



 GALLAGHER BASSETT

# Risk Consulting Site in a Box

# GALLAGHER BASSETT RISK CONSULTING:

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GB Risk Consulting is an international provider of risk management services delivering consistently excellent advice and superior outcomes to guide clients in becoming a more resilient organisation.

With a team of qualified and experienced risk control consultants based throughout the UK, we work closely with organisations to develop and embed risk control strategies, facilitate training workshops and provide general consultancy advice. We work in close partnership with our clients to develop a risk control provision which is tailored to meet their specific needs. Our provision focusses on the delivery of targeted risk control solutions for the purpose of risk and liability reduction.

Through a comprehensive range of consultancy services, industry sector market intelligence and training modules, GB Risk Consulting delivers proactive guidance on claims prevention and is considered to be a critical friend through the provision of investigative services, liability reports, advice on defensibility and mitigation of loss where an accident occurs.



## SITE IN A BOX

**Gallagher Bassett Risk Consulting works in partnership with our commercial clients to defend and mitigate against the risk of existing and future claims when a site is being closed or transferred to another operator.**

Historically, claims attaching to closed distribution sites have been notoriously difficult to defend. Missing reports, TUPE'd employees and lost defence documentation are not uncommon. In turn, this leaves Claims Handlers without any material to defend a claim, even if we have reason to believe we are not at fault or the accident did not happen as alleged.

Our 'Site in a Box' service provides protection against predatory third party solicitors and the dangers associated with each late reported claim. The industry average cost of an Employers Liability claim is in excess of £7,000.

In summary, it is an analysis of site-reported incidents that could give rise to claims, and then an onsite physical inspection to capture and preserve information such as:

- The general condition and state of repair of the workplace environment and work equipment with emphasis on those areas and items presenting common health and safety hazards;
- The availability and adequacy of documentation relating to competency and use of workplace equipment;
- The availability and adequacy of documentation relating specifically to incidents, accidents and complaints;
- The prevailing safety management system and safety culture.



## **The exercise is in two phases:**

### **Phase 1:**

A triage of the site in questions accident book, this is a desktop exercise, assessing the likelihood of reported incidents becoming claims at a future date.

Ensuring that evidence and investigations are sufficient to form a clear view on legal responsibility; where any gaps are found Gallagher Bassett will endeavour to conclude enquiries.

### **Phase 2:**

#### **Site in a Box Site Review**

To help freeze evidence about the state of the workplace, to collate information and documentation to evidence health and safety procedures – such as risk assessments, safe systems, maintenance logs, at the point of closure or hand-over.

#### **Summary of Exercise**

The site-in-a-box physical inspection comprises four parts; a short briefing to the site managers, followed by a combined site inspection and documentation review, interviews with key operational staff and finally a management debrief. The site-in-a-box exercise used the following structure:

- Introduction to the day and what we expected to get from it / debrief at end of day;
- Review of health and safety management documents itemised here, relating to the triaged accident data supplied to Gallagher Bassett:
  - Accident book entry
  - Investigation form
  - Injured party statement
  - Witness statement
  - RIDDOR report
  - Safe System of Work
  - Pre-accident Risk Assessment
  - Training records
  - R-T-Work interview
  - Engineers Maintenance and Inspection records
- Site inspection including taking photographs
  - Photographs of the site, machinery, process and individuals.
  - Where possible, we will take video of operations that have given rise to more than one similar accident.



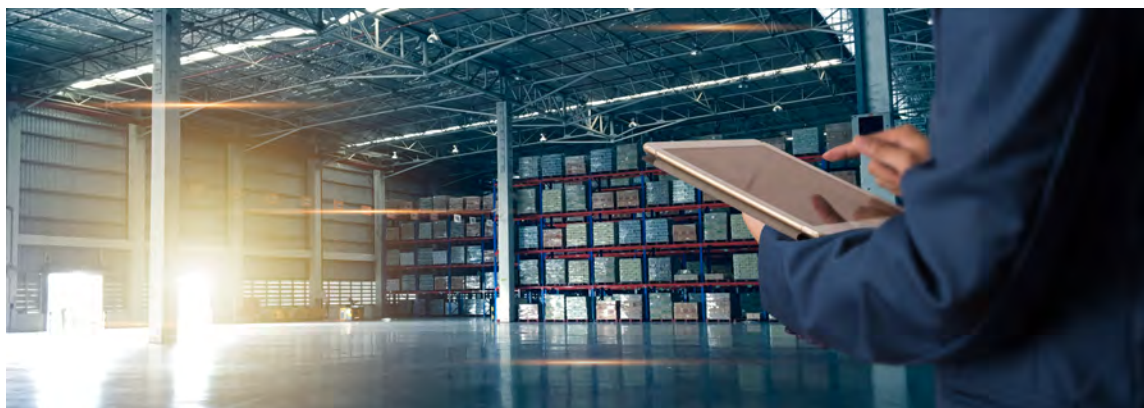
- Interview with key operational managers on-site. This is done to ensure that we have understood the process correctly, and that circumstances around some of the claims are correctly understood. General Manager, Operations, Maintenance and Health and Safety managers are included in this review. Each interview takes at most 30 minutes.
- Physical inspection of the work environment, focusing on areas with a history of previous incidents and common hazards.

The inspection may include, but is not limited to:

- Access equipment their suitability, availability, inspection / maintenance;
- Vehicles & FLT's – condition of safety related features, inspection and maintenance records;
- Racking / storage system suitability, installation/commissioning records/ calculations of load bearing capacity, inspection & maintenance records;
- Handling aids – availability of equipment, condition, training in use;
- Conveyors and compactors in the Recycling bays– guarding systems, installation / operation;
- Traffic routes - Inspection & repairs records;
- PPE – Availability – records of issue & suitability assessments;
- Property repairs and management of asbestos and legionella;
- Documentation and policies relating to Noise Induced Hearing Loss, Hand Arm Vibration and other potential long tail claims.

### Outputs from the review

- Information on areas reviewed in detail;
- Robustness of formally recorded documentation such as:
  - Clear risk assessment methodology;
  - Training, guidance, and supervision;
  - Monitoring, recording and review of performance;
  - Sharing lessons learned;
  - Demonstration of Continuous Improvement.
- Lessons / recommendations for system improvements for other locations.



## Cost of exercise

Due to the variability of site size, complexity, employee numbers and roles, volume of relevant documentation and personnel available for interview, no linear cost pricing can be established. However, where Gallagher Bassett is instructed to carry out a programme of Site in a Box audits on all closing sites that may materialise from time to time then an equitable fee structure that provides clarity for the client, and meets the costs of the survey by Gallagher Bassett can be fixed.

To provide an indicative price for our Site in a Box service (based on previous experience and dependent on the size of a site) we confirm a rate of **£950.00 - £1,500.00 plus VAT** and disbursements covering mileage of the attending consultant.

Additional costs that are charged are for overseas travel, and air-flights within the British Isles.

## SITE IN A BOX PLUS

We are pleased to extend an additional enhanced version of site in a box through one of our Gallagher Bassett Risk Solutions panel partners.

Our Site in a Box Plus service will do everything that Site in a Box does but will also provide you with the option to purchase an online 3D virtual model of the warehouse enabling the user to walk around the virtual warehouse and visualise the exact lay out of the premises and stacking systems.

The additional expense does not justify the inclusion of this service into the existing 'Site in a Box' service, however in the event of there being a significant injury or fatality that may lead to a high value claim, the option to preserve the warehouse in 3D online virtual modelling may provide an additional layer of evidence preservation.





# Get in Touch



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