

Peel, Jack

From: Stevenson, Emma <Emma.Stevenson@marsh.com>
Sent: 07 June 2012 14:17
To: Peel, Jack
Cc: McLaverty, Karen
Subject: RE: NIA Public Liability Insurance Policy Schedule 2012/13
Attachments: e-version-21605258-policy doc-2012-16 04 2012-v1.pdf; ATT00001.txt

Jack,

Further to your email yesterday, please find attached the Liability policy documentation for the period of insurance ended 31.3.13, which has been checked on your behalf and found to be correct.

As always, you should read carefully through the insurance documentation and satisfy yourself that it sets out the cover you require. If the information noted in the insurance documents or given to Insurers is no longer correct or complete, or there have been any relevant changes in your circumstances, you should give us details immediately.

Kind regards
Emma

Emma Stevenson Dip CII, Client Adviser

Marsh

Bedford House, Bedford Street, Belfast, BT2 7DX

Tel 028 9055 6171 | Fax 028 9055 6166 | emma.stevenson@marsh.com

www.marsh.com | Marsh Ltd

From: Peel, Jack [<mailto:Jack.Peel@niassembly.gov.uk>]
Sent: 06 June 2012 10:58
To: Stevenson, Emma
Cc: McLaverty, Karen
Subject: NIA Public Liability Insurance Policy Schedule 2012/13

Hi Emma

Would you be able to send me a copy of a policy schedule in relation to our Public Liability Insurance policy for 2012/13?

Many Thanks

Jack



Jack Peel: Deputy Head of Finance | Northern Ireland Assembly | Room 401 Parliament Buildings | Ballymiscaw | Stormont | Belfast
contact: jack.peel@niassembly.gov.uk |
tel: 02890 41 8325

This email is strictly confidential. It may be privileged. It is intended for use only by the intended addressee.

If you have received it in error, we would be grateful if you would tell the sender, and then permanently delete it. If

you are not the intended addressee, then any copying, distributing, disclosing of, or relying on the information in the email is prohibited.

Opinions or facts expressed in this email are not necessarily those of the Northern Ireland Assembly or the Northern Ireland Assembly Commission.

This email has been checked for viruses, but the Northern Ireland Assembly Commission disclaims any liability for damage caused by any virus transmitted by it. The Commission may monitor any email on its system.

McClintock, Paula

From: Peel, Jack
Sent: 04 October 2011 09:38
To: 'michael.j.gray@marsh.com'
Subject: NI Assembly Libel Issue -STRICTLY PRIVATE & CONFIDENTIAL
Importance: High
Attachments: Paul Givan Letter 2.pdf; Paul Givan Letter 1.pdf

Hi Michael

Further to our earlier conversation, I attach a copy of the correspondence received by Mr. Gi van from Baroness O'Loan. I also include below a copy of an e-mail from Karen McLaverty -- the highlighted line would seem to suggest that it is our Public Liability Insurance under which we may be covered rather than our Employers' Liability as I had earlier suggested.

Would you be able to check whether or not we would be covered and get back to me this morning? Also if we our covered could you let me know what information we should provide for our insurers?

It may be of importance to note in the interview in question, the caption introducing Mr. Gi van was "Paul Gi van MLA -- Chairman of the Justice Committee".

Many Thanks for your assistance -- if you have any queries please give me a call on 02890 418328.

Kind Regards

Jack



Jack Peel: Deputy Head of Finance | Northern Ireland Assembly | Room 401 Parliament Buildings | Ballymiscaw | Stormont | Belfast
 contact: jack.peel@niassembly.gov.uk |
 tel: 02890 41 8328

From: McLaverty, Karen [mailto:Karen.Mclaverty@marsh.com]
Sent: 24 May 2011 17:46
To: McClintock, Paula; Peel, Jack
Cc: Douglas, Brian X
Subject: RE: Ref "Defamation"

Hi Paula,

Having looked at the policy wording, I would advise as follows:-

There is no libel / slander / defamation cover if an employee of the NIA or NIA Commission (NIAC) alleges another employee of the NIA or NIAC has libelled or slandered them.

There is no libel / slander / defamation cover in respect of remarks / articles made by a third party (not an employee of NIA or NIAC) against an employee of NIA / NIAC

There is cover however in respect of libel / slander / defamation if an employee of the NIA / NIAC makes defamatory remarks / articles etc in respect of a third party who is not an employee of NIA nor NIAC.

I am meeting up with Jack on Thursday if any further clarification is required and we can go through examples of what would be covered.

Many thanks

12/10/2011



**Northern Ireland
Assembly**

Our Ref: **NIA-CON-093-2010**

Please quote this number in all correspondence

Ms Karen McLavery
Vice President
Marsh Ltd
Bedford House
Bedford Street
Belfast
BT2 7DX

Procurement Office
Parliament Buildings
Ballymiscaw
Stormont
Belfast
BT4 3XX

Telephone: 028 9052 4306

Sent via e-sourcingni portal

28th March 2011

Dear Ms McLavery

Insurance Broking and Risk Management Services

Further to my letter of 16th March 2011, I am pleased to confirm on behalf of the Northern Ireland Assembly Commission that the standstill period has now ended and your offer to provide the above services has been accepted.

