

Everybody Benefits Framework Contract Procurement

REPORT TO; Assistant Chief Executive, Business Support and HR

DECISION DATE: 16th May 2024

SUPPORTING ANNEX; This report includes a supporting Annex which contains exempt information as described in paragraphs 1 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

PROPOSED RECOMMENDATION

To undertake a procurement exercise for the Everybody Benefits Framework. The current contract arrangements end on 30th November 2024.

BACKGROUND TO SUPPORT THE RECOMMENDATION

Contracts which underpin the Council's current Everybody Benefits Framework expire on 30th November 2024. The authority is looking to re-procure a framework for the provision of employee benefit discounts with salary sacrifice schemes.

It is proposed that the tender is divided into 6 lots:

- Lot 1: Employee discount platform
- Lot 2: Green car scheme
- Lot 3: Home technology scheme
- Lot 4: Cycle to work scheme
- Lot 5: Childcare voucher scheme
- Lot 6: Health cash plan scheme

The decision to be taken relates to procurement of the overarching Framework which has a significant published contract value, with the spend through the framework higher than £500k when it comes to employee participation. This is an in/out spend resulting in the council saving on the participation rather than spending from existing budgets.

The new Everybody Benefits Framework contract will commence from 1st December 2024.

LEGAL AND GOVERNANCE COMPLIANCE

The procurement exercise will be undertaken by the Council's Procurement and Contract Management Service, with a Gateway report considered in accordance with the Council's Procurement and Contract Procedure Rules.

This is a key decision. The Everybody Benefits Framework contract was entered on the forward plan in April 2024.

RECOMMENDATION

To procure a contract for the Everybody Benefits Framework.

Everybody Benefits Contract Procurement
Anna Cowan, Principal HR Adviser
1 May 2024