

**University of Glasgow**  
**Business Continuity and Resilience Board**

**Minute of meeting held on Thursday the 18<sup>th</sup> of January 2024 at 10am in the  
Carnegie Room, Main Building**

**Present:** Selina Woolcott (HSW), David Duncan (Convenor), Liz Broe (CoAH), Gary Stephen (Facilities), Liridona Jahdaut (BCA), Jenna Millar (MVLS), Phil Whitfield (MVLS), Steven Richardson (CoSS), Rosie Thompson (CoSS), Pauline McNally (External Relations)

**In Attendance:** Debbie Beales (Clerk), Alun McGlinchey (IS)

**Apologies:** Cyril Pacot (CoSE), Mark Johnston (IS)

**1. Minute from the last meeting**

The Minute from the last meeting was approved.

**2. BC Adviser update (Paper 1)**

The Board noted the Paper that was circulated for information only. Highlights include:

- Liridona has created a new Business Continuity Hub on SharePoint which can be accessed at <https://gla.sharepoint.com/sites/BusinessContinuityHub>  
Liridona asked that the Board view the site and provide feedback on anything that isn't user friendly, such as layout/ease of use. Once all feedback has been actioned, BC Co-ordinators will be able to access this site to share BIA's and BC Plans from their specific areas. Staff will also be able to access BC policies, templates etc.
- Liridona and Selina provided KPMG with an update on all outstanding actions from the 2019 BCM audit. These actions will be marked as complete once the newly approved Strategic Business Impact Analysis (SBIA) is distributed University wide.

**3. IT Incident Reports (Paper 2)**

The Board noted the Paper that was circulated for information only. The Paper consists of 4 incidents that took place at the end of 2023. All incidents were resolved locally with minimum disruption to business users.

**4. AOCB**

- The Board agreed that a report on non-IT related BC issues should be brought to future meetings. This report will be generated by Gary Stephen, who asked that Board members draw any local issues to his attention in advance. This will allow him to find the relevant information on Avanti.
- The Board welcomed Steven Richardson, Health, Safety and Business Continuity Manager for CoSS, as the new BCRB representative for CoSS.

**5. Date of Next Meeting**

The next meeting of the BCRB will take place on Friday the 19<sup>th</sup> of April at 2pm in the Turnbull Room, Main Building.