

Employee Benefits

Vodafone

We've partnered with Vodafone to bring an exclusive offer to employees and up to five family members or friends. You need an SIC email address and you need to be a new Vodafone customer or be ready to upgrade.

Find out more at: www.vodafone.co.uk/vodafone-advantage/index.htm

Employee Discounts

Sodexo Engage Discounts gives Council employees access to a great range of discounts at a variety of retailers, services and everyday spending without having to change your spending habits.

Ford Advantage Programme

Via Jim's Garage, Lerwick, exclusive offers when purchasing a new Ford car (excludes commercial vehicles).

Find out more at

<https://www.jimsgarageford.co.uk/advantage/>

Password for the page is - **Advantage1**

Long Service Awards

The Council recognises its staff who have worked for the Council continuously or cumulatively for 25 years. The award is based on one month's salary.

Health & Wellbeing Policies & Initiatives

To support our staff health and wellbeing at work the following is in place, for example:

- Maximising Attendance Policy & Procedure
- Employee Mediation
- Mental Health & Wellbeing
- Occupational Health Service

The Council holds a Silver Healthy Working Lives Award.

Distant Islands Allowance

An allowance is applied in addition to hourly pay (pro rata), in line with the guidance received.

Pension Scheme

When you are issued with a contract of employment with the Council, you are automatically enrolled in the Local Government Pension Scheme. The scheme changed from April 2015.

What changed?

- Pension built up after 1st April 2015 is based on career average
- Normal pension age from that date = state pension age (minimum of 65)
- Pension builds up at 1/49th of pensionable pay
- There's a 50/50 option – pay 'half for half' benefits

What stayed the same?

- You can still retire from age 60 without employer consent
- You can still swap annual pension for a tax free lump sum
- Pensions remain for spouse/eligible partners/children
- The 'rule of 85'/Certificate of Protection' remain
- Ill health/flexible/redundancy retirement retained
- Remember, your employer contributes around twice what you pay

What's protected?

- Pension built up to April 2015 worked out on your final pay when you leave
- The normal pension age for benefits built up to April 2015 = age 65
- Protection for those nearing retirement – no less than final salary benefits would have been

If you have any pension questions, email pensions-finance@shetland.gov.uk, or phone 01595 744644

Teachers are members of the Scottish Teachers' Pension Scheme administered by the Scottish Public Pensions Agency.

Childcare Vouchers Scheme

The Council offered a childcare voucher scheme through Sodexo Motivation Solutions UK LTD until it closed to new members on 5th October 2018. The Council will continue to administer the scheme for existing members. This allows parents to take part of their salary, exempt from Tax and National Insurance Contributions, to put towards the cost of registered childcare. To access existing Childcare Voucher Account go to <https://childcare.mysodexo.co.uk/login> then select "Login as Parent" and complete your Username and Password details.

If you have any questions about Childcare Vouchers, please contact the Customer Care Team on **0800 328 7411** quoting the Council's Contract Reference No. 130598 or email customercare.engage.uk@sodexo.com and they will be happy to help. FAQs are also available at <https://childcare.mysodexo.co.uk/faqs>

Alternatively if you require information on Tax-Free Childcare please visit

www.childcarechoices.gov.uk or visit the Childcare Voucher Scheme information page on the Intranet.

Cycle2Work Scheme

Introduced to help promote healthier journeys to work and reduce pollution and congestion. Funding is available annually to support employees signing up to this Tax and National Insurance Free Scheme in conjunction with our partners Sodexo Motivation Solutions UK LTD to purchase bikes and equipment.

Available all year round where budget is available.

Find more information and to register your interest at

<https://shetlandcouncil.salarydeductplatform.com/Information/Index/18957>

If you have any questions on this scheme contact the Cycle Team on **01908 303 498**

Work Life Balance and Family Friendly Policies

Various policies are 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)
- Flexi time, depending on the needs of the service
- Flexible Working Options, depending on the needs of the service
- Job Share
- Remote Working
- Special Leave
- Annual Leave and Public Holidays

Public Sector Discount on Hilton & Marriot Hotels

Up to 30% off, exclusive to Public Sector Employees, for more information visit the Hotels websites. When booking online, you need to select "Government/Military" at Special Rates.

Workforce Development

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 (on and off island)
- Qualifications
- Self-directed learning
- Conference attendance
- On-the-job training
- Work shadowing/secondments
- Mentoring/workplace coaching

All employees should discuss their performance and development needs with their manager at least once per year. Further details available at <https://shetland.interactgo.com/page/2137>

For queries on any of these initiatives, schemes or policies you can visit the Council's intranet or contact HR by emailing humanresources@shetland.gov.uk or phone 01595 744032