

# St Paul Malmesbury Without Parish Council

Report: #04.2

## Notes on the Council's Insurance Policy

### 1. Purpose of the report

- 1.1 To review the Council's insurance arrangements in order for members to decide whether they meet the current needs of the Council. The policy is to be renewed on 1/6/22 and the premium is £698.44. Last year it was £633.12. The scheme underwriter is Aviva Insurance Ltd.

### 2. Description of the Policy

- 2.1 The policy has certain mandatory covers. These are employers' liability, public liability, money, fidelity guarantee, officials' indemnity, libel and slander, and legal expenses. As they are mandatory the issues covered are standard for all local authorities and the sum insured looks quite satisfactory for a Council of our size. Excesses are applied at varying amounts.

### 3. Other provisions of the Policy

There are one or two items we should note in relation to these mandatory covers and there are certain optional covers both of which are described below.

#### 3.1 Fidelity Guarantee

The Council is required to a) delete an employee's password when he leaves our employment and b) make BHIB (the insurance agent) aware of any additional wording in the last external audit report. These have been done.

#### 3.2 Property Damage

Contents	£27,500 (declared value)	£33,000 (sum insured)
Street Furniture	£60,000	£72,000
Gates and Fences	£30,000	£36,000
Playground Equipment	£75,000	£90,000
War Memorials	£40,000	£48,000
Ground Surfaces	£2,831	£3,397
Mowers & Machinery	£5,000	£6,000
Sports Equipment	£15,000	£18,000

The removal of cover for mowers and machinery and sports equipment would not affect the premium.

#### 3.3 Personal Accident

Operative time of cover – whilst carrying out official duties

##### Scale of Compensation - Ages 16 to 75

1. Death	£100,000
2. Loss of Limb(s), Loss of Hearing/Sight/Speech	£100,000
3. Permanent Total Disablement	£100,000
4. Temporary Total Disablement	£200 per week
5. Temporary Partial Disablement	£100 per week
Excess period for items 4 & 5	14 days

Maximum Benefit Period for items 4 & 5 104 weeks

In respect of any Insured Person who at the commencement of the current Period of Insurance is between the ages of 76 and 85 years the amounts stated in Items 1 and 2 of the Scale of Compensation are each reduced to £10,000.

As Employers' Liability (EL) insurance is compulsory, we have declared the Council's Employer Reference Number (ERN) to the insurers. EL insurance enables employers to meet the cost of compensation should an employee suffer illness or injury related to the work they do, whether this occurs on or off-site.

#### 3.4 Declaration

We are required to declare that inter alia:

a) No Councillor or Clerk has been subject to a County Court Judgement or had insurance refused or cancelled, or has been declared bankrupt, or has been convicted of a criminal offence or prosecuted under Health and Safety or Environmental Protection legislation.

#### 3.5 Data Protection

Unless the Council is registered with the Information Commissioner it is not covered for breaches of the terms of the relevant legislation.

#### 4. Financial implications

The cost of failure to have sufficient cover or from failure to carry out the conditions of the policy may be serious.

#### 5. Recommendation

Council should consider whether there are other risks that it runs for which it should be insured. If no additions are proposed the Council resolves to accept the renewal on the terms outlined above. The Council resolves to consider the adequacy of our insurance cover at least annually.