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Protecting Your Assets

As brokers we advise our clients to review their sums insured on a regular basis to ensure that they do not fall foul of the average clause which applies to most insurance policies.

Most insurers index link buildings and contents sums insured at each renewal. Whilst this goes some way to alleviating the effects of inflation, it does not negate the need for you to regularly have buildings professionally valued and review contents and machinery sums insured to ensure that cover is adequate.

The index linking applied by insurers certainly does not compensate for the soaring price of diamonds, gold (which figures suggest has increased in value by 500% in the past decade) and other precious metals, it is therefore more important than ever to obtain up-to-date valuations for such items.

The soaring value of metal is also having other implications on insurance as metal theft in the form of lead from roofs, copper from air-conditioning units and catalytic converters becomes more prevalent. In addition to the loss as a result of the theft, such incidents can also result in considerable damage to the premises and may not be insured. There are some cheap and easy risk management precautions you can implement such as:

- Applying anti-climb paint to down pipes.
- Mark 'at risk' material with a forensic property such as Smart Water.
- Ensure that external storage does not provide an easy means of access.
- Review general site security including adequacy of external lighting.

Contact us on **0113 250 6614** for further advice on risk management.



Message from the Directors



Ric Marshall
Financial Services
Managing Director

The year end brings an opportunity to reflect on the past year and on those who have helped to shape our business in a most significant way. There is no time more fitting to say "Thank You" and to wish you a Happy Holiday Season and a New Year of health, happiness and prosperity.



James Hall
General Insurance
Managing Director



COLD WEATHER PRECAUTIONS

In December 2010 we saw record temperatures (down to around -20°C in some areas) these conditions caused widespread damage resulting in considerable monetary losses to businesses in the form of property damage and resultant interruption to the business. Hopefully we will not see a repeat of last winter but it is wise to take the following precautions during cold weather;

- ❄ Know where your stop cock is.
- ❄ Produce a list of approved contractors such as plumbers and electricians with emergency contact numbers.
- ❄ Ensure that all areas of your premises which have a sprinkler system or carry domestic water pipes are heated to at least 5°C and pipes are lagged where appropriate.
- ❄ If premises are vacated for a period of 7 days or more it is wise to drain water systems if possible.
- ❄ Roof structures, coverings and flashings should be checked to ensure that they are in good order.
- ❄ Gutters and drains should be cleared to ensure that they are fully operational.
- ❄ Suitable fixed heating should be in place. Portable heaters can cause a fire hazard and may be unacceptable to insurers.

Property damage is only half the story. In order to avoid Public or Employers Liability claims, it is also necessary to:

- ❄ Have risk assessments in place.
- ❄ Ensure that paths and car parks are gritted.
- ❄ Install mats and ensure floors are mopped dry where people walk snow into the premises.
- ❄ Have warning signs displayed, warning of slip hazards both internally and externally.

Insurance companies apply additional conditions where properties are unoccupied, particularly during winter months. It is important to ensure that you are familiar with these conditions and comply.

ELTO



The Employers Liability Tracing Office has been established by the insurance industry to help those who have suffered injury or disease in the work place trace the relevant Employers Liability insurer. Insurers must now record the full title of all insured entities and the Employer Reference Number (ERN) (commonly referred to as the 'Employer PAYE Reference' number) of each individual entity.

In order to comply with the requirements you can email a list of your group of companies confirming how they relate to one another and the ERN/PAYE reference for each to elto@marswool.com.

**Please call our office on:
0113 250 6614 or
elto@marswool.com**

REDUCING FLEET PREMIUMS

Numerous recent press articles have focused on the rate at which motor premiums are increasing. We have put together some useful tips to help you control (and potentially reduce) costs, keep your drivers safe and keep your company free from prosecution.

All businesses (no matter how small) are legally obliged to have a Health & Safety policy and suitable risk assessments. One area that businesses frequently forget is work related road safety. According to the Health & Safety Executive, it is estimated that up to a third of all road traffic accidents involve somebody who is at work and this may account for over **20 fatalities and 250 serious injuries every week**.

Health & Safety Law applies to all work activities, including on-the-road work activities. In addition to ensuring that you comply with your legal duties, well managed road risks also provides the following benefits:

- ⬇ Reduced insurance premiums.
- ⬇ Reduced running costs due to improved driving standards.
- ⬇ Less chance of losing customer goodwill.
- ⬇ Reduced down time due to vehicle repair.

In order to manage road risks effectively, as a minimum, you should:

- ⬇ Supply a driver handbook.
- ⬇ Annually obtain a copy of each drivers licence and completed driver declaration from all drivers.
- ⬇ Ensure all drivers have regular eyesight tests.
- ⬇ Investigate all motor accidents.
- ⬇ Carry out suitable risk assessments.

