

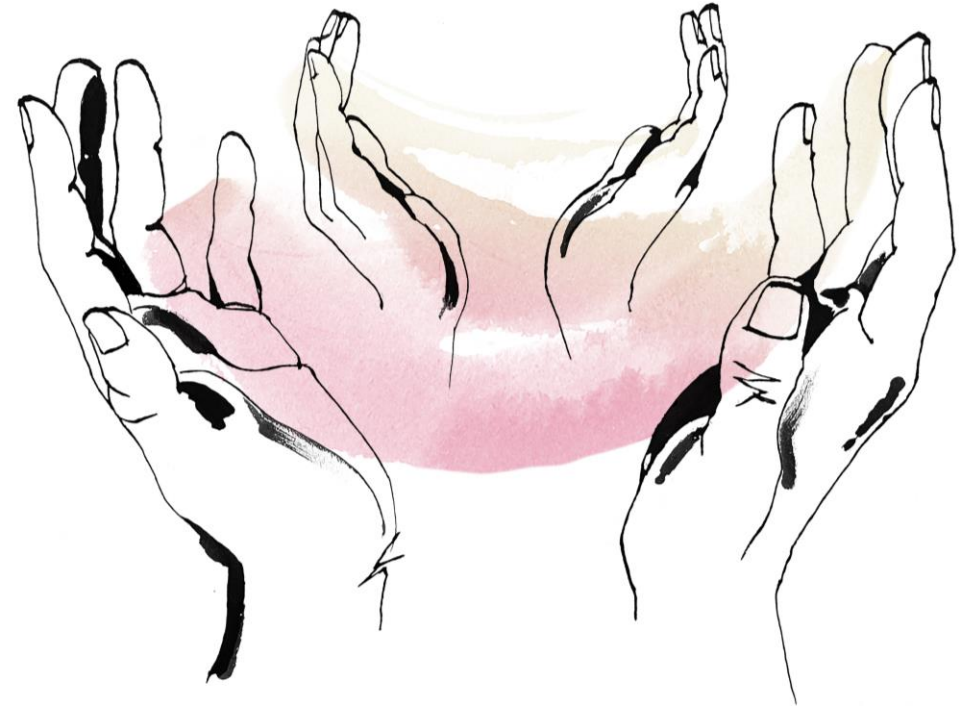
Keegan & Pennykid.
Insurance Brokers.

Heart of the Community Village Halls Conference

May 01st 2024.



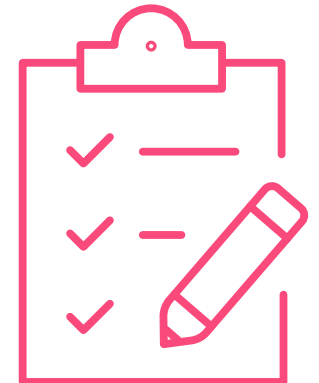
Encompass
Insurance
Guide



Key Covers Required

The range of cover considerations shall range vastly but should include:

- Asset Protection
- Business Interruption
- Duty of Care to others
- Risk Assessments & Risk Management
- Management Liability (Directors & Officers Liability)
- Cyber Risks



Asset Protection

- Any buildings should be Insured for their full reinstatement value
- Contents should be divided into appropriate categories & also insured for their full replacement cost as new
- Additional cover needs to be arranged for any property/equipment used away from the premises
- Do you lend items to others?
- Do you allow others to leave their equipment in your premises?



Business Interruption

Purpose is to respond to reduction in profit/income/revenue *following* loss or damage to physical assets

- Insurance solutions
- Likely duration of any interruption
- Impact on the finances of the organisation
- Disaster Recovery Planning
- Availability of alternative facilities



Business Interruption

Historical events (no names) and quotes from the time:

With the news that the repair work could take until the beginning of next year to be completed, all scheduled functions have been cancelled, while the centre's nearly new shop - in an area of the facility which was unaffected - will reopen in a week or two.

During this reporting period, there was one fire fatality. This was a 62-year-old male who had been helping renovate the old village hall. The cause of the fire continues to be subject to investigation.

"I spotted some youngsters in the car park and wondered why they were there as there wasn't anything happening at the hall.

"There were five altogether including one female. They definitely scarpered when I saw them and disappeared into the woods.

"I saw that one of the four wheelie bins was on fire, it was only tiny at this point though but it escalated very quickly.

"I went to dial 999 and couldn't believe how big the fire got, the bins were so near the garage and the side was set alight.



