</td>
<td>0</td>
</tr>
<tr>
<td>iv) Number of events/speaker requests rejected</td>
<td>0</td>
</tr>
</tbody>
</table>

**Free text box - max 250 words**

### Training

<table>
<thead>
<tr>
<th>Description</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>i) Number of staff identified as key to Prevent delivery</td>
<td>400</td>
</tr>
<tr>
<td>ii) Number of key staff receiving induction Prevent training</td>
<td>70</td>
</tr>
<tr>
<td>iii) Number of key staff receiving refresher Prevent training</td>
<td>0</td>
</tr>
<tr>
<td>iv) Number of staff receiving broader welfare/safeguarding awareness training/briefing</td>
<td>248</td>
</tr>
</tbody>
</table>

New data requirements (ii-iii) we have not routinely collected data on staff training which distinguishes new and repeat attendance in this way during the 2017-18 aca. yr - this is something that we will look to address during 2018-19. iv) includes all staff who have attended training or briefing events relating to Prevent inc. safeguarding

Please add any further technical information in the free text box below which you believe would be helpful or relevant for OfS to know (max. 200 words)
## APPENDIX C: Goldsmiths: Prevent Risk Assessment October 2018

<table>
<thead>
<tr>
<th>Risk Area</th>
<th>Hazard</th>
<th>Severity (A) 1 - 5</th>
<th>Likelihood (B) 1 - 5</th>
<th>Risk Rating A x B</th>
<th>Existing Measures</th>
<th>Proposed Actions</th>
<th>Risk Owner</th>
<th>Planned Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welfare and Safeguarding</td>
<td>Relevant staff are not aware of the responsibilities of the institution in relation to the new Prevent duty, specifically the impact on student safeguarding and their role within that</td>
<td>4</td>
<td>2</td>
<td>8</td>
<td>New student safeguarding policy introduced 2016-17.</td>
<td>Safeguarding steering group to be established and led by Registrar &amp; Secretary</td>
<td>Helen Watson Registrar &amp; Secretary</td>
<td>July 2019</td>
</tr>
<tr>
<td></td>
<td>Supporting Staff to Support Students – training/briefing events and handbook</td>
<td></td>
<td></td>
<td></td>
<td>Safeguarding policy implementation to be reviewed in 2018-19</td>
<td>Ensure new staff are made aware of student safeguarding support process through their induction and that there is refresher training available to all staff.</td>
<td>Elisabeth Hill, Deputy Warden</td>
<td>On-going</td>
</tr>
</tbody>
</table>

Note: Date of Officer Assessment: October 2018

Date for senior review:
- Last reviewed by SMT 31.10.17
- Last reviewed by Audit & Risk committee 09.11.17

Officer completing assessment: Selena Bolingbroke, Executive & Governance Services
Specialist Student Services Welfare staff are also party to sector-based professional networks where Prevent issues are discussed.

Established data collection method on no. of staff attending related briefing and training events.

Annual update training/briefings for student facing- staff in professional services (Student Experience Directorate)) will include updated guidance in relation to student safeguarding issues.

New OfS requirements for more granular data on

Sue Tarhan  
Associate  
Director  
Student Support Services

Andy Lamb,  
Director of HR Services  
July 2019

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Students believe that they are being monitored and as a result they stage deliberately provocative actions or events  

| 4 | 4 | 16 |

GSU have formally boycotted Prevent. However, dialogue between GSU and University is regular and has included discussion of the steps we have taken in relation to compliance with the duty.

Continue meetings and dialogue with GSU, sharing information and addressing concerns as they arise.

