

## Royal Veterinary College Prevent Risk Assessment

Lead: Mr Matthew Grigson    Date of Assessment: March 2016    Date for review: April 2016

**Risk Context for the 'Prevent' Duty at the RVC:** The RVC is a very successful and internationally renowned small and specialist institution. Its overwhelming and primary focus is in Veterinary Science (89% of its taught provision) and Biological Sciences. We do not offer social or political or related science provision and currently have a relatively limited demographic in the student body as well as a largely non-political student union with a heavy sports focus. Our events and meetings both internal and external tend in the majority to be focussed around our discipline areas with events being booked by companies or groups with related areas of interest. We have also recently carried out a review of student welfare and are taking forward a series of actions led by the Principal to improve and embed even further a quite well developed welfare system. Overall at the time of writing we consider the RVC to be a very low risk institution. However we recognise that future increases in our conference activities, changes in our demographics and the political and social contexts in which we operate may alter our current operating environment and our assessment of overall risk.

Risk Area	Challenges to achieving Prevent objectives	Risk Rating	Existing Measures	Proposed Actions	Risk Owner
Events management	RVC policies/ procedures saved in various repositories and managed by more than one dept. across the College	LOW	<ul style="list-style-type: none"> <li>Review of policies affected by 'Prevent' has been completed updates and amendments in progress.</li> <li>Current processes although piecemeal do capture the majority of activities, records are kept and due diligence of external bookings is undertaken.</li> </ul>	Policy/ Procedure post agreement implementation and communications planning to ensure engagement.	HoGPC
	Failure of events process to adequately provide information or controls for more informal meeting arrangements in 'unbookable' college spaces	MEDIUM	<ul style="list-style-type: none"> <li>Visitors are required to be registered and sign in upon arriving at the College.</li> <li>Religion and Belief policy makes requirements clear.</li> <li>Security measures restrict unrestricted access to most RVC meeting spaces.</li> </ul>	<ul style="list-style-type: none"> <li>An update to procedures and process to help capture information on the all users of the RVC premises.</li> <li>Communicate procedures and policy to whole community to reinforce</li> </ul>	HoGPC
	Inability to meet Prevent Network guidance on external speaker information sharing	LOW	<ul style="list-style-type: none"> <li>Current formal events booking procedure is well equipped to manage events and collect data.</li> </ul>	Ongoing monitoring of external guidance, case studies and good practice.	HoGPC

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			<ul style="list-style-type: none"> <li>• Legal expertise centrally located to advise on particular cases/ issues as they arise. Small institutional size means very rapid escalation to authority and advice.</li> <li>• Formal consideration of data sharing forms part of the escalation process from the events policy as well as being embedded in consents.</li> </ul>		
	Process for RVC-branded and affiliated events off campus is not widely published	LOW	Such events are internally generated and typically commissioned by Heads of Department	Create guidelines on externally held and RVC branded/affiliated Events within the Events policy.	HoGPC
Training	Failure to appropriately train relevant individuals resulting in mismanagement of cases related to Prevent duty	LOW	<ul style="list-style-type: none"> <li>• Individuals requiring training identified</li> <li>• Training types and modes of delivery identified</li> <li>• Training plan being actioned.</li> </ul>	Ongoing work with staff in pastoral/guidance roles to ensure adequate support for vulnerable individuals in RVC community, through existing training on pastoral issues and welfare support. Website in development alongside print collateral	SPRA HR, Advice Centre, Chaplaincy, Assistant Deans
Computer Facilities	Students/ staff accessing terrorist material whilst using university networks.	LOW	<ul style="list-style-type: none"> <li>• Acceptable use policies updated to include Prevent duty and linked to disciplinary measures.</li> <li>• Ethical and project approval processes in place.</li> </ul>	An information security audit has been carried out as part of our internal audit programme and is covering 'Prevent' compliance - proportionate measures will be	IT/HoGPC

