UNIVERSITY OF ABERDEEN

**RESILIENCE ADVISORY GROUP**

June 2024

**1. COMMITTEE TITLE**

RESILIENCE ADVISORY GROUP

**2. DATE OF ESTABLISHMENT**

JUNE 2020 - (New terms of reference for the group with the name change from Advisory Group for Business Continuity and Resilience)

**3. CONVENER AND ADMINISTRATIVE SUPPORT AREA**

Convener: University Secretary

Clerk: Business Continuity Adviser

**4. PURPOSE**

To provide central oversight, guidance and reporting to senior management on all matters relating to Resilience.

To inform the actions necessary to implement University policy and monitor compliance with the University’s obligations under the Counter-Terrorism & Security Act 2015.

**5. REMIT**

The Group will:

Oversee the maintenance and coordination of the University’s Resilience preparations, including plans, procedures, training, exercising and external interfaces.

* Advise University Management on all matters relating to resilience and actions necessary to implement University policy;
* Ensure monitoring is in place for compliance with the University’s Resilience Policy;
* Monitor the University’s compliance with counter-terrorism & security legislation and make recommendations to University Management on actions necessary;
* Provide a forum for discussions between University units on interdependencies regarding resilience issues.
* Receive regular feedback from Heads of Schools and Heads of Professional Services on resilience issues.
* Ensure exercises are carried out to test plans in accordance with University policy.
* Report annually to the University Senior Management Team or more frequently if required. Ensure an active integration with items on the corporate risk register related to the Group’s responsibilities.

**6. COMPOSITION AND QUORUM:**

Convener: University Secretary

Membership:

2 x Schools  (1 x Arts, 1 x Sciences)   R

1 x Library and University Collections    R

1 x Digital & Information Services     R

1 x Directorate of People    R

1 x Estates & Facilities    R

1 x Security Manager    R

1 x Communications    R

1 x Health & Safety    R

2 x Business Continuity Advisers (1 x Clerk)  R

1 x Accommodation Services    R

1 x AUSA    R

1 x Academic Services & Online Education    R

1 x External Relations    I

1 x Planning    I

1 x Finance    I

1 x Research & Innovation    I

R Required

I Invitation depending upon agenda items. Will receive full papers prior to meetings

ACCOUNT TO BE TAKEN OF EQUALITY AND DIVERSITY IN MEMBERSHIP

Quorum: At least 6 representatives, including at least 1 from schools. If this minimum attendance is not achieved essential decisions may be agreed by circulation.

**7.** **REPORTING LINE/PARENT COMMITTEE AND INTERFACE WITH**  **OTHER COMMITTEES**

Formal reporting line: SMT

Interface with other committees: Information Governance Committee

**8. FREQUENCY AND TIMING OF MEETINGS**

The Committee will meet four times per year.

Timing of meetings in accordance with University Policy.

**9. PUBLICATION OF PAPERS**

Cognisance will be taken of the University’s Publication Scheme and Agenda papers will be made available on web pages/StaffNet.

**10. DATE ESTABLISHMENT OF COMMITTEE APPROVED/RECORDED BY SMT: ……………………………**