



## Minutes of the North West Branch Meeting Tuesday 14th March 2017

### Manchester Airport

#### 1. Welcome & Introductions

Andrew Swapp welcomed all members of the branch to the meeting & thanked Bernard Kershaw for arranging the event. The morning session had included presentations from Ann McPhie, Emergency Planning Officer for Manchester Airport, Paul Nield, Greater Manchester Police & George Lane, Airport Chaplain.

#### 2. Apologies

Jenny Jones recorded the following apologies:  
Jo Tarpey – Wigan MBC  
Andrew Sharrock – Wigan MBC  
David Mitchell – Knowsley Council  
Martin Blackburn

#### 3. Minutes of the last meeting

Andrew Swapp gave a brief overview of the last meeting which was held at the Highways England Offices. All minutes will be available on the member's area of the Emergency Planning Society website in the next couple of months once training has been given to the branch executive on the new site.

#### 4. Branch update

Andrew Swapp advised that the Executive Committee had been busy planning new events and looking at ways to increase membership.

Links are now well forged with the Manchester Metropolitan University following a presentation which promoted the EPS to Business Continuity professionals (HEBCON) and prompted the offer of the University as a venue for a future Branch event. Ongoing joint work with students and staff from the University of Manchester resulted in some of the students attending today's event and also the last event at Highways England. Members of the branch Executive Committee have attended events at the University's including a careers expo to try to promote the Emergency Planning Society. Andrew Swapp advised that some of the post graduate students are keen to take part in any work



experience that may be available, discussions took place about the types of work that could be undertaken and it was agreed that members should go back to their respective organisations to identify if opportunities were available and to contact Andrew Swapp or Jenny Jones with any offers so that Andrew & Jenny can act as liaison with the students.

Rachel Hutchinson has again been working hard on the newsletters but it is always a struggle to find articles for the newsletters. Can members please consider any work that they have done, incidents/exercises they have been involved with that could form part of the newsletter and forward these to Rachel or Jenny Jones for submission. Rachel also reminded the group of the branch twitter account - @theeps-northwest and asked that member's sign up to follow us.

## **5. National update**

Mark Taylor advised the group of the following:

- Board last met on the 8<sup>th</sup> March 2017
- Main focus was on finances as the society ran at a loss last year, partly due to the initial costs of the new website
- New website now up and running, some tweaks still to be made but only a quarter of members have requested their new password which is a concern.
- Panel is now in place to review membership upgrade applications. The application process for upgrades is on the EPS website.
- Professional Working Groups are being reviewed nationally to look at whether what is currently in place is fit for purpose or if new groups are required
- The AGM & Awards dinner and the National Conference are taking place on the 20-21<sup>st</sup> June 2017 at the Emergency Planning College. No theme has been confirmed yet, however the conference may be split into a morning seminar followed by a number of afternoon workshops. As the agenda is finalised it will be shared with members.

## **6. Future events**

Bernard Kershaw thanked members for supporting this event and advised that the Branch is aiming to do a minimum of two of these type of events per year, having previously visited Heysham Power Station, Cumbria Fire and Rescue/County Council, United Utilities & Highways England the next event is proposed to be hosted by the Environment Agency at their Penrith Offices. The event will be held in September, date to be confirmed, and will follow a similar



format with presentations from various staff from the EA and also possibly the Animal and Plant Health staff & the Forestry Commission who are also based at the site. The branch AGM will be held following the training session.

Bernard advised that he had held preliminary discussions with Katie Fisher, Chair of the Yorkshire & Humber Branch in relation to a joint study day. We have previously held these one day events and both branches are keen to run another joint event, possibly late 2017 or early 2018, Bernard will continue to progress this but queried whether members had any ideas for a theme & a suggestion was made about planning for emergencies as focus always seems to be on the response not the planning element and how different agencies carry out this work.

Bernard finally queried whether any members had any ideas for future north west training events? Mention was made of the other utility companies following the visit to United Utilities and also the Port Health in Liverpool. Following this visit it was also mentioned that visits to other private sector establishments should be considered as we could also try to promote membership with them. Bernard agreed to look at the suggestions raised.

## **7. AOB**

No further items were raised.

Andrew Swapp thanked everyone for their attendance & advised that he would look forward to seeing people at the next North West event