These requirements apply to anyone who drives a company vehicle or uses their own vehicle for business journeys.

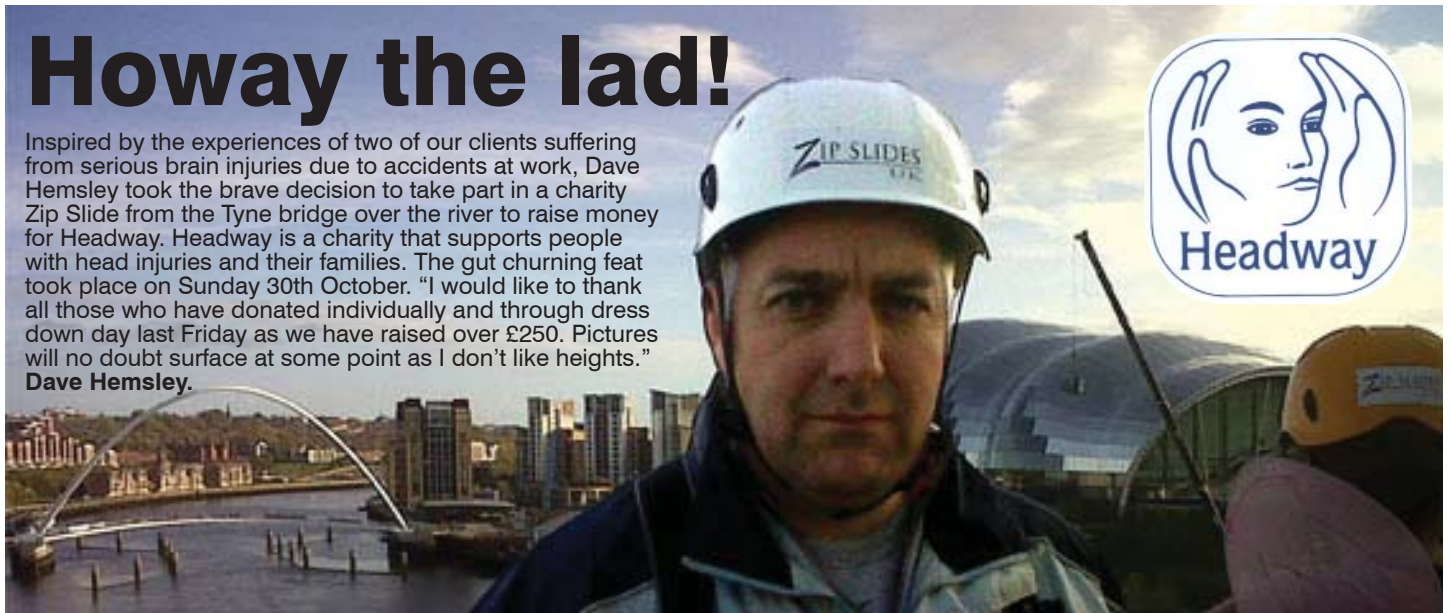
For assistance or advice please call us on 0113 250 6614



Howay the lad!

Inspired by the experiences of two of our clients suffering from serious brain injuries due to accidents at work, Dave Hemsley took the brave decision to take part in a charity Zip Slide from the Tyne bridge over the river to raise money for Headway. Headway is a charity that supports people with head injuries and their families. The gut churning feat took place on Sunday 30th October. "I would like to thank all those who have donated individually and through dress down day last Friday as we have raised over £250. Pictures will no doubt surface at some point as I don't like heights."

Dave Hemsley.



MW Supporting the Community

Marshall Wooldridge employees give considerable time and money to support local charities. In addition to Dave Hemsley's death defying zip wire feat, the past twelve months has seen Marshall Wooldridge staff undertake the Great North Run, collect money in lieu of Christmas cards and take part in dress down days. In each case money was raised and presented to the charity.

Our links with the insurance industry and local business have proved to be valuable in providing support to Ripon Community Link in the form of charitable donations and volunteer workers. Marshall Wooldridge employee, Julia Wilding, gives up her spare time to act as a trustee for Ripon Community Link and The Walled Garden project. Ripon Community Link is a leading provider of innovative support services for people with learning disabilities. The Link provides members with involvement in meaningful community activities with an emphasis on education, work and leisure.

The Walled Garden Project is situated in the walled kitchen garden of the former Bishop of Ripon's Palace. It provides horticultural training for adults with learning disabilities and has close links with the local community. The Garden Centre supplies plants throughout the year, seasonal fruit and vegetables, logs and kindling, Christmas trees and wreaths. Members of The Walled Garden Project undertake garden maintenance within the local community, including regular maintenance and major one off projects.

The photograph shows Julia Wilding putting together a veg box with some of the members.