The contract is awarded on the basis of our specification, your tender, subsequent clarifications and our terms and conditions of contract attached to the message sent to you with this letter. The contract will commence immediately and will terminate on 27th March 2014. Please ensure that the Contract Reference Number printed above is used in all communications with us including all invoices.

The Assembly's contract manager will be Mr Jack Peel, Deputy Head of Finance. An implementation meeting will be arranged with you to discuss early implementation of all services. Jack will contact you to arrange this meeting. I would like to wish you and all at Marsh Ltd every success during the lifetime of this new contract and we very much look forward to working with you. If you require any further information or clarification, please contact me. Please acknowledge receipt of this letter.

Yours sincerely

**John Gibson MCIPS
Head of Procurement**



**Northern Ireland
Assembly**

Our Ref: **NIA-CON-093-2010**

Please quote this number in all correspondence

Mrs Karen McLavery
Vice President
Marsh Ltd
Bedford House
Bedford Street
Belfast
BT2 7DX

Procurement Office
Parliament Buildings
Ballymiscaw
Stormont
Belfast
BT4 3XX

Tel:028 9052 4306

Sent via e-sourcingni portal

16th March 2011

Dear Mrs McLaverty

Insurance Broking and Risk Management Services

I refer to your tender submission dated 26th February 2011 in respect of the above named contract. The Northern Ireland Assembly Commission is pleased to advise you that it intends to award Marsh Ltd the above contract.

However, we are obliged by Regulation 32 of the Public Contracts Regulations 2006, to start a standstill period of at least 10 calendar days from the issue of this letter during which we must not enter into a contract with you. The standstill period will start on 17th March 2011 and end at midnight on 28th March 2011. We will not enter into a contract with you before Tuesday 29th March 2011.

We are automatically obliged to refrain from entering into the contract if proceedings are brought in respect of the award decision. In the event of any disruption to the award procedure during the standstill period we will notify you promptly. If there is no disruption we shall contact you at the end of the standstill period to arrange the commencement of a contract based on our invitation to tender on 27th January 2011, the specification, your tender response submitted on 26th February 2011 and any subsequent clarification.

As indicated in the tender documents, the evaluation of tenders was conducted against the criteria and weightings detailed in the Instruction to Tenderers. Appendix A details your score and weighted score against each of the criteria. Your tender achieved a score of 86.27%.

Yours sincerely

John Gibson
Head of Procurement

OJ/S: 2010/ S237-362302

Contract Reference: NIA-CON-093-2010

Name of Tenderer: Marsh Ltd

Contract Name: Insurance Broking and Risk Management Services

The purpose of this document is to provide service providers with details of how their proposal was evaluated and scored. The award criteria and marking scheme are provided to help put into context the scoring and rationale detailed.

Qualitative Evaluation – 40%

Award Criteria	Score	Weighted Score
Insurance Broking Methodology (20%)	5	20%
Risk Management Methodology (10%)	4	8%
Procurement (10%)	5	10%

Quantitive Evaluation- 60%

Evaluation Area	Weighted Score
Cost	48.27%

Overall Score Awarded

	Marsh Ltd
Qualitative (40%)	38%
Quantitative (60%)	48.27%
Total Score (100%)	86.27%

From: Peel, Jack
Sent: 17 April 2013 15:13
To: Caul, Tara
Cc: Stewart, Richard
Subject: Assembly Libel & Slander Insurance Cover

Tara

The Assembly has an extension to its Combined Employer's and Public Liability Insurance Policy to cover Libel and Slander made by employees of the Assembly (the insurers have since clarified that "employees" is deemed to include Assembly Members". The extension was added in 2010/11 and the Assembly was advised that it was added at no additional cost to the Assembly.

I have attached a copy of the 2012/13 Policy document, the Libel & Slander extension is included at Endorsement # 3 - page 41.

If you need anything further please let me know.

Kind Regards

Jack



JACK PEEL

Deputy Head of Finance
Finance Office

work: 02890 418 328
email: jack.peel@niassembly.gov.uk

Room 401
Parliament Buildings
Ballymiscaw
Stormont
Belfast
BT4 3XX

From: Morwood, Rosemary
Sent: 22 April 2013 17:01
To: Stewart, Richard; Widdis, Hugh; Logue, Tony
Subject: Letter to Caitriona Ruane - Liability Insurance

Dear All

Please see attached for your information and records.

Kind Regards

Rose



ROSE MORWOOD

Personal Secretary

to Clerk to the Assembly/Director General

work: 028 905 21475

email: rosemary.morwood@niassembly.gov.uk

Room 24
Parliament Buildings
Ballymiscaw
Stormont
Belfast
BT4 3XX



Clerk to the Assembly/Director General
Parliament Buildings, Ballymiscaw, Stormont

Belfast BT4 3XX

Tel: +44 (0)28 9052 1199

Fax: +44 (0)28 9052 1960

email: clerk@assembly.gov.uk

Caitriona Ruane MLA
Sinn Fein Party
Room 37 Parliament Buildings
Ballymiscaw
Stormont
Belfast
BT4 3XX

22 April 2013

Dear Caitriona

Liability Insurance

Further to your meeting with the Speaker this morning, I attach a copy of the Assembly Commission's Employer's and Public Liability Insurance.

