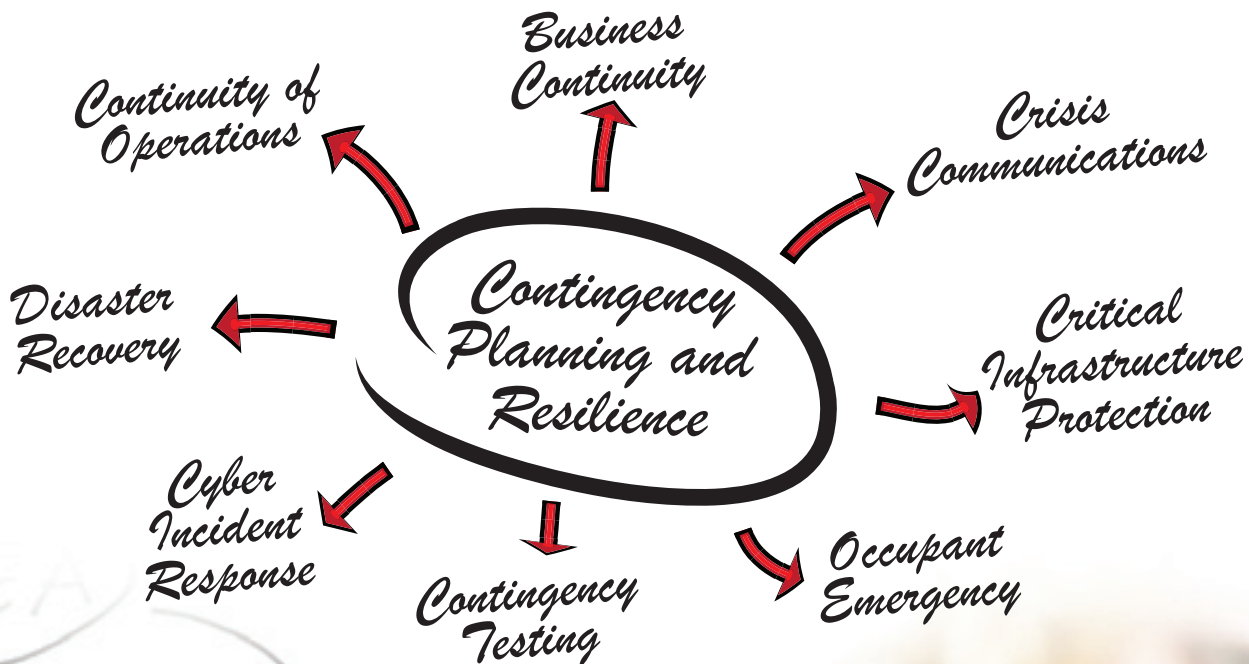


# CIVIL CONTINGENCY PLAN CONSULTATION AND TESTING SERVICE

When was the last time you reviewed your Civil Contingency plan?  
How resilient are your business processes should an incident occur?  
What would be the costs of not being able to operate?  
Do you meet the legal requirements?



The 2010 Business Continuity Management Survey\* research findings, collected from 903 public and private sector respondents stated that only 48% of managers who have plans in place undertake a rehearsal exercise of their plans once or more per year. A third of managers reported that they do not rehearse their plans at all.

The legal requirement to have a **Civil Contingency Plan** is clear but it is imperative that the plan is *tested* and *reviewed* to address all reasonably foreseeable risks.

We offer skilled, experienced consultants to provide your organisation with a range of services supporting *business continuity* and preparedness for civil contingencies in compliance with the **Civil Contingency Act 2004**. We will work with you to ensure that your organisation is not only as compliant as it needs to be, but is able to respond effectively to an incident, however major it may be.

We offer a range of packages which can be designed and costed to address the specific needs of your organisation. Our more comprehensive packages offer a unique, workshop based simulation exercise, developed by the team at the University of Glamorgan.

