

## Emergency Committee Meeting

Tuesday 26 May 2020 at 3:00pm

By Conference Call

### AGENDA

Item	Description	Approval/Noting
1.	Apologies for Absence	
2.	Declarations of Interest	
3.	Minutes of previous Emergency Committee Meeting and matters arising (30 April 2020)	<b>Approval</b>
4.	Board Action Point Tracker	<b>Noting</b>
5.	Business Continuity: <ul style="list-style-type: none"> <li>• Cyber Attack (see most recent updated Q&amp;A sheet)</li> <li>• Coronavirus (see most recent updated Q&amp;A sheet)</li> </ul>	<b>Noting</b>
6.	Upper Langlee – Progress Report	<b>Noting</b>
7.	Upper Langlee – Appointment of Engineer	<b>Approval</b>
8.	Upper Langlee – Project Design Scope	<b>Approval</b>
9.	<u>Review of Policies, Plans &amp; Strategies</u> <ul style="list-style-type: none"> <li>A. Value for Money Strategy</li> <li>B. Business Planning Policy</li> <li>C. Property Maintenance Policy</li> <li>D. Reporting Guidelines Update</li> </ul>	<b>Approval Approval Approval Approval</b>
10.	Performance Reports – unable to access information due to Cyber Attack – reports will follow once servers are accessible for information	<b>Noting</b>
11.	Risk Register	<b>Noting</b>
12.	Chairs Items	<b>Noting</b>
13.	Chief Executives Items <ul style="list-style-type: none"> <li>• Governance Arrangements – AGM September 2020</li> <li>• 51 North Bridge Street – reoccupation planning</li> </ul>	<b>Noting</b>
14.	<u>Minutes of Committee Meetings</u> None	
15.	<u>Equality Impact Assessment</u> Consideration of any potential Equality Impact issues resulting from discussions during the meeting	
16.	<u>Risk Assessment</u>	

	Consideration of any potential risks resulting from discussions during the meeting	
17.	<u>Communications to Stakeholders</u> Consideration of any issues arising during discussions which need to be communicated to staff/stakeholders	
18.	<u>Notifiable Events</u> Consideration of any issues arising during discussions which need to be notified to Statutory/Strategic partners	
19.	<u>For Information</u> These items are circulated for information purposes only, and are not for discussion: None	
20.	<u>Date of Next Meeting:</u> Tuesday 30 June 2020	