

EMPLOYEE BENEFITS

WITH SCOTTISH BORDERS COUNCIL

WORK LIFE BALANCE AND FAMILY FRIENDLY POLICY

We have various policies in place to support employees in their work life balance and family commitments, for example:

- Family leave guidelines (including maternity, shared parental, adoption and ordinary parental leave)
- Flexible working options, depending on the needs of the service
- Job share
- Blended working, depending on the needs of the service. Employees and managers are now accustomed to working in different ways, in particular in working remotely without attending the office.
- Special Leave
- Annual leave and public holidays - 29 days annual leave entitlement, rising to 34 days after five years' service, plus 6 fixed/public holidays.

PENSION SCHEME

We offer membership of an occupational pension scheme to all staff (except non teaching staff with a contract of less than three months). Teachers join the Scottish Teachers Superannuation Scheme, and non-teaching staff join the Local Government Pension Scheme. Both schemes are statutory schemes and are very secure because their benefits are defined and set out in law.

If you have any pension questions please visit the following websites:

Local Government Pension Scheme
scottishborderscouncilpensionfund.org/

Scottish Teachers Superannuation Scheme
pensions.gov.scot/teachers

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SHARED COST AVC SCHEME

For members of the Local Government Pension Scheme there is an opportunity to join the Shared Cost AVC Scheme provided by Standard Life. This allows you to supplement your pension benefits and make Tax and National Insurance savings on your contributions at the same time. Access to this benefit is subject to meeting statutory eligibility criteria.

CAR SALARY SACRIFICE SCHEME

Through our partnership with Tusker the Council are able to offer employees the opportunity to participate in this scheme, whereby you sign up to a reduction in pay for access to a new vehicle and make savings on Tax, National Insurance and Pension. Access to this benefit is subject to meeting statutory eligibility criteria.

CYCLE TO WORK SCHEME

Through our partnership with Evans Cycles, Cycle Solutions, Halfords, and local retailers, the Council are able to offer employees the opportunity to participate in this scheme, whereby you sign up to a reduction in pay for to access to a new bicycle and make savings on Tax and National Insurance. Access to this benefit is subject to meeting statutory eligibility criteria and a specific window for ordering to be available.

EMPLOYEE DISCOUNTS

SBC Employee Benefits gives you access to a wide range of discounts and savings from groceries and holidays to electricals and insurance and money back on healthcare treatments and services.



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VIVUP EMPLOYEE ASSISTANCE PROGRAMME (EAP)

VIVUP provides an employee assistance programme for all employees. The helpline is open 24 hours, 365 days a year and provides expert free confidential support on 0800 023 9324. Please see attached link for further details. We also have a team of Mental Health First Aiders. This is a service available to anyone with concerns about the physical or mental wellbeing of themselves or a fellow employee.

vivupbenefits.co.uk/access-my-benefits/

CAPITAL CREDIT UNION

We are a Select Partner organisation of Capital Credit Union and have an arrangement that allows employees to have deductions taken directly from pay, at no cost to you, which are then passed over to the credit union on pay date.

Find out more **here**.

PAYROLL GIVING

Payroll Giving enables you to give to any charity with donations deducted from pay before Income Tax. Visit the **Charities Aid Foundation** website and you can opt to donate your money straight to a charity of your choice or you can donate into a charity account, effectively putting money aside, to donate to charity when you want.

SELF-IMPROVEMENT OPPORTUNITIES

Training and development opportunities

We are committed to supporting the continuing personal and professional development of our workforce. We commit to growing our own talent and offering opportunities that enable individuals to develop their full potential.

Opportunities include:

- E-learning
- Classroom training courses
- Qualifications
- Self-directed learning
- On-the-job training
- Work shadowing/secondments
- Mentoring/workplace coaching

All employees should discuss their performance and development needs with their manager regularly as part of the appraisal process.

Volunteering opportunities

We actively encourage our employees to volunteer for the many agencies and charities that enhance our communities.

Find out about volunteering opportunities in your area.

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Visit the Working For Us section of the Scottish Borders Council website for further information on any of these initiatives, schemes and policies.

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