

University of Glasgow

Business Continuity Governance Board

Minute of meeting held at 10am on Monday 28th September 2020 via Zoom

Present: Selina Woolcott (HSW), Liz Broe (Arts), Billy Howie (CoSS), Diane Montgomery (IT), David Duncan (Convenor), Cyril Pacot (CoSE), Ian Campbell (E&CS)

In Attendance: Debbie Beales (Clerk)

Apologies: Paul Fairie (MVLS), Jane Townson (MVLS), Peter Haggarty (E&CS) Neil Bowering (CoSE),

1. Minute from the last meeting

The Minute from the last meeting was approved.

2. Covid update:

2.1 Situation in Residences – operational impact

Over 1,000 students are currently self-isolating in student residences. Of those who tested positive, the majority are showing mild symptoms or no symptoms at all. The main issues are boredom, wellbeing issues and getting food delivered to their residences. The University has arranged a 4-week rent rebate, £50 per student for food and there were deliveries of hot food at the weekend which will continue this week. There are logistical issues with getting food to students in isolation and staff there are working hard to overcome this.

2.2 Situation in Residences – media impact/management

The Media have been quite negative with stories of students with no food, towels or bedding. This is slowly changing as it becomes apparent that the University is doing all that it can to remedy this.

2.3 Campus Activity and TU issues

The Board discussed the need to keep staff abreast of what is happening. Mr Campbell informed the Board that a live Q&A is planned for staff next week as well as mini panels for College staff representative councils.

The University continues to have good relations with the TU's and that there have been no issues so far.

3. Lessons Learned exercise planning

Dr Duncan informed the Board that Professor Fischbacher-Smith will facilitate a seminar workshop in October to reflect on lessons learned from the Covid outbreak. All BCGB members will be involved along with the Director of Campus Services and others.

4. Re-boot of BC planning review

The Board agreed that once the University have reflected on the lessons learned from the Covid outbreak, this can then be used to assist in the review of the existing business continuity plans.

5. AOCB

- **Resilience Group/Plan**

Mr Campbell informed the Board that the Resilience Group have completed the Emergency Plan Response but, as it is primarily for Campus and the Covid outbreak has been in student residences, the Board decided that it isn't required at this time. As far as the communication chain is concerned the University is currently sitting at "silver command" meaning that the Director of Campus Services is ultimately in charge of accommodation and, along with the Director of Catering and Events, is managing the situation within student residences. If the situation escalates the "gold command" will be activated. The Board agreed that a similar set of documents are now required specifically for student residences.

- Support for students from Schools/Colleges

Dr Duncan informed the Board that the Head of the School of Medicine has been in contact with all medical students in lockdown asking what help, if any, is required. The Board agreed that it would be useful if all Colleges adopted this approach with School academic advisers contacting any of their students affected by lockdown.

6. Date of next meeting

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