

Single Member Cabinet Decision

**Executive  
Forward Plan  
Reference**

**E2204**

**Business Continuity Management Strategy**

<b>Decision maker/s</b>	Cllr Malcolm Hanney, Cabinet Member for Resources
<b>The Issue</b>	This decision presents the results of a review of the Council's Business Continuity Management and Disaster Recovery arrangements and replaces the existing Corporate Business Continuity and Emergency Plan
<b>Decision Date</b>	31 March 2011
<b>The decision</b>	The Cabinet Member agrees that  1.1 The attached Business Continuity Management Strategy and its appendices are approved.  1.2 Delegated authority is given to the Divisional Director (Risk & Assurance) to amend the strategy as required in relation to any subsequent changes to best practice or legislation with regard to Emergency Planning and Business Continuity.
<b>Rationale for decision</b>	Implementing a sound Business Continuity Plan enables resources to be prioritised in the time of a crisis and indirectly contributes to improving service planning on an ongoing basis. This contributes to creating a more resilient community and indirectly to the outcomes of the Community Strategy and Corporate Improvement Priorities.
<b>Financial and budget implications</b>	Whilst there are no direct financial implications from the Plan itself there are a large number of indirect impacts with regard to Business Continuity Plans within individual service areas as well as corporate disaster recovery arrangements. Resources for all these areas are however contained within existing budgets.
<b>Issues considered</b>	Customer Focus; Human Resources; Property; Equality; Human Rights; Corporate; Health & Safety; Impact on Staff
<b>Consultation undertaken</b>	Strategic and Divisional Directors and senior management teams during the review process
<b>How consultation was carried out</b>	Through formal and informal meetings and email
<b>Other options considered</b>	No other options, this is a refresh of an existing strategy

<b>Signatures of Decision Makers</b>	Malcolm Hanney
<b>Date of Signature</b>	31 <sup>st</sup> March 2011
<b>Subject to Call-in until 5 Working days have elapsed following publication of the decision</b>	