

## Safeguarding & Compliance Committee

### 1. Constitution

- 1.1 The Vice-Chancellor has established a Safeguarding & Compliance Committee (S&CC), which reports to the University Health, Safety, Safeguarding & Wellbeing Board (HSSWB).
- 1.2 S&CC will liaise with the Student Success Board where appropriate.

### 2. Scope

- 2.1 S&CC oversees arrangements in the University to ensure compliance and best practice in respect of the following:
  - Safeguarding as defined in the University's Safeguarding Policy (Prevent duty, safeguarding under 18 year olds, safeguarding adults at risk, county lines and modern slavery)
  - Safeguarding with respect to apprenticeships
  - Safeguarding aspects of students engaged in regulated activities
  - Compliance with the Office for Students registration condition (E6) on harassment and sexual misconduct
  - Hate crime
- 2.2 S&CC supports and promotes the welfare of staff, students and visitors and will seek to ensure provision of a safe environment conducive to work, study and the enjoyment of a positive experience for all members of the University community.

### 3. Membership

- 3.1 The membership shall be as follows:

#### **Ex Officio**

- University Secretary (*Chair*)
- Executive Director of Student and Academic Services (*Vice-Chair*)
- Executive Director of People
- General Counsel
- Associate Director of Student and Academic Services (Student Services)
- Senior Student Outreach, Participation and Advice Services Manager
- Associate Director of Student and Academic Services (Student Centre)
- Associate Director of Apprenticeships Development
- Head of Apprenticeships
- Deputy Chief Executive, Greenwich Students' Union
- Executive Director and Chief Information Officer
- Head of Estates and Facilities Operations
- Associate Director of Health and Safety Services

### **Other Members**

- 2 x Associate Deans (Student Success)
- 2 x Local Safeguarding Officers

- 3.2 The other members shall be appointed to the Committee by the Chair and shall serve terms of one year in rotation with others in those roles ensuring that all Faculties are represented.

### **4. Attendance at meetings**

- 4.1 At the discretion of the Chair, other staff who are not members of the Committee may be invited to attend on an ad hoc basis for specific items where their attendance can inform and support the Committee.

### **5. Frequency of meetings**

- 5.1 The Committee shall normally meet once per term (three times per academic year).
- 5.2 The Chair may call additional meetings as necessary.

### **6. Delegated Authority**

The Committee is authorised by Vice-Chancellor to approve:

- 6.1. Action Plans to improve performance and mitigate risk in the areas falling within the Committee's remit;
- 6.2. Good practice and communications to promote awareness and engagement in the areas falling within the Committee's remit;
- 6.3 KPIs to monitor performance in the areas falling within the Committee's remit;
- 6.4 Training and communication plans in the areas falling within the Committee's remit following input from People Directorate and Internal Communications; and
- 6.5 Procedures in the areas falling within the Committee's remit, ensuring adherence to legal and regulatory requirements and best practice.

### **7. Other Duties**

The other duties of the Committee shall be to:

- 7.1 Review and develop regulations and policies related to the Committee's remit for recommendation to HSSWB. Ensure adherence to legal and regulatory requirements and best practice;

- 7.2 Recommend for HSSWB approval an annual programme of work including targets and required resources. Champion and promote reflection, excellence and innovation across all areas covered by the Committee;
- 7.3 Implement the programme of work, regularly monitoring progress and reporting to HSSW. Ensure that the data and metrics used to monitor implementation are as robust and reliable as possible;
- 7.4 Consider anonymised statistics on ongoing and closed Safeguarding cases and other cases falling within the Committee's remit, including any themes and lessons learnt. Monitor performance against KPIs related to Safeguarding and other cases;
- 7.5 Monitor and update risk assessments for areas within the Committee's remit, including the University's Prevent risk assessment and action plan. Develop action plans to take advantage of opportunities, mitigate risk and improve performance;
- 7.6 Review the operation of the University's Freedom of Speech Code of Practice and recommend any changes to Vice-Chancellor's Executive and the Academic Council for approval; review the operation of Greenwich Students' Union's External Speaker Policy;
- 7.7 Review any necessary actions to meet the Office for Students' ~~requirements~~ registration condition (E6) relating to harassment and sexual misconduct;
- 7.8 Identify training and development needs and make recommendations for their resourcing. Monitor completion of mandatory training by Safeguarding Officers under the Safeguarding Policy;
- 7.9 Regularly scan the HE sector and other organisations for best practice and innovation in areas within the Committees remit, which are worth considering for implementation;
- 7.10 Review any audits and ensure any recommendations are implemented so as to continually improve performance;
- 7.11 Ensure active consideration of equality, diversity and inclusion in the conduct of the Committee's business.

## **8. Standing Orders**

- 8.1 The Committee must adhere to the [Standing Orders](#) for Academic and Executive Committees.

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