In respect of the recent case against Mr Paul Givan MLA, the member approached the Director of Legal and Governance Services (in or around September 2011) to explore whether legal services would be provided to him in relation to responding to a letter of claim received by him. Mr Widdis explained that the Commission's Legal Services are not provided to individual Members, but that he was aware that an insurance policy held by the Commission provided some cover in respect of defamation. He therefore referred Mr Givan to the Finance Office, because it deals with insurance matters. The matter was passed to the Assembly Commission's Insurers and from that point on the matter was handled by the Insurers.

An update paper will be provided for the Commission's meeting to be held on 1 May 2013.

I am happy to meet and discuss the matter further, or provide any further information which you may require.

Kind regards.

Yours sincerely

A handwritten signature in black ink, appearing to read "Trevor Reaney".

TREVOR REANEY

Clerk to the Assembly/Director General

Enc.

McClintock, Paula

From: Darrah, Christine
Sent: 03 October 2011 16:59
To: McClintock, Paula
Subject: Assembly Insurance

Hi Paula

I understand that Hugh Widdis has been speaking to you about the Assembly insurance and cover for legal advice in connection with an issue raised by the Chairman of the Committee for Justice, Paul Givan. Hugh had indicated that you would let me know today the position.

Grateful if you could ring me when you get a chance.

Thanks

Christine

Christine Darrah
Clerk to the Committee for Justice
Room 242, Parliament Buildings
Stormont, Belfast BT4 3XX
Tel No: (028) 9052 1629
Email: Christine.darrah@niassembly.gov.uk


McClintock, Paula

From: Widdis, Hugh
Sent: 04 October 2011 11:26
To: McClintock, Paula
Cc: Darrah, Christine
Subject: RE: Insurance

Paula

Many thanks.

Hugh


Hugh Widdis, Director of Legal and Governance Services
Massachusetts House of Representatives
Hon. Hugh Widdis, Massachusetts Governor, 100 State Street, 02133-0001, Tel: 617-725-4734

From: McClintock, Paula
Sent: 04 October 2011 11:19
To: Widdis, Hugh
Subject: RE: Insurance
Importance: High

Hugh,

Apologies I got a message late from Christine yesterday after I had left the office. The normal contact in the insurance company is on leave and we have been unable to get a definitive answer from them – we spoke with another one of the contacts this morning who seemed to give us contradictory advice than we had previously received. I have told them this is urgent and have managed to forward a copy of the earlier emails received from Karen McLaverty who is the director we had previously contacted on this issue. They are reviewing the policy and the advice she gave and have committed to get back to us by close of business today.

I am just about to give Christine a wee ring to give her an update.

Regards,

Paula



Paula McClintock : Head of Finance | Finance Office; Room 425; Parliament Buildings; Ballymiscaw; Stormont; Belfast; BT4 3XX. | Northern Ireland Assembly
contact: paula.mcclintock@niassembly.gov.uk | tel: 028 905 21258 | fax: 028 905 25527 | mob: 07917 850621

From: Widdis, Hugh

Sent: 04 October 2011 11:13

To: McClintock, Paula

Subject: Insurance

Paula

We told Mr Givan that we would get back to him by yesterday. I know that you have other matters on hand but could you please let Christine or me know asap what the position is?

Thanks

Hugh



Hugh Widdis : Director of Legal and Government Services

Northern Ireland Assembly

Contact: Hugh.Widdis@niassembly.gov.uk | tel: 028 905 21261 | mob: 07716 41264

McClintock, Paula

From: Darrah, Christine
Sent: 04 October 2011 12:39
To: McClintock, Paula
Subject: RE: Re Public Liability Insurance

Hi Paula

Just confirming receipt of your message which I have sent on to the Member concerned and suggested that they contact you direct.

Many thanks for your help

Christine

From: McClintock, Paula
Sent: 04 October 2011 12:28
To: Darrah, Christine
Subject: Re Public Liability Insurance

Christine,

I have tried to give you a wee ring and popped down to see if you were about. I now have an answer from the insurance company – and this matter will be covered under our current policy. Having spoken with Hugh I would suggest in the first instance that you ask the Member to write to me directly asking for the matter to be referred to the insurance company under the above policy and enclosing a copy the letter he has received. I will then write to the insurance company with the referral, enclosing his instruction and a copy of the letter received from the third party solicitors. In my referral I will be suggesting that the insurance company and the Member correspond directly on this matter going forward. Perhaps you would ask the Member to indicate if he is content with this approach.

Give me a wee ring on my mobile just to confirm you have got this message.

Kind Regards,

Paula



Paula McClintock : Head of Finance | Finance Office, Room 425, Parliament Buildings, Ballymiscaw, Stormont, Belfast BT4 3JX. | Northern Ireland Assembly
contact: paula.mcclintock@niassembly.gov.uk | tel: 028 905 21258 | fax: 028 905 25527 | mob: 07917 850621

