

University of Glasgow
Business Continuity and Resilience Board

**Minute of meeting held at 11am on Friday the 10th of February 2023 in the PMR,
Main Building**

Present: Selina Woolcott (HSW), Cyril Pacot (CoSE), Billy Howie (CoSS), David Duncan (Convenor), Stella Matimba (BC Adviser), Gary Stephen (Facilities), Mark Johnston (IS), Jenna Millar (MVLS), Liz Broe (Arts)

In Attendance: Debbie Beales (Clerk)

Apologies: Pauline McNally (ER), Paul Fairie (MVLS)

1. Minute from the last meeting

The Minute from the last meeting was approved.

2. National Power Outage Exercise

Stella informed the Board that this exercise took place on the 1st of February 2023 and agreed to produce a report listing the findings. This will be circulated to the Board for the next meeting in April.

3. Business Continuity Management Performance Reporting – Discussion

Stella shared a template for BCRB performance reporting and asked the Board to provide her with feedback on the template via email. The Board agreed that, moving forward, the College reps will report critical incidents to the Board as appropriate to provide valuable lessons learned.

4. National Risk Register (to discuss conducting exercises to address the various risks)

The Board agreed that the University should do 2 desktop exercises per year (one large and one small), based on the risks that were flagged on the National Risk Register from 2020. At local level, desktop exercises should take place, as appropriate, based on risks flagged on their individual BIA's.

5. AOCB

- The Board welcomed Jenna Millar, from MVLS, deputising for Paul Fairie.
- The internal auditors risk committee from KPMG revisited the internal review undertaken by PWC in 2021 and confirmed that they have no issues or concerns at this time.
- Estates have appointed a new Energy Manager, Agnieszka Kuczynska, who Stella Matimba will work with regarding energy security.

- Critical Incident Plan (CIP). A short life working group, chaired by Barry Morton, the Director of Facility Services, met to discuss the current approach, informed by the CIP. The CIP was circulated to group members for feedback and will be updated by Gary Stephen. A draft Paper, providing an update, will be circulated to the Board for the next meeting.

6. Date of next meeting

The next meeting of the BCRB will take place at 2pm on Tuesday the 25th of April 2023.
Location TBA.