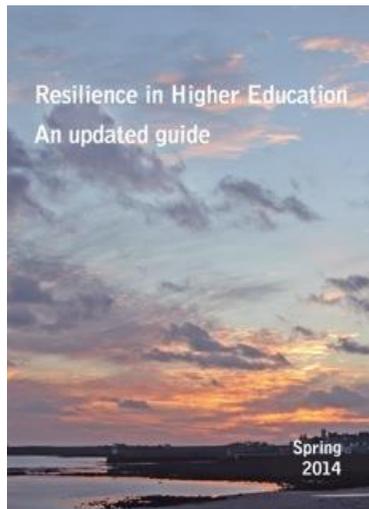


The Association of University Chief Security Officers

**INTRODUCTION TO RESILIENCE IN HIGHER EDUCATION**

This two-day course will introduce delegates to the key principles and good practice associated with emergency management and business continuity, with a view to building resilience within institutions. The course is aimed at staff with responsibilities for planning for and responding to emergencies and business continuity in Universities, Colleges or other Institutions of HE/FE. This may include managers or supervisors from Security, Health and Safety, Estates, Facilities Management, IT, Communications etc.



**OBJECTIVES** - By the end of the course participants will be able to identify:

- The nature and impact of emergencies, with particular reference to the Higher and Further Education sectors
- The business continuity lifecycle
- Approaches to risk management and planning
- Roles and responsibilities (internal and external)
- Communication during an emergency
- Recovery and business continuity issues
- Lessons learnt from relevant case studies
- Strategies for enhancing resilience

Delegates will also participate in a short desktop exercise highlighting strategic and operational issues.

*See full programme below*

**DATE & VENUE – 25 – 26 October 2018** at [Jagiellonian University in Kraków](http://www.jagiellonian.edu.pl), Poland

**THIS COURSE IS FREE FOR AUCSO MEMBERS** and includes:

- 2 days of training with hand-outs
- Lunch and refreshments on both days
- A certificate of attendance

*All delegates will be required to book and pay for their own travel and hotel\* (2 nights). Evening meals will be arranged to take together at local restaurants, or delegates may make their own arrangements.*

*European region members will be given priority places for this course. Non AUCSO members may be accepted on the course if spaces are available at a cost of £300 pp.*

**Please note that the AUCSO European Region Meeting will take place on the afternoon of Wednesday 24<sup>th</sup> of October, at Jagiellonian University, so that members can attend both events.**

**TRAVEL** – For those wishing to attend the European meeting, please arrive by 12.30 on Wednesday 24 Oct. Course delegates should arrive the same day or be at the venue by 08.45 on Thursday 25 October. For travel directions please see [Jagiellonian University website](http://www.jagiellonian.edu.pl).



Securing your Campus

**BOOKING** - Members can book their places via the [AUCSO website](#) events page. Enquiries should be sent to [admin@aucso.org](mailto:admin@aucso.org). Once a booking is received, a confirmation email will be sent.

**HOTELS** - Our host for the International region meeting and training event is Katarzyna Jurzak, who has suggested the following:

**[Hotel Fortuna](#)** This hotel is 5 minutes' walk to the venue and offers bed and breakfast from 310 PLN/€71 (single) or 360 PLN/€82 (Double)

If this hotel is fully booked, try

**[Hotel Imperial](#)** This hotel is 1 minute walk to the venue and offers 10% discount if booked via their website, from 393 PLN/€90 per night for bed and breakfast.

If you require assistance in booking the hotel please contact [Katarzyna Jurzak](#)

## PROGRAMME

*It is suggested that members download the AUCSO Resilience Guide from the AUCSO website resources area before the course.*

ARRIVAL	WEDNESDAY 24 OCTOBER 2018
13.00	Welcome to Jagiellonian University – Lunch
14.15-17.00	European Region Meeting
18.30	Meet colleagues for evening meal

*If time, there will be a tour of the Jagiellonian University Museum and campus during the course.*

RESILIENCE COURSE DAY ONE – THURSDAY 25 OCTOBER 2018	
09.00	Tea/Coffee - Course Registration/Admin and Introductions
1	<b>The Nature and Impact of Emergencies</b> <i>Exploring the various causes and possible impact of emergencies on Universities and Colleges</i>
2	<b>The Civil Contingencies Act 2004 and the Principles of Integrated Emergency Management (IEM)</b> <i>A brief introduction to the UK Act, its relevance to Europe and the HE sector and roles and responsibilities of responders; the principles of IEM and how it applies to Universities.</i>
3	<b>Roles and Responsibilities of Responders</b> <i>Who is expected to respond to an emergency within a University and what responsibilities do they have? Who should be in the emergency response team? Leadership and decision making during an emergency; Log Books.</i>
4	<b>Response, Recovery and Communications during emergencies</b> <i>The initial response to an emergency; the recovery phase; Managing information and casualty data; how to get messages out; social media; Media coordination.</i>
5	<b>Case Studies – lessons learned</b> <i>- A few helpful hints and tips</i>
17.00	Review and close
18.30	Optional - networking and dinner in local restaurant

RESILIENCE COURSE DAY TWO – FRIDAY 26 OCTOBER 2018	
09.00	Review of previous day / questions
6	<b>Business Continuity</b> <i>The BCI Good Practice Guidelines 2013 and ISO 22301:2012</i>

	7	<b>Threat Analysis and the BIA.</b> <i>Looking at Threat Analysis and Business Impact Analysis (BIA).</i>
	8	<b>Design and Implementation</b> <i>Continuity and Recovery strategies. The Incident Response Structure and the Business Continuity Plan.</i>
	9	<b>Scenario based Table-Top Exercise (TTX)</b> <i>Working in groups, a walk through of a possible emergency affecting a University or College</i>
15.45		Course Summary – Feedback Forms and Attendance Certificates Departure by 1600

Refreshments and lunch will be provided on both days

## **COURSE TRAINERS**

### **Peter Brinkley**

Peter Brinkley is the Deputy Director Operations, Estates & Facilities Management at the University of Surrey, (The Times and Sunday Times University of the Year 2016) and was previously Head of Security, since January 2012. Peter has 31 years' service at Merseyside Police, where he served as a Chief Superintendent for his last 9 years.

Peter was Area Commander at St Helens Borough in Merseyside and has extensive experience as a Firearms and Public Order Gold Commander in Liverpool. He has experience of managing serious public disorder in addition to command experience for major sporting events including the Grand National, British Open Golf at Royal Birkdale, and Football Command roles at both Everton and Liverpool FC.

His experience in Merseyside police also saw him as the Head of call handling and dispatch operations for 3 years and Head of the Force Strategic Development department where he managed force performance and a strategic change programme to deliver £60 million savings to the force budget. Peter leads the Emergency Planning portfolio for AUCSO and currently chairs the AUCSO South East Region.

### **Alan Cain MSc FSyI DBCI**

Alan Cain is the Head of Security and Business Continuity at Manchester Metropolitan University and has seventeen years' experience in security management and emergency planning, obtained in the higher education, diplomatic and corporate security sectors.

His previous roles include Head of Security at the University of Leeds and Operations Support Manager for G4S Wackenhut, where he was responsible for the Local Guard Force at the US Embassy in London. A former member of the Army Reserve, he has also served on operations in Basra and Helmand.

He is currently studying for an MA in Terrorism and Security at the University of Salford and is a Fellow of the Security Institute.

Alan was voted in as the Vice Chair of AUCSO in June 2018.