



Emergency Planning Society: Education Standards Group

Minute of meeting of held on 7th May 2008, Coventry University

Attendees

- Eve Coles, University of Leeds / Emergency Planning College. (Chair)
- Lucy Easthope, University of Hertfordshire.
- El Parker, University of Coventry.
- John Liddell, Emergency Planning Society.

Apologies

- Marc Beveridge, Emergency Planning Society.
- Michael Warner, Cambridgeshire County Council.

1. Minute

- The Minute of meeting of 15 February was approved [Appx A].

2. Matters arising

- With reference to para.3 of the Minute, Eve explained that publication of the draft core competencies document was imminent. This document would give a picture of the 'complete practitioner'.

3. Terms of Reference of the Group

- A draft Terms of Reference paper was approved subject to the addition of an additional paragraph to cover looking at the composition, components and processes of comparable professional bodies and their applicability to the operation of the Society.
- A copy of the amended Terms of Reference is attached [Appx.B] **EC.**

4. Membership of the Group

- It was agreed to invite Lee Bocher, of Loughborough University; Jim Roderick and Simon Bennet, of Leicester University; Ed Borodczic, Portsmouth Business School; and Rob Macfarlane, Emergency Planning College to join the Group **EC.**
- It was agreed to ask EPS HQ if there was any way to identify academic EPS members **JL.**

5. Scope of the Research Project on UK Universities

- A draft scoping paper for the research project on UK Universities was considered. It was agreed that an additional Stage 1 be added outlining an 'ideal syllabus' encompassing the core competences. **EC / EP**
- Amended Stages 2, 3, and 4 would then map this 'ideal syllabus' against what was available in the field [Amended paper attached Appx.C]
- After discussion on the suitability of this work being done by a student, it was concluded that it might be better being done by a qualified professional in view of the PR issues which arise from the outset and the need to inter-relate with consultees. **LE** volunteered to take the project on.
- It was agreed that the preliminary work should be completed by the end of October so that the draft framework could run in tandem with the core competences launch at the EPS Autumn Study in November 2008 **LE**.

6. Action Plan

- Eve and El to draft 'ideal syllabus' – end August **EC / EP**
- Lucy to carry out research project – framework by end October **LE**

7. Date of next meeting

- It was agreed to hold a meeting on the morning of 17 June at EPS Annual Conference in Torquay. [Venue and time to be arranged]. Thereafter a meeting will be held on 8 July at Easingwold

Appx A.

Education Standards Group Meeting

Minute of Meeting held on 15th February 2008, Cambridge

Present

- Marc Beveridge,
- John Liddell, Emergency Planning Society
- Eve Coles, University of Leeds / Emergency Planning College
- Lucy Easthope, University of Hertfordshire
- El Parker, University of Coventry
- Mike Warner, Cambridgeshire County Council

Minute

- Marc and John outlined the proposed new EPS Membership structure and progression as per the attached flow chart, being considered as part of the Society's desire to progress to Institute status and the rigour of qualifications and Continuing Professional Development [CPD] that will entail.
- It is intended to have the new system in place by August 2010, after which all members will be subject to it. Any upgrades granted before then would be honoured subject to the CPD element being complied with.
- It was also explained that the Cabinet Office, The Emergency Planning College and the Society were working to develop a core competency framework for people working in resilience. This would also provide the framework to define the profession in respect of membership and progression.
- The calling of this meeting was to explore with selected academic members the possibility to develop a syllabus across the board which would inform the pathways to progress to associate/full member/ fellow status. Thus we seek a comprehensive review of courses, modules, training etc. which would be accredited and form part of the membership progression system.
- The first steps are to establish what is out there; who does what and how.
- It was suggested that this could be a student project, and it was remitted to Marc to negotiate this and agree a budget with the Board.
- The remit of the student would be to
 1. Conduct a survey of what courses are available, at Universities and other Institutions, Colleges etc.
 2. Look at the processes of an agreed selection of other Professional Bodies and assess their applicability to the Society's application and membership proposals.

3. Look at the composition and components of those other Professional Bodies and assess their applicability to the operation of the Society.
- Thereafter the Group would meet again and assess the outcome of the project.
 - It was agreed that the Group meet again 7 May to finalise a continuing remit for the Group and develop the role of the Higher Education Institutes within the Society

Appx.B.

Emergency Planning Society: Education Standards Group Draft Terms of Reference

Purpose

- The purpose of the Education Standards Group is to design, develop and maintain an academic strategy and syllabus of a high standard for the enhancement of the profession of Emergency Planning that is based on the Society's Core Competences Framework and to further safeguard the academic standards of the Society by monitoring use of the syllabus by higher education establishments.

Terms of Reference

- To develop and maintain an academic strategy and policy for the Society.
- To look at the composition, components and processes of comparable professional bodies and their applicability to the operation of the Society.
- To design, develop and maintain an academic syllabus for the Society based on the Core Competences Framework.
- To review at regular intervals the content of the syllabus in line with new knowledge and practice in civil protection.
- To commission research investigating current provision of civil protection/disaster management programmes delivered at universities in the UK and Ireland.
- To commission the development of and maintain a database of provision of all academic programmes in the UK and Ireland.
- To monitor, at regular intervals, the use of the syllabus by education establishments as part of their course design.
- To understand the nature of research relating to major emergencies/disasters being carried out in universities in the UK & Ireland and its potential influence on professional practice.

Appx.C.

[To be completed September 2008]