University of Glasgow

Business Continuity and Resilience Board

Minute of meeting held on Friday the 19th of April 2024 at 2pm in the Turnbull Room, Main Building

Present: Selina Woolcott (HSW), David Duncan (Convenor), Sam McCartney (CoAH), Gary Stephen (Facilities), Liridona Jahdaut (BCA), Phil Whitfield (MVLS), Steven Richardson (CoSS), Pauline McNally (External Relations), Cyril Pacot (CoSE), Mark Johnston (IS)

In Attendance: Debbie Beales (Clerk)

Apologies: Jenna Millar (MVLS)

1. **Minute from the last meeting**

   The Minute from the last meeting was approved.

2. **IT incident reports (Paper 1)**

   The Board noted the Paper that was circulated by Mark for information only. These reports highlight points of failure that haven't been considered before and are to be used for lessons learned.

3. **Non-IT BC issues (Paper 2)**

   The Board noted the Paper that was circulated by Gary for information only. The report lists all recent incidents that impacted on business continuity, with action points provided.

4. **BC update (Paper 3)**

   The Board noted the Paper that was circulated by Liridona (LJ). The paper lists feedback from various BC exercises, including one delivered by LJ in March, with recommended actions.

   Other update items include:

   - A generic BC plan is needed with local plans to filter from that.
   - BC co-ordinator training will be provided by LJ.
   - LJ to provide the Board members with the new BIA template for feedback at the July meeting. The BC co-ordinators will work with the template, as a working draft, in the meantime.
   - A sub-committee will be created, with a rep from each area/College in attendance. Mark Johnston and Mark Temple to attend this group for IS and Pauline McNally for ER.
   - John Redmond from Finance will join the BCRB at future meetings.

5. **Date of Next Meeting**

   Monday the 22nd of July 2024 at 10am in the Carnegie Room, Main Building