

University of Glasgow

Business Continuity Governance Board

Minute of meeting held 2pm on Friday 28th February 2020 in the PMR

Present: Selina Woolcott (HSW), Liz Broe (Arts), Billy Howie (CoSS), Peter Haggarty (E&CS) Neil Bowering (CoSE), Diane Montgomery (IT)

In Attendance: David Duncan (Convenor) (joined 2.15pm), Robert Partridge (Exec Director, Student & Academic Services)

Apologies: Paul Fairie (MVLS), Debbie Beales (HSW and Board Clerk)

1. Minute from the last meeting

The Minute from the last meeting was approved.

2. Coronavirus update

RP gave an overview of measures taken to mitigate some of the impact effects of the ongoing Covid-19 outbreak on business activities, in particular in relation to the activities concerning pre-sessional students. Initially actions taken were those necessary to reassure staff receiving arriving student from affected areas. The focus has now moved to the potential downstream impacts from the reduced number of pre-sessional students coming to UoG, direct or via GIC, both on SMLC resourcing and on student numbers for UoG schools due to receive these students onto courses in September. DD anticipating real impacts as the likelihood of a pandemic situation increases.

SW is preparing a workshop to take place on Wednesday 4th March to consider wider potential impacts on student registration in September as well as the impacts of increased sickness absence on teaching in March/ April and exams in May/ June. BH raised the possible benefit of utilising skills in Planning & Business Intelligence to generate models to predict potential financial impacts to assist in budgetary planning moving forward. It was agreed that this could be valuable at some point in the future.

A Russell Group Covid-19 Group, of which DD is a member, is meeting regularly and monitoring information on impact coming from antipodean Universities whose term is ahead of UK HEIs.

RP emphasised the importance and value of regular calm communications in reassuring the UoG community.

3. College activity update (verbal update SW)

Ms Woolcott informed the Board that the College Science & Engineering exercise went ahead in January. NB said it was well received and has led to requests for School-level exercises. Whilst these could not be supported from HSW, NB happy to offer support from within the College. MVLS hope to hold their exercise in May, once the ongoing audit of SAH is complete. The SAH has now finished their BCP, meaning the College's BCP is now complete.

BH asked if, given the number of significant BC incidents in the last year – Beast from the East coupled with industrial action in Feb 2019, viable incendiary device in March

2019 and current pandemic threat also coupled with industrial action – the University should be considering investing additional resource in BC support. DD considered this not be necessary at this time.

4. AOB

SW commented that whilst next week's workshop would focus primarily on the Covid-19 impacts on teaching and student recruitment, there were also risks for wider operational activities, such as the Campus Development Programme. PH agreed that a significant increase in sickness absence amongst the 500+ contracted staff presently on site would impact on delivery of the programme and that another risk was the impact of the end of the Brexit Implementation Period on Multiplex's international workforce comprising around ten nationalities.

5. Date of next meeting

The next meeting of the BCGB will take place in June 2020 (exact date TBA)