

Meeting Briefing – Discussion of GHDs, exercising the SAGE team and CoCM**Attendees:** Patrick Vallance, Chris Whitty, SAGE team**When:** 02 July 2019 8:30-9:30**Purpose:** 1. To discuss the review process of golden hour documents and the testing of the SAGE team
2. To update you on Continuity of Crisis Management.**Agenda**

<p>0830 – 0850 20mins</p>	<p>Golden Hour Documents</p> <p>a. Review</p> <p>The SAGE team will review these documents on an annual basis, focusing on the scientific content, key science questions and the key contacts, in order to maintain their accuracy and relevance.</p> <p>b. Proposed GHDs</p> <p>The suggested priorities for the next set of GHDs are: Pandemic flu, chemical attack on water supply, food supply contamination, biological substance release, and large toxic chemical release.</p> <p>Are there other areas that you would like us to prioritise?</p> <p>Future GHDs will be prioritised depending on the NSRA 2019 and what areas will require action within an hour.</p> <p>c. Distribution</p> <p>Currently the intended audience for these documents is GCSA, deputy GCSA and SAGE secretariat. However, some stakeholders have asked for these documents to be circulated more widely. There are some restrictions on what information can be shared more widely, for example GDPR restrictions mean that we would need to remove key contact details.</p> <p>Should the GHDs be distributed more widely within Government? Outside of SAGE activations, the Resilience team recommend sharing the GHDs with CSAs (those chairing SAGE and those with a departmental responsibility to the topic area) and key contacts listed in each GHD, alongside the current recipient list. Wider circulation is not recommended as the GHDs have a narrow audience and would require much more work to satisfy the needs of a wider audience.</p> <p>In the event of a SAGE meeting, the Resilience team propose sending out the relevant GHD to all SAGE participants, as part of the SAGE calling notice.</p> <p>Should we share the GHDs with key allies? For example, stakeholders such as Mona Nemer have asked to see versions of the GHDs, to support their development of similar products.</p> <p>The Resilience team recommend that we share a limited number of GHDs with them, to provide an example of format and content, but stripping back the key contacts (due to GDPR rules). We should also point them to publicly available content like GHDs (e.g. OSTP factsheets).</p>
<p>0850 – 0910, 20 mins</p>	<p>Exercising the SAGE team</p> <p>There was an agreement that Chris would be involved in more regular exercising of the SAGE team. We propose that one member of the team is in the know, to support Chris and can act as a facilitator/sense-checker of the scenario. The other members of the team could have 1-2 hours to prepare a brief for GCSA on the emergency.</p> <p>NR is happy to start the process by working with Chris and team to develop the first scenario.</p> <p>Are you content with this approach?</p>

0910 – 0920, 10 mins	CoCM – Patrick only See Slides
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