

WORKING AT NEPO

A guide to employee benefits



Welcome

NEPO works in partnership with North East local authorities, and a range of nationwide Associate Members, to develop and manage procurement solutions across high-spend areas such as energy, construction and professional services.



OUR VISION

‘To achieve benefits through collaborative procurement’

In addition to delivering a collaborative procurement work programme of over £390M, NEPO is responsible for the NEPO Portal e-tendering system, and the NEPO Business Club programme of support for our suppliers. We also lead activity and projects that aim to promote best practice and drive innovation.

NEPO is a forward-thinking organisation that supports personal development and provides a unique opportunity to work collaboratively across the North East public sector.

This guide provides an overview of some of the benefits that we offer our team members. We hope that it gives you a flavour of the welcoming and supportive culture that we champion at NEPO.

Nicola Shelley
Managing Director

OUR PERKS

FLEXIBLE WORKING



ACCESS TO TECHNOLOGY THAT
ENABLES AGILE WORKING

PROFESSIONAL DEVELOPMENT
INCLUDING TRAINING



25-31 DAYS ANNUAL LEAVE PLUS
PUBLIC HOLIDAYS

ELIGIBILITY TO JOIN THE LOCAL
GOVERNMENT PENSION SCHEME



SALARY SACRIFICE SCHEME FOR CAR
LEASING AND HOME ELECTRONICS

OFFICES BASED IN THE HEART OF
NEWCASTLE'S QUAYSIDE



SUPPORTING WELLBEING INCLUDING
CYCLE TO WORK SCHEME

GROW WITH US

Working in procurement is a fantastic career choice. Procurement roles at NEPO encompass a broad range of skills and interaction with a wide range of stakeholders, making the profession an appealing path for anyone seeking new challenges.

NEPO is committed to staff development; team members in procurement roles are supported through professional training with the Chartered Institute of Purchasing and Supply (CIPS). NEPO covers all fees and exam costs as well as allowing study leave.

In addition continuous development is provided to all NEPO team members with training on new legislation, ICT and professional skills.

QUALIFY WITH CIPS

Want to further your career in procurement? NEPO believes in investing in its people and supporting the North East procurement profession.



Progression to MCIPS



Course fees paid



Study leave



BRINGING WORK AND LIFE INTO BALANCE

At NEPO we support employees to achieve the right balance between work and home life.

FLEXI SCHEME

The flexible working hours scheme allows employees to manage their working day around core hours and within a predetermined bandwidth. Up to two flexi days may be taken per month (or pro rata equivalent for part time staff).

ANNUAL LEAVE

NEPO employees enjoy between 25 and 30 days of annual leave. Staff with over ten years of service are eligible for an allowance of 31 days.

An annual leave purchase scheme offers employees the option to increase their holiday entitlement by purchasing up to 5 days leave* (or pro rata equivalent) through salary sacrifice.

*Subject to eligibility criteria



AGILE WORKING

NEPO has invested in technology to enable agile working. This means that team members have the ability to work outside of the office, in support of NEPO's focus on regional working and collaboration.



SUPPORTIVE TECHNOLOGY

All NEPO team members have access to a range of platforms and devices to facilitate agile working:

- ✓ Mobile phones
- ✓ Laptops
- ✓ Office 365
- ✓ Microsoft SharePoint

SALARY SACRIFICE SCHEME

NEPO takes pride in ensuring all our employees feel valued, that's why we have adopted the following Salary Sacrifice Schemes. Salary sacrifice arrangements* allow employees to give up the right to receive part of their cash pay under their contract of employment in return for a non-cash benefit. Pay deductions are made before tax, national insurance and pension contributions.

*Subject to eligibility criteria



CAR LEASING

Thinking about a new car? Our Car Leasing Scheme provides a cost-effective way to lease a brand new car via salary sacrifice. Insurance is fully comprehensive and provides the option of additional named drivers.



Insurance



Tyre replacement



Routine servicing



Breakdown cover



Road tax



Windscreen replacement cover

SALARY SACRIFICE SCHEME

HOME ELECTRONICS



Love having the latest technology? The Home Electronics Scheme allows you to save money on the latest home technology and spread the cost.

You will have access to the latest products including:



Game consoles



Televisions



Laptops



Mobile phones



Domestic appliances



Smart watches

SALARY SACRIFICE SCHEME

CYCLE2WORK

Looking for a healthier commute? NEPO's Cycle2Work scheme aims to promote healthier journeys to work and reduce environmental pollution. The scheme allows employees to purchase cycle and safety equipment through salary sacrifice.



Safety equipment



1-year cyclecare



Full warranty



Ownership of cycle
after 1 year



8-week free
cycle insurance



In-store discounts
at Halfords