

## Prior Information Notice – Colleague Medical Cash Benefits plan

South Liverpool Homes Ltd are a charitable Community Benefit Society registered with the Financial Conduct Authority No.31210R and a Registered Provider of Social Housing registered with the Regulator of Social Housing No.L4230.

We were formed in October 1999 following a large-scale voluntary transfer from Liverpool City Council. We currently own and manage more than 3,800 homes in the South Liverpool area, predominantly in Speke and Garston and have an active Development programme.

South Liverpool Homes is also parent to Avela Services Limited, which in turn is the majority partner in an innovative joint venture with Penny Lane Builders Limited called Avela Home Service which is responsible for delivering our repairs and maintenance service.

We have just over 100 colleagues and last year were awarded both Best Workplaces special recognition for 5 years' achievement and Best Workplaces for women in the Medium Companies category. As part of our staff benefits package we offer a medical cash plan for employees which they may extend to their partners at their own expense and our current contract ends on 30 September 2023. Following feedback from colleagues we have identified some possible changes to the features and benefits which subject to the cost impact, we might wish to contract for. We are also interested in any innovative features or funding schemes to extend the benefits offered or additional membership.

We would like to engage with suitable suppliers to explore the various options available to us prior to finalising a specification and issuing a request for quotation (RfQ). In order to inform submissions from suitable suppliers, a MoSCoW analysis of features and benefits has been provided below:

### Must Have

- Be authorised and regulated by the PRA / FCA
- Matched offer for dental & optical cover £75 annual allowance for routine appointments and £300 annual allowance for dental treatment stemming from an accident.
- Matched offer for therapies (chiro, physio, sports massage etc.. etc..)
- Consultant diagnostic appointments
- Access to counselling services and EAP with a minimum of 6 face-to-face sessions
- Prescription charge recovery
- Online portal for claims submissions with timely payment/communication

- Online administration portal for HR
- Free child cover for up to 4 dependents

#### Should Have

- Holistic/alternative therapy allowance.
- Access to wellbeing resources
- Ability to add partners at a cost
- New Child payment

#### Could Have

- Ability to claim back for private counselling/mental health support outside of EAP offer.
- Virtual GP service
- In-patient treatment
- Innovative funding options or benefit features

#### Will Not Have

(i.e. not required but availability would not result in disqualification)

- Access to a discount scheme
- Mobile App
- Discounted gym membership

The value of the awarded contract will not exceed the Public Contract Regulations 2015 (PCR 2015) threshold for good and services, and therefore the competitive process will not be subject to the PCR 2015. Instead, we intend to run a short form restricted competition from among respondents to this PIN who qualify for a supplier engagement meeting.

The short form restricted competition will be launched on 7<sup>th</sup> September and close at 17:00 hrs. on 20<sup>th</sup> September, with contract award planned for on or before Friday 22<sup>nd</sup> September.

In the first instance please express your interest in this PIN, submit any supporting information or supplementary questions you feel appropriate via email to

[health.benefits@southliverpoolhomes.co.uk](mailto:health.benefits@southliverpoolhomes.co.uk)

Please do not attempt to make contact by telephone or directly canvass staff members outside of this process.

We will schedule supplier engagement meetings for all parties who meet the “must have” criteria in full plus one or more of the “should have” criteria, either via MS Teams or where mutually acceptable, in person at our Parklands office in Speke (L24 OTY) between 31<sup>st</sup> August and 6<sup>th</sup> September.

This PIN closes at 17:00 hrs. on Thursday 31<sup>st</sup> August. We reserve the right to exclude from further consideration any responses received after the PIN has closed.

***\*\*Document ends\*\****