

## University of Glasgow

### Business Continuity Governance Board

#### Minute of meeting held on Monday 17<sup>th</sup> December 2018 at 2 pm in the PMR

**Present:** Selina Woolcott (HSW), Neil Bowering (CoSE), Liz Broe (Arts), Billy Howie (CoSS), Barry Morton (E&CS)

**In Attendance:** Debbie Beales (Clerk), David Duncan (Convenor)

**Apologies:** Sharon McGregor (CoSS), Paul Fairie (MVLS), Diane Montgomery (IT) Peter Haggarty (E&CS),

#### 1. Minute from the last meeting

The Minute from the last meeting was approved.

#### 2. Critical buildings (Paper 1)

The Board noted the Paper that was circulated. Barry Morton informed the Board that the purpose of this Paper is to identify buildings that are essential to the safe operation of the University Estate during a major disruption. This includes buildings housing animals, specialist IT equipment, the district heating scheme boilers and unique research. The Gilbert Scott Building is not on the critical buildings list as, due to its complexity, multiple entrances and fire systems etc, it is not an ideal building to operate in such situations. The Board approved the list and agreed that E&CS must be made aware of any areas not on this list that Colleges/US deem to be a critical area/building.

#### 3. Testing of College plans (verbal update SW)

Selina Woolcott informed the Board that College plans are to be tested in 2019 using theoretical desk top exercises designed by each College. Whilst these will need to be self-supporting by each College, Ms Woolcott is happy to facilitate these exercises and assist the colleges to review the outcomes. The plan is to hold a desk top exercise each quarter starting with the College of Arts who should have this completed by the end of March 2019. MVLS will be second, followed by CoSS and CoSE.

#### 4. Durham University case (verbal report SW)

Selina Woolcott informed the Board that a researcher at the University of Durham had been arrested on spy charges in the UAE. This issue raises concerns about the safety of University of Glasgow staff conducting research in politically sensitive countries, and the capacity to respond to such events and support involved staff out of hours. The Board agreed that all staff doing so must ensure that a robust risk assessment has been put in place and David Duncan agreed to raise this matter with the Chair of the Research and Strategy Committee at their next meeting.

#### 5. AOB

There was no AOB.

#### 6. Date of next meeting

The next meeting of the BCGB will take place in March 2019 (exact date TBA)