

1. MINUTE

The Committee approved the Minute of its meeting held on 17th March 2009. The Minute was thereafter signed by the Chair.

Matters arising were dealt with as follows: -

The Head of Finance advised the Committee that in relation to Minute Item 7, "Audit of Business Continuity Planning", progress had been made in that a desk top exercise had been completed, which had raised a number of issues and that it was intended to bring back to a future meeting of the committee a Business Continuity Management Policy statement.

The committee members then expressed concerns, in that the council did not appear to have a Business Continuity Management Policy at the moment. However the Chief Executive explained that much work had been completed across a number of council services and that work continued to be carried out and would form part of the overall policy.

The Chief Executive then stated that any Business Continuity Management Policy would need to be adjusted to take into consideration the move to the Civic Centre, and would need to grow and mature as time progressed.

Decision

1. Agreed that a report would be brought back to the September meeting of the Audit Committee demonstrating action against the twelve action points as outlined in the "Audit of Business Continuity Plan"; and
2. That a report outlining the full Business Continuity Management Policy would be submitted to the December meeting of the Audit Committee.