

RESEARCH EXCELLENCE FRAMEWORK (REF) STRATEGY WORKING GROUP

1. Constitution

- 1.1. The Academic Council has established a Committee known as the REF Strategy Working Group (REFSWG) which reports to the Research & Knowledge Exchange Board.
- 1.2. The REFSWG has the following sub-committees/groups:
 - 1.2.1 REF Staffing Panel
 - 1.2.2 REF Operational Working Group
 - 1.2.3 Faculty REF Working Groups
 - 1.2.4 UoA Panels (reporting via the Faculty REF Working Groups)
- 1.3. The following groups, whilst operating independently, provide inputs to the REFSWG:
 - 1.3.1 REF Appeals Panel
 - 1.3.2 REF Equality, Diversity and Inclusion Panel

2. Scope

- 2.1. The REFSWG is responsible for overseeing the University's preparations for, and submission to, the next Research Excellence Framework (REF), expected in 2028/9, in accordance with the objectives established in the University's Research & Knowledge Exchange Sub-strategy.

3. Membership

- 3.1. The membership shall be as follows:

Ex Officio

- Deputy Vice Chancellor, Research & Knowledge Exchange (Chair)

Other Members

- Associate Dean (Research & Knowledge Exchange) – GBS (Main Panel C)
- Associate Dean (Research & Knowledge Exchange) – FEHHS (Main Panel A)
- Associate Dean (Research & Knowledge Exchange) – FES (Main Panel A & B)
- Associate Dean (Research & Knowledge Exchange) – FLAS (Main Panel C & D)
- Lead Champion for Delivery of Multi-Component Outputs
- NRI Director / Deputy Director
- Executive Director of People, or nominated alternative
- Director Equality, Diversity & Inclusion
- Director GRI

- Associate Director GRI
- Head of Funding Support and Information Services
- Head of Greenwich Doctoral College
- Scholarly Communications Manager (Secretariat)

4. Attendance at meetings

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

5. Frequency of meetings

- 5.1 The Working Group shall normally meet quarterly from August 2024 and monthly during the last 12 months before the submission deadline.
- 5.2 The Chair may call additional meetings as necessary.

6. Delegated authority

The Working Group is authorised to approve:

- 6.1 the Units of Assessments (UoA) to which submissions will be made;
- 6.2 REF UoA statements of intent;
- 6.3 the staff included for submission in each UoA;
- 6.4 the University's final REF submission.

7. Other duties

The other duties of the REFSWG are to:

- 7.1 Provide overall academic and administrative oversight of the preparation and submission to the REF, including:
- monitoring all developments of the REF assessment proposals; criteria and submission guidance as developed by Research England, to facilitate the development of related University strategies and policies;
 - reviewing and agreeing inputs and actions from the REF Operational Working Group;
 - ensuring relevant information is communicated to stakeholders across the University using various mediums; and
 - ensuring a timely submission.
- 7.2 Put in place an annual cycle of assessment, namely, the Greenwich REF Exercise Assessment and Trial (GREAT), in order to prepare the University for the next REF submission in a timely and robust manner.

- 7.3 Ensure that REF2029 guidance, changes to guidance, timetables and other communications from Research England are reviewed and translated into policy, process and practice.
- 7.4 Evaluate annual results of each GREAT, commencing in 2022, and present recommendations to the Research and Knowledge Exchange Board about options for the REF submission.
- 7.5 Review and agree feedback at University level to faculties regarding their submissions according to the outcomes of GREAT cycles.
- 7.6 Make recommendations about which research should be submitted congruent with University strategy.
- 7.7 Adhere to the University's obligations under the Equality Act 2010 to avoid unlawful discrimination in terms of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.
- 7.8 Have particular regard to the importance of freedom of speech and academic freedom in the committee's business, acting in accordance with the commitments in the University's [Freedom of Speech Code of Practice](#).

8. Standing Orders

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

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