



Building a Total Benefits Strategy

How to optimise the business effectiveness of employee benefits

Xafinity Consulting specialises in helping companies to support their business goals through optimising the effectiveness of employee benefits.

We do this through an approach we call Total Benefits – providing the optimum blend of fixed, flexible and voluntary benefits to meet the specific needs of each type of employee in the organisation, within the framework of the corporate policies, objectives and goals.

The strategic value of benefits

With the move away from traditional pension structures and the growing availability of flexible benefits delivery mechanisms, employers increasingly seek to make maximum use of their non-salary remuneration package as a competitive recruitment and retention tool.

At the same time, new benefits are emerging, across the range of security and protection, health and lifestyle categories. Some have specific financial advantages through favourable tax treatment, others simply comprise voluntary benefits available through corporate negotiation.

'Flexible benefits' is often presented as the de facto solution, but the ability of employees to manipulate their benefits package is only a part of the story.

What organisations need going forward is a rounded benefits strategy that:

- actively rewards, retains and recruits staff
- meets the welfare and protection needs of the employer's HR strategy
- aids business continuity
- drives economies for the Finance Director through National Insurance (NI) savings
- rewards employees through voluntary benefit savings
- is communicated effectively and encourages participation

Tax effectiveness

A well designed benefit package can bring savings to an employer, particularly in National Insurance. 'Salary sacrifice' benefits such as employees' pension contributions, bicycles and childcare vouchers all have the potential to save significant money in a way that is HMRC compliant.

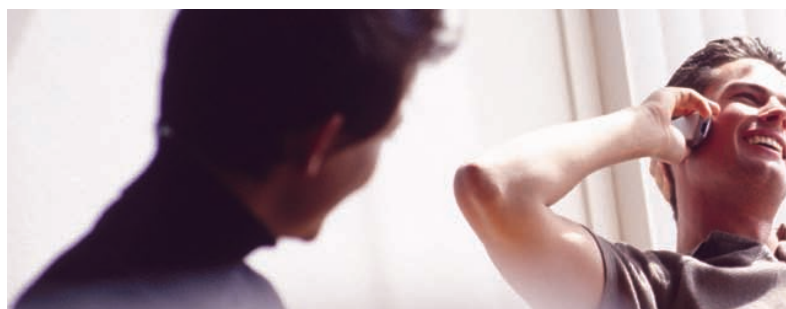
Voluntary benefits

Negotiated discounts and advantages e.g. retail discounts, travel and leisure vouchers can help enhance the purchasing power of employees' net pay.

The new benefits environment

In today's competitive HR environment, employers have a wide range of benefits they can deploy, or enable their employees to choose from:

- **Security & protection benefits** – e.g. a pension, life assurance or critical illness cover. These may be benefits that the employer considers necessary for the welfare of the employees and their families.
- **Health benefits** – e.g. private medical and dental insurance, hospital cash plan or health screening. These may be benefits that the employer considers necessary both for the welfare of the employees and as a prudent protection for the company.



- **Lifestyle benefits** – e.g. holidays, childcare, gym membership, mobile phones, bicycles, clothing etc. These may be benefits fiscally promoted by the government through favourable tax treatment, or simply favourably negotiated owing to the employer's or the benefits provider's collective buying power.

Creating a Total Benefits Strategy

Xafinity Consulting works with organisations to create their Total Benefits Strategy (TBS).

This may range from a highly traditional pension-based approach to a sophisticated mixed benefits strategy featuring flexible benefits, voluntary benefits and self-service administration systems.

We are able to provide everything from initial analysis through benefits strategy development to design and sourcing of systems and benefits, scheme administration and employee communications.

TOTAL BENEFITS ANALYSIS

Auditing existing benefits – their effectiveness and strategic value.

Analysing alternative benefits or benefit approaches that support strategic goals.

Conducting feasibility studies into individual or mixes of benefits.

TOTAL BENEFITS STRATEGY

Working with you to develop your TBS. This seeks to describe the essence of what you can achieve. Turn your benefits plan from a passive, fixed, historical continuum into an active, strategic management tool. We'll help you create the strategy and activate it through procurement and enrolment. We'll even provide all the systems and administration, if you wish.

TOTAL BENEFITS REPORTING

A process that begins with modelling the financial return in the early stages of TBS development, and spans the lifecycle of the benefits strategy. We will take care of all the member communication requirements, including providing Total Benefits statements to your employees, promoting enrolment among new staff and introducing new benefits as they join your strategy.

We will also build-in continuous monitoring and reporting processes, to ensure that the strategy and the effectiveness of its individual components are able to be assessed and reviewed constantly.

The Total Benefits Mix

- Fixed benefits
- Flexible benefits
- Voluntary benefits and rewards



HOW IT WORKS

Xafinity's Total Benefits methodology delivers a business-driving benefits strategy through a four-stage process:

Review

Look at your current benefits set, determine what you are seeking to achieve and analyse how best to get there.

Recommend

Create your Total Benefits Strategy and quantify the returns for your business. Plan how to deliver, communicate and support it.

Realise

Implement your Total Benefits Strategy; install the systems to support it; source and procure the Benefits Mix; launch and communicate it; maximise understanding and therefore enrolment.

Report

Monitor how the programme is performing and fine tune. We can manage and administer the scheme ourselves, or help set up internal administration systems.

Within this overall methodology, and also available as specific problem-solving projects, our individual Total Benefits Consulting Services include:

Benefits Audit

Benefits Strategy Modelling and Financial Return Analysis

Total Benefits Strategy Design

Flexible Benefits Systems

Voluntary Benefits Planning and Sourcing

Total Benefits and Rewards Statements

Enrolment and Promotion

Benefits Communications

Benefits Management

Benefits Administration

Reporting and Analysis

XAFINITY BENEFITS TECHNOLOGY TOOLS

- *FlexCalc online enrolment, selection and communications tool*
- *Net Pay Modeller*
- *Holiday Management Dashboard*
- *Salary Sacrifice Savings Calculator*
- *Total Benefits Strategy Business Case Builder*

What's the value to the employer?

A Total Benefits Strategy provides extensive value to the corporate customer at HR, Finance and Corporate levels:

Human Resources

Innovative and best practice, aiding recruitment

Employee satisfaction, aiding retention

Statutory compliance

Move away from pensions dependency

High benefit delivery from slimline HR activity

Finance

Move away from pensions dependency

Savings through voluntary/salary sacrifice benefits (NI savings)

Consolidated cost management

Savings through better retention, less recruitment

Corporate

Best Practice

Recruitment and retention

Employee relations innovation

Corporate image

Why Xafinity?

Xafinity is a leader and innovator in the development of a modern benefits environment. We were the Flexible Benefits Advisor of the Year in 2006, and have been at the forefront of a number of benefits advances in recent years.

As a member of the Xafinity group, we have closely integrated software systems and benefits administration resources available.

As an innovator in Total Benefits Consulting, we are able to take the forward-looking organisation beyond a simple dependence on 'flexible benefits', into a rounded, blended and carefully measured benefits strategy which actively supports their corporate goals.

Xafinity Total Benefits 'firsts'

- *First to offer a mobile phone scheme*
- *First to provide offline enrolment for those without online access*
- *First to offer tax efficient 'clothes for work' benefit*



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Xafinity Consulting (formerly Entegria) is the UK's leading specialist in employee benefit innovation and optimisation. Our expertise covers flexible benefits, pensions and actuarial services, healthcare, trusteeship and training. We are committed to working in partnership with our clients, providing a service to maximise the returns of their benefit strategies.

www.xafinityconsulting.com