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Business Continuity Policy

Revision Schedule

Revision no.	Date	Details of change
Rev 1	June 2020	First Issue
Rev 2	June 2021	Annual Policy review – update to references to 'Morgan Sindall' and minor content update
Rev 3	August 2021	Update to Policy content
Rev 4	June 2022	Annual policy review – no content changes required
Rev 4a	June 2023	Annual policy review – no content changes required

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Corporate policy – Business Continuity

In addition to the Morgan Sindall Construction Business Continuity Plan, each business unit Managing Director and functional lead is responsible for developing and maintaining their respective Business Continuity Plan to ensure that critical activities can be completed.

All staff must be aware of business continuity plans and should be aware of their role and responsibilities.

The Business Unit Managing Directors will ensure that all staff who are assigned Business Continuity responsibilities are competent to perform the required tasks.

The Business Continuity Steering Group is responsible for ensuring that arrangements are put in place to test the effectiveness of their plans.

Business Continuity arrangements will be regularly audited.

Signed



Pat Boyle
Managing Director - Construction

June 2023

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1.0 Introduction

Morgan Sindall Construction is committed to protecting people, to develop people, improve the environment, work with the supply chain and enhance communities by doing so Morgan Sindall Construction aims to be the most sought-after and sustainable business in our industry enabling the creation of inspiring places that enhance the communities in which we all live, learn, work, play, care and protect.

The Morgan Sindall Construction Business Continuity policy enables the organisation to strive to meet all legal and regulatory requirements and continually improve business continuity so that our interested parties, including customers, supply chain partners and other stakeholders have an exceptional, uninterrupted, experience when engaging with our business.

It is the policy of Morgan Sindall Construction that appropriate and proportionate measures are put in place to plan and respond to incidents and significant periods of disruption, so that business continuity and our philosophy of Perfect Delivery are maintained.

When incidents occur, this will ensure that Morgan Sindall Construction has the ability to continue to undertake its critical activities at a pre-defined level, which will meet customer and partner service expectations and legal obligations.

2.0 Business Continuity Management Policy and scope

All the services provided by Morgan Sindall Construction to deliver our projects across the construction division are within scope; this includes necessary construction support services. Support services delivered by other Group companies are excluded from scope as they are subject to alternative management systems.

3.0 Aims and Objectives

When dealing with any Business Continuity Management related incident or crisis, the focus will be on the following objectives:

- Safeguarding our business, our people and the environments in which we work
- Avoiding or mitigating collateral damage or catastrophic impact to our people and assets
- Complying with legislative, regulatory or contractual obligations
- Protecting the reputation of our business and stakeholders
- Adding value for our customers by ensuring their confidence in our business planning
- Continuing critical activities.
- To implement corrective measures to minimise the impact to the Morgan Sindall Group plc and our stakeholders
- To maintain proper and effective internal and external communications
- To return the business to a normal state as quickly as possible
- Establishing a Business Continuity Steering Group.

4.0 Methodology

To achieve the overarching Business Continuity Strategy, the following high level methodology will be deployed:

- A comprehensive Business Continuity management response process and arrangements therein, will be established and maintained
- Critical activities which enable these services and functions will be identified and their supporting resource established

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- A Business Impact Analysis and Risk Assessment will be undertaken
- Risk Mitigation Strategies will be selected and applied to reduce the likelihood, severity and duration of a disruption
- Business Continuity Plans will be produced to enable staff to continue key services and activities at an acceptable pre-defined level
- The plans will be communicated to staff and the necessary staff training undertaken
- The plans and arrangements will be regularly tested
- A management review of the Business Continuity management response process and arrangements therein, will be undertaken annually to enable continuous improvement
- The policy and arrangements will be integrated into our risk management arrangements.

5.0 Benefits

The policy provides a clear management commitment to establishing a Business Continuity Management System within Morgan Sindall Construction, which will enable the organisation to:

- Continue to provide key services to our customers in times of disruption
- Reduce the period of disruption, both for the organisation and our customers
- Resume business as usual following a disruption
- Comply with the standards of corporate governance
- Maintain collaborative relationships with our customers
- Reduce the operational and financial impact of any disruption.

6.0 Responsibilities

Board Sponsor

The Finance Director is accountable for the Morgan Sindall Construction Business Continuity policy and the implementation and maintenance of the Morgan Sindall Construction Business Continuity Management System.

Policy Ownership and Management

This policy is owned by the Business Continuity Steering Group. The Morgan Sindall Construction Business Continuity Steering Group will:

- Ensure the effectiveness of the Business Continuity Management System
- Monitor standards and compliance against this policy and in alignment with ISO 22301
- Consider interfaces with other standards including ISO 44001 and our collaborative business relationships
- Ensure that effective testing and review of the Business Continuity Management System is carried out
- Any Business Continuity arrangements will take into account specific Morgan Sindall Group plc requirements.