

# University of Glasgow

## Business Continuity and Resilience Board

Minute of the BCRB meeting held on Thursday the 20<sup>th</sup> of November 2025 at 10.30am in the PMR, Main Building

**Present:** David Duncan (Convenor), Gerry Moore (BCA), Jenna Millar (MVLS), Steven Richardson (CoSS), Pauline McNally (External Relations), David Harty (USR), Jane Hoey (Finance), Nicholas Fatoye (CoSE), Jon McCue (CoAH), Cyril Pacot (CoSE), Gary Stephen (Facilities), Mark Johnston (IS)

**In Attendance:** Debbie Beales (Clerk)

**Apologies:** James Hamilton (PODs), Phil Whitfield (MVLS)

### 1. Minute from the last meeting (Paper 1)

The Minute from the last meeting was approved.

### 2. Action tracker update

- **CoSS update. Ongoing.** CoSS workshop was scheduled for September 2025. The Board agreed that BC Policies must be in place before any workshops can take place. Once BCP's have been signed off, all Colleges will run individual BC workshops prior to the next risk audit meeting in March 2026.
- **Other relevant updates. Ongoing.** A College wide BC exercise will now take place in the summer of 2026.
- **Other relevant updates. CLOSED.** GM and DH brought the University draft BC Policy to the Board (see item 3).
- **AOCB. Ongoing.** Risk registers within College finance to be updated. JH looking at the project management system PPMA to see if it has the functionality to gather BIA's and create a complete risk register.

### 3. University draft BC Policy (Paper 2)

The Board noted the paper that was circulated and agreed that a smaller group should meet to discuss how the final university BC policy should look.

**Action –** Clerk to arrange before year end.

### 4. Disaster Recovery Policy (Paper 3)

The Board noted the paper that was circulated. The purpose of the policy is to ensure that IS has considered the continuity of critical business functions in the event of a disaster and applies to all IT systems managed by IS. The policy will be informed by BC plans and will evolve accordingly.

## **5. Estates BC Exercise (verbal update DH)**

DH informed the Board that 40 staff from all areas within Estates attended a BC exercise in August. This was hosted by Estates Directors with support from GM, DH and SR. Attendees agreed on the following 5 vulnerabilities within the Estates Directorate:

1. Supply chains
2. Ageing assets and infrastructure
3. Staffing levels
4. Economic climate
5. Systems

The attendees split into 5 groups, one for each item, to discuss mitigations and controls to be looked at. The feedback from these discussions will help to form the BIA for Estates.

**Action** - Clerk to share slides outlining the discussion with the Board.

## **6. College updates**

- CoSS: Almost 50 local BIA's and BCP's have been issued to Schools within CoSS.
- MVLS: BCP on track for completion by year end.
- CoAH: BCP and BIA complete and awaiting College senior management approval.
- CoSE: Engaging with key research areas to drive business continuity.

## **7. AOCB**

This meeting is Gerry Moore's last, as his secondment as BCA has come to an end. The Board were united in thanking Gerry for his hard work and support.

## **8. Date of Next Meeting**

The next meeting of the BCRB will take place in February 2026.