

RVC PREVENT Duty Action Plan		Owners: PREVENT Leads - Head of Governance, Planning & Compliance (HoGPC); Strategic Planning & Risk Analyst (SPRA)			Version 3.0 31/03/16
Category	Actions		Self-Assessment reference	Completed by	Action by
Events	1.	Review and update overarching policies to reflect legislative duty: a) Freedom of Speech and Expression - <i>existing Code of Practice approved, but revised and amended version currently in approval cycle.</i> b) Events Booking Procedures - <i>current procedures were effective in most regards, but not codified fully. These have been revised and a revised College wide procedure is due for approval on April 25<sup>th</sup>.</i> c) Visitors Booking Procedures - <i>in place but need to be re-communicated and reinforced</i> d) Religion & Belief Policy - <i>multifaith facilities and faith oriented events are covered appropriately by our existing policy and procedures but recommunication and reinforcement recommended.</i>	g, h, i	Complete and ongoing Pending 25/04/16  Pending 25/04/16 Complete	HoGPC  HoGPC  HoGPC HoGPC
	2.	Consider Prevent network guidance on external speaker sharing practice, RVC to consider whether to accept or create alternative: <i>booking conditions and consent amended to reflect requirements going forward. Ahead of sector wide developments consideration will be on a case by case basis within existing legal frameworks and good practice (e.g. DPA1998, HRA 1998, Crime and Disorder 1998, Caldicott Principles etc.)</i>	k	Complete but ongoing review of external developments and good practice	HoGPC
Training	1.	Identify all individuals who require Prevent-related training (TNA) – <i>this was completed at an early stage through Prevent lead consultation meetings with all key internal stakeholders.</i>	e	Complete	HoGPC SPRA
	2.	Identify the types of training available (online, internal, external) and appropriate modes of delivery – <i>training plan completed and now in delivery phase (see 3. Below)</i>	e	Complete but also ongoing	SPRA
	3.	Implement training plan and delivery, including data capture	e	In progress	SPRA
Computer Facilities	1.	Review and update acceptable use policy	m	Complete	Director of LISD
	2.	Reconsideration of the value of hard controls (i.e. filtering, blocking and monitoring) considering proportionality, communications and resources at RVC disposal – <i>proposals have been considered and rejected previously (although torrent sites are blocked) but will be reconsidered – we will be doing this in the light of an internal audit looking at information security and PREVENT requirements which has completed with a report pending. This will provide a valuable external perspective on current arrangements and any proportionate changes that might be required.</i>	m	July 2016	HoGPC

	3.	Oversight of Sensitive Research Materials – <i>RVC specialist nature and discipline focus means that we do not carry out research in areas which would require access to sensitive or extremism related materials. Current ethical procedures are strongly embedded and consideration is incidentally being given to a further ethics committee to deal with social science orientated ethics issues.</i>		Complete – in that current controls considered adequate.	HoGPC
Student Union	1.	Ongoing consultation with Student Union on messaging and policy changes that will impact student body – <i>early and uncontroversial engagement through briefing meetings, SU President also on Council and Academic Board. A low risk area at the RVC. New officers have been elected and Prevent Leads will brief and train them in the Summer term prior to them taking office.</i>	n, d	Ongoing	HoGPC SPRA
	2.	Training appropriate individuals – <i>new officers will be trained – both through briefing from Prevent leads but also WRAP training.</i>	e	Summer term 2016	HoGPC SPRA
Chaplaincy & Pastoral Support	1.	Review policy on managing prayer and faith facilities - <i>multifaith facilities and faith oriented events are covered appropriately by our existing policy and procedures but recommunication and reinforcement recommended</i>	l, g, h, i	Complete	
	2.	Identify internal welfare processes and protocols for identifying and supporting vulnerable individuals for for sharing info internally and if required externally (i.e. to Channel Panels).	f	Complete	
Senior Management and Governance oversight	1.	Ongoing briefings of Audit Committee, Council and Senior Management Group and Academic Board	a	Complete and ongoing	HoGPC SPRA
	2.	Training of Senior Management Group – <i>provided to the SMG on the 14<sup>th</sup> March and in 1:1 sessions to those members unable to make the group session.</i>	e	Complete	HoGPC
	3.	Ongoing Prevent 'leads' identified and agreed, support: future review, connection to Prevent network, advice and guidance, information sharing and escalation.	a	Complete	HoGPC SPRA
Action Plan		Complete and submit on time – <i>ongoing monthly review</i>	c	April 1 <sup>st</sup>	HoGPC
Risk Assessment		Complete and submit on time – <i>ongoing monthly review</i>	b	April 1 <sup>st</sup>	HoGPC
Prevent Narrative		Complete and submit on time - complete		April 1 <sup>st</sup>	HoGPC