



# **Broadland Housing Association Employee Benefits**



## Enhanced Annual Leave



Employees are entitled to a minimum of 22 days annual leave per annum, increasing a day per year of service up to 27 days (pro-rata for part timers). This leave is additional to bank holidays.

## Extra Leave Entitlements



Employees are provided with a day off per year for their birthday, for volunteering and a personal day. (pro-rata for part time employee's)

## Life Assurance x5



Life assurance cover is provided to all staff automatically on commencing employment. The cover provides the employee's nominated beneficiaries with five times their annual salary.

## Pension Scheme



Employees are entitled to join the Defined Contribution Pension Scheme; contributions are made via salary exchange and employees can increase their contribution rates with Broadland offering double match employer contribution rates of up to 10%.

## Sick Pay Entitlement



Broadland Housing Association offers enhanced sick pay, which is where the Company will pay sick pay in addition to statutory sick pay. The enhanced sick pay starts once you reach four months service and increases in stages for each year you are with the organisation up to five years' service, at which point you can expect to receive 66 days at full pay and 66 days at half pay.

## Healthcare

health shield 

As part of Broadland Housing's commitment to staff health and wellbeing, employees are eligible to join the Health Cash Plan, enabling employees to claim money back for essential health care (dental, eye care, flu vaccines).

## Professional Subscriptions



Where a professional subscription is required for an employee to carry out their duties, the Association will reimburse the employee for the annual membership cost of up to two subscriptions per year.



## Hybrid Home Working



For roles that are considered as Hybrid Home Workers, the Association has implemented a working arrangement that allows you to split your working time between an office and your home. Hybrid workers will usually be based from their home address 60% of their working week and at a BHA Office for 40% of their working week (guideline only). This enables our staff to work more productively, to have a better work life balance together with a reduction in commuting mileage (and time).

BHA will also contribute towards additional household expenses with a Utilities Payment allowance as well as a homeworking equipment reimbursement to allow Hybrid Home Workers to work comfortably at home.

## Employee Assistance Programme



The Association provides all employees with the opportunity to use a free of charge, confidential advice service, including face to face counselling, where required. The service is not restricted to work related issues; it can support employees with a wide variety of matters.

## CARE – Consult, Assist, Represent, Empower



Broadland Housing Association is committed to consulting and involving staff on issues that affect them and therefore have established a consultative team named CARE. CARE provides employees with the opportunity to influence the Group's decision-making process. It is a forum that is used to advise and consult with employees on issues such as terms and conditions of employment, salary and benefits, business initiatives, suggestions, training, health and safety, physical working conditions, changes in working practices, collective grievances and other similar matters. Plus they organise social events and charity events throughout the year.

## Mental Health Champions



Broadland Housing is committed to supporting mental health in the workplace and creating a workplace where mental wellbeing is promoted, supported and empowered. Broadland Housing has trained Mental Health Champions across the company to engage and act as positive advocate's for mental health at Broadland, they signpost and empower colleagues to maintain their mental wellbeing and access appropriate support.

## Staff Engagement



Broadland Housing organises various staff engagement events throughout the year to promote Equality, Diversity and Inclusion. These events, taking place over a few days encourage employees to attend various talks, try new activities, meet other colleagues from across the company and have some fun!

## Annual Staff Symposium



Broadland Housing gathers employees annually for team building, to share important organisational information and provides employees with an opportunity to pose questions to the Executive team and have some fun.

## Learning and Development



Broadland Housing is committed to providing employees with development opportunities. Broadland organises training both online and face to face which includes mandatory training for all employees and tailored job role training.

## Mentoring



Employees have the opportunity to join the CIPD Award winning and CPD accredited Housing Diversity Network (HDN) Mentoring Programme as both Mentors and Mentees. The programme allows employees to maximise their potential, increase their contribution and confidence at work and manage change in challenging times.

## Norfolk Car Club



This great scheme offers a flexible way to lease an electric vehicle and is open to all employees (subject to minimum earnings criteria). This scheme provides an alternative route for employees to access an Electric vehicle whilst saving money compared getting the car privately.

## Cycle to Work Scheme



Employees can also join the Cycle to Work scheme with Halfords (managed by Caboodle) which is a government initiative to offer the most cost-efficient way of getting cycling equipment. By purchasing cycling equipment through this scheme and with affordable monthly payments being deducted from your salary against the NET cost of the bike, you will not pay Tax or NI on these products resulting in an overall saving.