

3 April 2023

Balfour Beatty plc
5 Churchill Place
Canary Wharf
London
E14 5HU

www.balfourbeatty.com

Dear Beneficial Shareholder

Balfour Beatty plc Annual Report and Accounts for the Year Ended 31 December 2022 (Annual Report)

I am pleased to enclose your copy of the Company's most recent Annual Report as a person nominated by the registered holder of your Balfour Beatty shares to enjoy 'information rights' in accordance with Section 146 of the Companies Act 2006.

We are continually reviewing our practices to ensure that we operate as effectively and efficiently as possible and communications with all of our shareholders are very important. Nevertheless, the cost of postage and printing is considerable (especially for large documents like our Annual Report). Every pound spent here is money which is not available for reinvestment in the business or for the dividend.

As a result, I would encourage you, if possible, to consider accessing shareholder documentation electronically in the future to save paper and postage, which helps the Company reduce its environmental impact and costs. These objectives are consistent with the goals of the Company's Build to Last strategy.

You will find copies of all important shareholder literature (including our Annual Report) on Balfour Beatty's website at www.balfourbeatty.com.

Please note that Balfour Beatty's website also allows you to register to receive free news alerts about Balfour Beatty direct by email by visiting www.balfourbeatty.com/services/email-updates/.

Yours faithfully

Tracey Wood
Group General Counsel and Company Secretary