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			<ul style="list-style-type: none"> <li>Students sign up to College Charter on entry.</li> <li>Torrent sites blocked.</li> </ul>	considered in response to the recommendations.	
	Disproportionality of hard controls (blocking, filtering) to risk of misuse resulting in financial limitations on implementing suggested Prevent duty guidelines	LOW	<ul style="list-style-type: none"> <li>Current policy is appropriate and embedded and has been reviewed recently.</li> </ul>		IT/HoGPC
	Online/social media communications relating to extremist or terrorist material feature the university's branding	LOW	The university communications team closely monitors the university's digital footprint as social media impact feeds into strategic KPI's for the RVC. Social Media policy in place.	Current controls considered adequate.	RVC Access and Marketing
Student stakeholder engagement	Lack of knowledge regarding Prevent duty, risks and activities and potential implications for Freedom of Speech leading to negative experience or misunderstanding in the RVC community	MEDIUM	<ul style="list-style-type: none"> <li>Consultation with multiple stakeholders to update, including Council and Audit Committee, Senior Management, HR, IT, Estates, Events, Chaplaincy and Advice Centre, Student Union and Assistant Deans, Academic Board.</li> <li>'Prevent' stands/ poster displays and attendance from Prevent leads at Welfare fairs.</li> </ul>	<ul style="list-style-type: none"> <li>Continued implementation of training program for all key stakeholder groups</li> <li>Embed skills in support and identification of vulnerable individuals in all pastoral roles</li> <li>Continue to communicate widely and clearly with all stakeholders that are not trained</li> <li>Website and print collateral as part of ongoing comms plan.</li> </ul>	All those listed in 'existing measures'
	Sensitivity around Prevent messaging resulting in negative experience for students and	MEDIUM	Initial consultations with Student Union and staff in pastoral roles	<ul style="list-style-type: none"> <li>Ongoing consultations with Student Union and staff in pastoral roles</li> </ul>	SU, Advice Centre, Chaplaincy,

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	impact to perception of RVC leadership		to ensure messaging is appropriate.	<ul style="list-style-type: none"> <li>• Training appropriate individuals</li> </ul>	Assistant Deans, HR
Pastoral Support	Ensuring appropriate response and management of Prevent related incidents in roles that intersect with vulnerable individuals in the RVC community	LOW	<ul style="list-style-type: none"> <li>• A developed and sensitised welfare and wellbeing support structure already in place at the college with welfare review actions being implemented to strengthen even further.</li> <li>• Creation of Prevent leads to guide, provide advice and support</li> <li>• Review and update of policies impacting the use of prayer and faith facilities.</li> <li>• Review of internal welfare processes and protocols for sharing information about vulnerable individuals has been completed.</li> </ul>	<ul style="list-style-type: none"> <li>• Embedding implicit training into pastoral support roles</li> </ul>	Chaplaincy, Advice Centre, Assistant Deans, SU
Senior management and governance oversight	Limited engagement and understanding of senior management and governance group	LOW	<ul style="list-style-type: none"> <li>• Briefings on duty requirements given to Senior Management Group (SMG), Audit Committee, Council, Academic Board.</li> <li>• SMG have been trained</li> <li>• Prevent 'leads' identified and agreed within wider Executive team and Secretariat function.</li> </ul>	<ul style="list-style-type: none"> <li>• Continued briefings and updates to Senior Management Group, Audit Committee, and Council both as required by the monitoring requirements and as seen as necessary by the 'Prevent' leads.</li> </ul>	Prevent leads, HR

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Partnership with regional Prevent Network	One size fits all approach to Prevent duty resulting in low value exchange.	LOW	<ul style="list-style-type: none"> <li>Established relationship with regional Prevent coordinator</li> </ul>	Continued engagement – but lack of London Region Prevent Co-ordinator capacity and rapid turnover of staff has proved a barrier to consistent support.	Prevent leads
Collection and dissemination of data	Over burdensome process of collecting data that is disproportionate to actual risk. Meaningless data requested creating more risks than assurances for BIS and HEFCE.	MEDIUM	<ul style="list-style-type: none"> <li>Analysis of proposed data requirements indicates that not overly burdensome and also voluntary.</li> <li>Data concerns fed back to HEFCE.</li> </ul>		Prevent leads