



Gangmasters &  
Labour Abuse Authority

# GLAA54/20 Business Continuity Plan

19 July 2017

# **Board Paper Reference – GLAA54/20**

## **Business Continuity Plan**

### **1. Purpose of the Report**

- 1.1 To provide an updated Business Continuity Plan (BCP) for Board review.

### **2. Recommendation**

- 2.1 The Board to note the Business Continuity Policy and Plan which was recently reviewed by the Audit and risk Committee.

### **3. Reasons for Recommendation**

- 3.1 Following the incident last summer when a taxi hit the building, the GLAA has reviewed and updated its BCP. As the GLAA is going through a period of significant change the BCP is still in development.
- 3.2 The GLAA has also developed a Business Continuity Policy to ensure that there is a robust framework in place to support the plan.

### **4. Summary of Key Points**

- 4.1 The BCP is still in development due to the fact that the GLAA will be moving to a new IT system and taking up new accommodation at Apex Court. The Senior IT Manager will be working with Home Office colleagues to develop a model for support if the IT systems are unavailable.
- 4.2 The GLAA has also taken account of the increased number of staff that are now part of the organisation and the impact this will have should a similar incident occur. A key area which the GLAA is working on is the communications system and the use of electronic systems for disseminating information more efficiently. Previously, the GLAA relied on a cascade approach but with an increased number of staff this is impractical.
- 4.3 The GLAA will be test the BCP over the coming months to identify areas for further review and update.

### **5. Financial Implications and Budget Provision**

- 5.1 Some additional equipment may be required to improve resilience in relation to future disaster recovery.

### **6. Organisational Risks**

- 6.1 There is a risk that if the GLA does not have a robust business continuity plan that the organisation will not be able to carry out its statutory functions should an incident occur.

## **7. Policy Implications and Links to Strategic Priorities**

- 7.1 The GLA needs to meet its strategic objectives which requires the business to operate effectively.

## **8. Details of Consultation/EQIA**

- 8.1 All teams have been involved in the development of the plan.

## **9. Background Papers and Relevant Published Documents**

- 9.1 GLA50/21i) Report on Incident – 8 June 2016

**Report Author: Nicola Ray**

**Senior Responsible Officer: Paul Broadbent**