

Report to:	AUDIT COMMITTEE
Relevant Officer:	Tracy Greenhalgh, Head of Audit and Risk
Meeting	21 January 2021

BUSINESS CONTINUITY MANAGEMENT FRAMEWORK 2021-2025

1.0 Purpose of the report:

1.1 To consider the revised Business Continuity Framework for 2021-2025.

Once considered by the Audit Committee the Framework will be formally launched through the various risk management groups across the Council.

2.0 Recommendation(s):

2.1 To approve the Business Continuity Management Framework 2021-2025.

3.0 Reasons for recommendation(s):

3.1 To ensure effective business continuity across the Council.

3.2 Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.3 Is the recommendation in accordance with the Council's approved budget? Yes

4.0 Other alternative options to be considered:

4.1 None

5.0 Council priority:

5.1 Effective business continuity contributes to the achievement of all of the Council's priorities.

6.0 Background information

6.1 The revised Business Continuity Management Framework sets out the Council's approach to business continuity for the period of 2021-2025.

6.2 The Framework sets out how the Council will effectively manage business continuity across the organisation in order to meet the following objectives:

- To ensure that business disruptions are managed in a way that avoids or reduces their impact on the Council and stakeholders.
- Protect our employees, information and assets.
- Identify the Council's critical services.
- Ensure availability of resources to continue to deliver the critical services.
- Return to normal operations in a structured manner.

6.3 Does the information submitted include any exempt information? No

7.0 List of Appendices:

7.1 Appendix 9(a) – Business Continuity Management Framework 2021-2025

8.0 Financial considerations:

8.1 The aim of effective business continuity management is to ensure that a coordinated and effective approach is adopted in relation to all business continuity activities which helps minimise unforeseen financial risks.

9.0 Legal considerations:

9.1 It is a statutory duty of Blackpool Council to meet its obligations under the Civil Contingencies Act (2004). This Act places seven wide-ranging duties on the Council and specifically two in relation to business continuity which are to:

- Put in place business continuity management arrangements,
- Provide advice and assistance to businesses and voluntary organisations about business continuity management.

10.0 Risk management considerations:

10.1 Implementing the framework is a key tool in risk management and helps the Council effectively reduce risks in a considered and consistent manner.

11.0 Equalities considerations:

11.1 Business continuity management should consider risks in relation to equalities as part of the planning process.

12.0 Sustainability, climate change and environmental considerations:

12.1 Business continuity processes should consider risks in relation to sustainability, climate change and the environment as part of the planning process.

13.0 Internal/external consultation undertaken:

13.1 Consultation has been undertaken with the Corporate Risk Management Group and Good Governance Group. The Framework was also considered by the Corporate Leadership Team on 6 January 2021.

14.0 Background papers:

14.1 None