

PERKS_ FIRST

YOUR EMPLOYEE BENEFITS HANDBOOK
For FIXED TERM & PERMANENT EMPLOYEES

**RICHMOND &
WANDSWORTH**
BETTER
SERVICE
PARTNERSHIP



FIRST THINGS FIRST

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ABOUT PERKS_ FIRST

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PERKS_ FIRST

Our employee benefits package is designed to provide inclusive coverage and support to our valued employees. We emphasise on taking care of our people and strive to offer a range of benefits which service our diverse needs. PERKS_ FIRST is more than just a benefits package; it's our dedication to put you at the heart of everything we do and encompass more than savings and perks.

From giving you access to leasing brand new electric and ultra-low emission vehicles, planning your retirement, gaining a better understanding of the financial world, and having access to professional development opportunities. Our benefits package aims to enhance the overall well-being and satisfaction of our people.

The PERKS_ FIRST portal is our main hub for information on all our accessible benefits.



ANNUAL LEAVE VOLUNTEERING & PENSIONS

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ANNUAL LEAVE

Some employees are entitled to 40 days annual leave per year including bank holidays. This is pro-rata'd for part time employees.

- Your allowance resets with the month of your birthday.
- You can carry over up to 5 days.

VOLUNTEERING

Employees can take up to two working days (pro-rata for part time employees) per year as paid time off for voluntary work. You can ask your Line Manager for more information on how to book your time off to volunteer and see our voluntary partners in our boroughs.

PENSIONS

Richmond and Wandsworth employees are eligible to join the Local Government Pension Scheme, a career average scheme.

Full information on all the above can be found on the PERKS_ FiRST portal.

THE BE SAVING APP

The BeSaving app gives you all-day access to the portal where you can view all the information, make purchases via our salary sacrifice benefits, view the latest retail offers and discounts, and access our Employee Assistance Programme.

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The Be Saving app is available on Android and Apple (iOS)

Easily access all benefits offered to Richmond and Wandsworth employees directly from the app

Get notified about the latest deals, save your favourite offers, and access free resources to support your wellbeing

Scan the QR codes below to download the app onto your device (you do need to be registered first to access the app).



Android



Apple

Please note that the app is controlled by an external partner. Whilst we check to ensure all offers are valid, we cannot control the content of external websites. If you do spot anything suspicious, please let us know by emailing us, found at the back of this handbook.

HEALTHY MIND & HEALTHY BODY PERKS

Explore our Healthy Body and Mind Perks, which includes access to our Employee Assistance Programme for free confidential counselling, financial, and legal advice.

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OUR EMPLOYEE ASSISTANCE PROGRAMME

Employees and their family/household members can access a free and confidential counselling service from BHSF, an independent external provider. This provides professional support to help with balancing work, family, and personal life.

You can also download the MyMindPal app, onto your phone or tablet, by searching through your designated app store, which may help you to support your mental health

LEISURE CENTRE OFFERS

Discounted multi-site and single site offers are available at Richmond Borough Leisure Centres. No joining fees, no contract and you can cancel at any time.

Discounted leisure centre memberships* are available in Wandsworth through Places Leisure.

Full information on all the above can be found on the PERKS_FIRST portal.



*Different monthly costs at different leisure centres

SALARY SACRIFICE PERKS

A salary sacrifice means you can make purchases using your salary to repay. You can make savings on your National Insurance, but you will need to pay a Benefit-in-Kind on some of our salary sacrifice schemes to make up for the reduced rate of Income Tax.

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VIVUP

Vivup is our external partner that gives you the option to spread payments on purchases.

You can purchase* a wide range of electronic and home goods and choose to repay over 12, or 24 months.

With no interest or credit checks, products come from John Lewis or Currys.

MY MONEY MATTERS – AVCs

My Money Matters give you the option to contribute towards a Shared Cost Additional Voluntary Contribution (AVC).

An AVC is a separate pot of money that sits beside your main LGPS pension and can be a tax efficient way to top up your pension pot.

TUSKER

Lease a brand new electric or plug-in hybrid vehicle using your salary. The monthly cost includes the cost for car lease, insurance, and servicing.

No deposit is required and without any credit checks. However, we do want to make sure it doesn't affect your other household bills.

*Only available to employees on permanent contracts and, **Fixed-term subject to length of contract.

HEALTHY FINANCES PERKS

With our Healthy Finances Perk, you can enjoy special privileges such as our salary advance benefit, customised financial advisory sessions, and free access to daily webinars to help you on your financial journey.

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WAGESTREAM

Wagestream is a service that allows you to advance up to 40% of your daily accrued salary, for a flat rate.

You can also use Wagestream to save, budget, access retail discounts and get access to financial education topics.

MY MONEY MATTERS

My Money Matters also provide free financial health checks including webinars and tailored 1-2-1s.

50% off the Mortgage Advice Bureau when going via My Money Matters.

Access to a free money management app via snoop.

Free will writing services.

WEBINARS

Daily webinars are offered by HSBC on a variety of topics from coping with the cost of living, retirement planning, and buying your first home.



TRANSPORT PERKS

With our Transport Perks, you can apply for a Cycle2Work voucher to purchase a brand-new bike, get a season ticket loan, and apply for a loan to help pay for your car repair.

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CYCLE2WORK

Our Cycle2work scheme allows you to purchase a brand-new bike and repay over a 12-month period.

CAR MAINTENANCE

Our Car Maintenance scheme allows you to pay for repairs, servicing and MOTs spread over 12 monthly payments.

ON-SITE PARKING

There are limited parking spaces available on-site at Wandsworth Town Hall. This is operated on a first come first served basis.

PERMITS

If you work in Children's Services and use your vehicle for duties, or must park near Council buildings, you can apply for a permit or scratch cards.

SEASON TICKET LOANS

Interest free loan to pay for a public transport season ticket (bus or train) to travel to and from work.

Loan repayments are deducted from your salary in 12 equal payments

MINDFUL PERKS

Our Mindful Perks are to support you.

Whether you're looking to contribute your earnings to a cause that's close to your heart, and by offering will writing and estate management services.

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PAYROLL GIVING

The Payroll Giving scheme allows you to support any charity, good cause (such as school PTAs, Guides etc) or places of worship such as churches, mosques and synagogues, tax-free.

It is not a salary sacrifice scheme, but your donations are taken from your pay after NI but before tax. The amount saved depends on the type of taxpayer you are:

WILL WRITING

Estate planning and will writing specialists Dunham McCarthy offer a free will writing and estate management service to help you plan for your future, protecting your family and loved ones.

DAYS OUT & LEISURE PERKS

For family days out, trips to the cinema or the thrill of trying something new. Our membership schemes allow you to make up for the cost of membership by taking advantage of the savings they can offer.

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CSSC SPORTS AND LEISURE

Free entry and discounts on day out activities, including English heritage sites, cinemas, and over 3,000 health clubs for £4.99 a month

BOUNDLESS

Boundless is a community led membership scheme, with two types of memberships.

For either £40, or £68 per year, you get free unlimited access to UK attractions, such as Kew Gardens, Historic Royal Places, a free tastecard, and high street and supermarket savings.

THEATRE OFFERS

We also get exclusive discounts at WestEndTheatre for all the latest shows.



Scan the QR code, or email:
employeebenefits@richmondandwandsworth.gov.uk



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