Duty of Care - Employers' Liability

- Required by law with penalties for not having cover in place when you should
- Volunteers who actively perform tasks should be considered as unpaid employees
- £5,000,000 is the legal minimum indemnity limit though Insurers provide, as standard, a £10,000,000 indemnity limit on an any one claim basis



Duty of Care - Public Liability

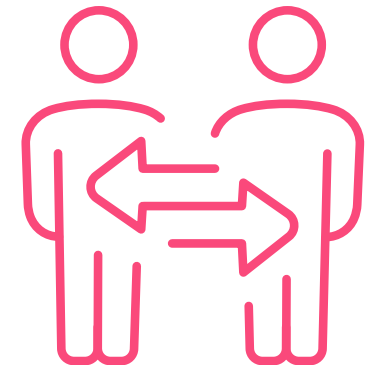
- Essential for all organisations
- Important to select an appropriate Limit of Indemnity - What is that and how does it operate?
- Events/hazardous activities
- Storage use by third parties



Duty of Care - Products Liability

The 1986 Consumer Protection Act makes the supplier responsible for any goods sold or supplied by them.

- Do you run your own coffee mornings or similar events?
- What controls are in place for the safe provision of food and drink?
- The “Audit Trail” what is it and why is it so important?
- Usually has the same indemnity limit that applies to Public Liability although this operates on an aggregate basis per policy term.



Risk Management

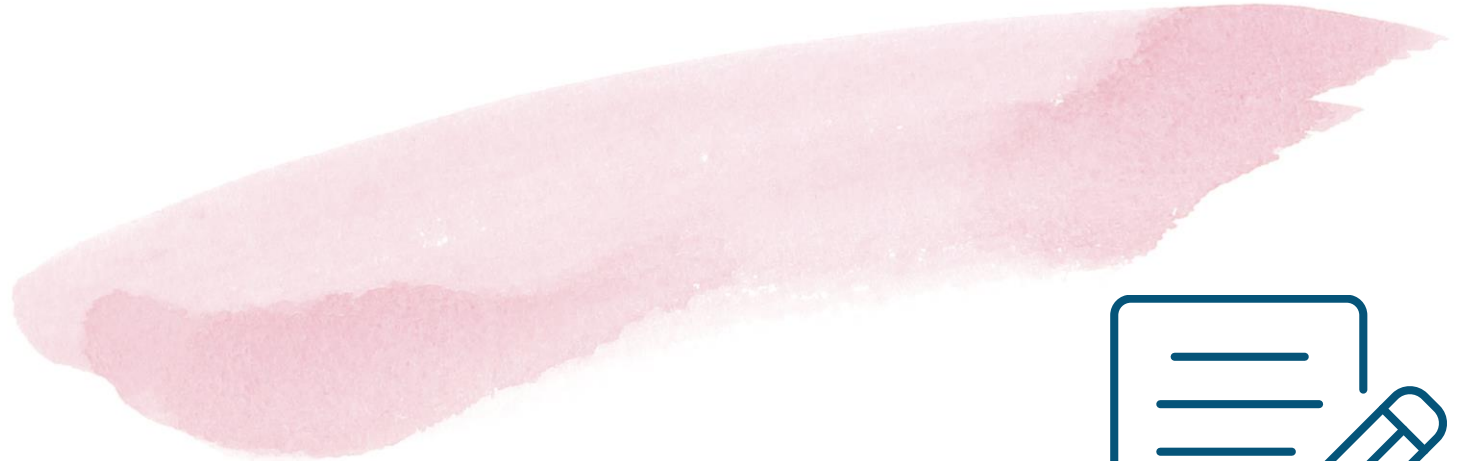
- Insurance should not be considered as a substitute for good practise
- The best run organisations are likely to have the fewest claims and pay more competitive premiums as a result



Policies & Procedures

You should have:

- Complaints policy
- Health & Safety Policy & Procedures
- Disciplinary & Grievance policies
- Business Continuity Plan?



Management Liability Insurance

- Covers the Organisation, its Trustees, Management Committee or Board of Directors
- The policy does NOT cover deliberate wrongdoing, nor failure to insure
- The Indemnity Limit should be selected in appropriate to the size of the organisation and the Income & Assets under its control



Management Liability Insurance

Directors of Limited Companies CAN be held personally liable for their actions

- This is quite separate from the financial liability which is limited by the “Company” status
- It should also cover Executive Officers and staff/volunteers who may be implicated in carrying out the instructions of Directors or Trustees



So, now you know



Village and community halls handbook



[Village and community halls handbook - SCVO](#)

Arranging the Insurance

- Unless your broker/Insurer has a clear understanding of what you do and how you do it you are NOT likely to get the right cover.
- If you don't understand any clauses or cover terms, do query them until you get a satisfactory answer – preferably in writing.



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Risk Management



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