Package 1: Threat and Risk Assessment and Consultation	Package 2: Consultation on Drafting or Revising Contingency Plans	Package 3: Critical Incident Response and Contingency Plan Testing	Package 4: Major Incident Response and Contingency Plan Testing
<ul style="list-style-type: none"> <li>• Understand main threats and impacts</li> <li>• Contextualising environment and information exchange</li> <li>• Physical structures in built environment and communications</li> <li>• Critical process identification</li> <li>• Policy development and contingency plan recommendation</li> </ul>	<p>Services of Package 1 plus:</p> <ul style="list-style-type: none"> <li>• Scrutiny of Current Contingency Plan</li> <li>• Report and recommendations</li> <li>• Guidelines for Policy Development and Incident Management Strategy</li> <li>• In-Facility Incident Planning and Emergency Plan Creation</li> <li>• Environmental Major Incident Planning</li> </ul>	<p>Services of Packages 1 &amp; 2 plus:</p> <ul style="list-style-type: none"> <li>• Scrutiny of Current Contingency Plan</li> <li>• Testing of plan via Critical Incident on-site Simulation Exercise (allows your staff to be tested in relation to their functions in enacting contingency plans)</li> <li>• Report and Recommendations</li> </ul>	<p>Services of Packages 1, 2 &amp; 3 plus:</p> <ul style="list-style-type: none"> <li>• Scrutiny of Current Contingency Plan</li> <li>• Testing of plan via Major Environmental Incident on-site Simulation Exercise</li> <li>• Report and Recommendation</li> </ul> <p><b>Our most Comprehensive package that will cover all your needs.</b></p>

## Costings

We offer various costing plans that can be agreed at contract stage. As an indication, we can cost per 1,000 words for review / provide suggestions for improvement of existing plans or cost per day for review, walkaround and in-house simulation exercise implementation. Let's meet and explore what we can offer you that addresses any gaps you have in your contingency planning programme.

## Consultants

We have access to a variety of experienced consultants from whom we are able to draw input and expertise, depending on your organisation and needs. Glamorgan based experts include:

### Jeff Faris,

Head of Security Studies Group,  
Department of Professional Education,  
University of Glamorgan

Jeff Faris is a Senior Lecturer in the Department of Professional Education Faculty of Health Sport and Science. He has a long standing interest in the Psychology of Survival and has many years of clinical and academic experience of patterns of violence. Alongside his professional and academic duties, he is the lead for the Security Studies Group.

Jeff qualified as a Clinical Psychologist in Pretoria in 1983 and is UK registered as a Psychotherapist. Over the past 29 years, he has specialised in Systems Thinking and Communication Theory. Academic special interests include security studies and counter terrorist strategies. Collaborative projects with South Wales Police have included Leadership Exercises, Public Order and Officer Safety Training simulations. He has considerable experience facilitating simulation exercises in situated learning contexts and currently coaches on Negotiating with Armed Groups on the University of Glamorgan MSc in Disaster Healthcare programme Hostile Environment Simulation Exercise.

**Tel: 01443 483821**  
**Email: jfaris@glam.ac.uk**



### Stuart Twigg,

Senior Lecturer,  
Police Sciences Division,  
University of Glamorgan

Stuart Twigg is a Senior Lecturer in the Police Sciences Division of the University of Glamorgan. He has a long standing interest in Operational Command & Control, contingency planning and public order policing. Alongside his professional and academic duties he is the divisional lead in liaison with the security industry especially in the area of collaborative training.

Stuart is a retired senior police officer who joined the university after serving for 32 years with the British police service. He is a qualified Hostage Negotiator and has had command of major deployments and incidents both in the UK and overseas. He still works on collaborative projects with South Wales Police in the areas of training and development. Academic interests include the topics of strategic development international relations, security studies, public order and leadership. He is currently studying for a PhD in policing public order.

**Tel: 01443 654347**  
**Email: stwigg@glam.ac.uk**



To discuss your needs in more detail, contact Jeff or Stuart who will be pleased to talk through our services in greater depth and which are likely to be of most relevance and use to you.