Helen Watson  
Registrar & Secretary  
On-going
<table>
<thead>
<tr>
<th>Students are radicalised by factors internal to the university</th>
<th>5</th>
<th>1</th>
<th>5</th>
<th>Recruitment processes ensure checks for incoming staff, complaints procedures exist for highlighting any concerns. Student societies are obliged to follow GSU policies which include reference to safe space and a policy of non-platform to those who incite hatred.</th>
<th>Record any incidents of concern that arise to inform later process improvement review. Support and training for student society officers to be provided by GSU</th>
<th>Andy Lamb Director of HR</th>
<th>On-going</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students are radicalised by factors external to the university</td>
<td>5</td>
<td>3</td>
<td>15</td>
<td>Good relations exist between the university and student groups, via GSU and the Chaplaincy where religious groups are concerned. Policies exist to prevent the Goldsmith's name and brand being used in</td>
<td>Continued dialogue</td>
<td>Helen Watson Registrar &amp; Secretary</td>
<td>On-going</td>
</tr>
<tr>
<td>Management of space</td>
<td>Events are hosted by student groups on Goldsmiths premises which promote terrorism or which popularise hatred or intolerance of those</td>
<td>5</td>
<td>2</td>
<td>10</td>
<td>Room bookings handled by GSU who have detailed policies in place in relation to management of space and vetting of external speakers. Where there are any concerns these</td>
<td>Continue meetings and dialogue with GSU, sharing information and addressing concerns as they arise.</td>
<td>Ed Nedjari, GSU Deputy Chief Executive</td>
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<tr>
<td>The university is not linked in with statutory partners and/or does not feel comfortable sharing extremism related concerns externally</td>
<td>3</td>
<td>2</td>
<td>6</td>
<td>Relationships with the local Prevent Coordinators are good, this includes HE Network coordinators from BIS as well as local Lewisham Prevent Team. Goldsmiths now a member of the Safer Lewisham Partnership Board and Hate Crime sub committee</td>
<td>Maintain relationships and circulate briefing documents internal as appropriate. Continue to attend meetings.</td>
<td>Selena Bolingbroke, Lead for External Engagement &amp; Strategic Development</td>
<td>On-going</td>
</tr>
<tr>
<td>Student Services welfare support staff are well versed in referral procedures.</td>
<td></td>
<td></td>
<td></td>
<td>incidents of concern. Continue to monitor referrals.</td>
<td></td>
<td>Sue Tarhan Associate Director Student Support Services</td>
<td></td>
</tr>
<tr>
<td>Event Description</td>
<td>Frequency</td>
<td>Person(s) In Charge</td>
<td>Responsibility</td>
<td></td>
<td></td>
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<tr>
<td>Events are hosted by external groups on Goldsmiths premises which promote terrorism or which popularise hatred or intolerance of those with particular protected characteristics</td>
<td>5 2 10</td>
<td>Helen Watson</td>
<td>Registrar &amp; Secretary is ultimate arbiter. Complaints procedure allows for any issues of concern to be identified. On-going H. Watson Registrar &amp; Secretary</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-teaching Venue Booking Policy refers to the responsibilities the College has in relation to the Prevent duty.</td>
<td>5 2 10</td>
<td>Catriona Boulton</td>
<td>Monitor no. events which are escalated for Registrar’s attention. On-going C. Boulton Director of Estates &amp; Facilities</td>
<td></td>
<td></td>
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<tr>
<td>Extremist or terrorist related material is displayed within College premises</td>
<td>4 2 8</td>
<td>Catriona Boulton</td>
<td>On-going monitoring of any incidents of concern. On-going C. Boulton Director of Estates &amp; Facilities</td>
<td></td>
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<tr>
<td>Prayer and contemplation space is not equally accessible for all students and staff,</td>
<td>3 1 3</td>
<td>Sue Tarhan</td>
<td>On-going monitoring of any incidents of concern. On-going S. Tarhan Director Student</td>
<td></td>
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</tbody>
</table>

Events are hosted by external groups on Goldsmiths premises which promote terrorism or which popularise hatred or intolerance of those with particular protected characteristics should be escalated to University; Registrar & Secretary is ultimate arbiter. Complaints procedure allows for any issues of concern to be identified.
| ICT and online study | Students access (directly or indirectly) terrorist material whilst using university networks | 5 | 2 | 10 | IT Acceptable Use Policy highlights unacceptable usage and refers specifically to the responsibilities under Prevent duty. | On-going monitoring of any incidents of concern. | Lynne Tucker, Chief Information Officer & Director of ITS | Ongoing |
| Online/social media communications relating to extremist or terrorist material feature the university's branding | 4 | 2 | 8 | The Communications team monitor the formal channels of social media that relate to the university and would flag any concerning content. | Briefing of Communications staff to ensure they are able to identify issues and how to handle them | Ben Wilson Director of Communications & Public Affairs | Ongoing |

Disclaimer: The Goldsmiths Students’ Union have a policy to not engage with the Prevent strategy or implement proposals of the Act and to boycott it as far as legally possible. The information relating to GSU reported in this risk assessment reflects the policies and procedures that GSU have long had in place to support their student societies and manage student-led events.