

## Policy & Resources Committee

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<b>Date:</b>	<b>9 April 2019</b>
<b>Title:</b>	<b>Insurance Contract</b>
<b>Purpose of the Report:</b>	<b>To agree the appointment of a provider for the next three years</b>
<b>Contact Officer:</b>	<b>Karen Slater, Office Administration Manager</b>

### Background

1. The current three year insurance contract is held with WPS and will expire on 30 May 2019. As the council needs to ensure that its insurance contract is the most competitive service from a reputable provider and taking into account that there is minimal claims history in last 3 years we approached three insurance companies to do a tender exercise.
2. The Insurance Strategy was agreed at the Policy & Resources Committee Meeting on 31 October 2017 which sets out the guidelines that the Council should follow in regard to its insurance requirements. A contract pack containing the Strategy and all other necessary documentation was sent to three companies at the End February. All 3 companies submitted their proposals together with references from other councils they currently use.

ASSET / COVER	
Town Hall	As Specified
Museum	As Specified
SRRG Changing Rooms	As Specified
Depot	As Specified
Employer's Liability	£10,000,000
Public Liability	£10,000,000
Libel and Slander	£100,000
Products Liability	£10,000,000
Management Liability	£250,000
Employee Dishonesty	£2,000,000
Hirers Liability	£2,000,000
Motor Insurance & Legal Expenses	Comprehensive
Street Furniture – First Loss Cover	As Specified
Play Area Equipment & Surfaces – First Loss Cover	As Specified
Civic Regalia	As Specified
Personal Computers & Hand held Devices	As Specified
Mobile Telephone & Communication Equipment	As Specified
Garden machinery, tools and equipment	As Specified
Money & Assault	£250,000
Glass	As Specified
Legal Expenses	£100,000
Business Interruption	24 months
Fidelity Guarantee	£2,000,000
Personal Accident & Business Travel (24 hour)	£20,000

## Risk Assessment

3. Incorrect or inadequate insurance cover would leave the Council exposed and liable to risk. The correct level of insurance ensures protection of the Council's physical assets and liabilities. To mitigate its risk the Council undertakes an annual inventory of all assets and reviews its insurance provider every three years to ensure the correct assessment and management of risk is in place and all legal and financial requirements are met.

## Resource Appraisal

Cost	Commercial Combined	Motor	Total
<b>Current Contract (Expires 30/5/19)</b>	10,237.00	2,419.00	<b>12,656.00</b>
<b>Company A</b>	8,841.85	2,273.19	<b>11,115.04</b>
<b>Company B</b>	9,425.69	Included	<b>9,425.69</b>
<b>Company C</b>	6,363.68	2,740.24	<b>9,103.92</b>

\*\*These prices are subject to there being no change to risk/deterioration in claims experience prior to renewal date

4. All companies have a good reputation with supporting references relating to our sector.
5. The Officer recommendation is to enter into a new three year contract with Company C taking into account that all quotations are based on like for like specification. The annual saving will be £3552.08 which equates to a saving of over £10k during the next 3 years.

**Legal Powers:** Local Government Act 1972 s 111

### Recommendation that:

- i) ***Company C be appointed as the insurance provider for the next three years.***