Go CAB

The Go CAB is a year-round Change Advisory Board which concentrates on Release Management i.e. the Go / No Go decision making processes for Changes which are ready to deploy.

To preserve the conceptual space to expand and enhance our Change Management practices beyond Release Management in future, we have chosen the name Go CAB.

Go CAB definition
The Go CAB will meet weekly, for one hour.

The Go CAB will consider the Release of Significant and Major Changes.

It will consider all Significant and Major Changes raised by noon on the day before the CAB meeting.

Go CAB will not consider Minor or Standard Changes. (See Type definitions)

Go CAB will provide an approachable forum, which will be supportive of Changes that have been brought in through the Change process.

In some cases, Releases may need to be deferred or refused.

Deferral or Rejection of Releases
Planned Releases may be deferred or rejected by the Go CAB, or ultimately the Change Manager, in the following circumstances:

- Where the requirements of the Release Policy have not been met
- at times where they may clash with other work, resource availability or business priorities,
- where the risks are understood to be unjustifiably high (including where testing not adequate)
- where disruption to the service caused by the implementation is out of proportion to the release, such as where communication to stakeholders has been inadequate.

CAB Composition
The Go CAB will consist of the following roles, which may be occupied by different representatives to account for Leave, Availability, etc.

- The Change Manager
- Representative speaking to each Release being considered
- Representatives for:
  - Service Desk (IS Helpline)
  - Business Relationship Management (Consultancy)
  - Application Support (IS Applications)
  - Infrastructure (ITI, Enterprise and CIS)
  - Learning and Teaching (LTW)
  - Library and User Collections
  - Information Security
- Standing Invitation to Service Owners (optional)