

# Our Employee Rewards & Benefits



*Vision*  
Redbridge Culture & Leisure



# Welcome to Vision Redbridge Culture & Leisure!

Thank you for considering a job in Vision and looking closer at the employee benefits we offer to our permanent staff. We want you to know that you could be joining an organisation which really values our people. In order for us to continue to succeed, it is essential for us to recognise talented employees, developing and retaining them within the organisation and maintaining our status as a great place to work. As an employee, there are many benefits you will get on top of your salary, some of which are outlined below and throughout this brochure.

## Pay

- All staff are paid a minimum of £13.15 per hour/ £27, 426 per annum
- Discretionary Annual Pay Award
- Annual Performance Related Pay

## Family Friendly (Maternity, Paternity and Adoption)

- Maternity & Adoption entitlement statutory plus 12 weeks at half pay
- Paternity entitlement statutory plus 5 days full pay

*(Rights of employees to leave and pay are in accordance with statutory regulations and agreements in force at the time. These rights are dependent on employees complying with certain notification and length of service requirements)*

## Sickness Absence

Your sickness entitlement will be as outlined below:

First Day of Sickness	No Benefit
During Year One	Statutory Sick Pay
After One Year's Service	One Month's Three-Quarter Pay, One Month's Half Pay
After Two Years' Service	Two Month's Three-Quarter Pay, Two Month's Half Pay
After Three Years' Service	Three Month's Three-Quarter Pay, Three Month's Half Pay
After Four Years' Service	Four Month's Three-Quarter Pay, Four Month's Half Pay

## Annual Leave & Public Holidays

All full-time employees are entitled to a minimum annual leave entitlement of 22 days, increased by a day per year of service up to 27 days, plus Public Holidays. Employees on temporary or fixed term contracts accrue annual leave for each complete calendar month worked which is calculated on a pro-rata basis. Holiday entitlement for part-time employees is also calculated on a pro-rata basis.

## Flexible Working

Vision will consider requests for flexible working and try to accommodate these wherever practicable. There are a variety of different options available for employees to explore with their line managers, to support them in maintaining a positive work life balance, however, employees do not have an automatic right to change their working arrangements and it should be noted that some posts are not suitable for certain types of flexible working, especially frontline posts.

## Group Pension Scheme

On joining Vision, all employees (subject to eligibility) will automatically become a member of Vision's pension scheme.

Employer contribution 3% AND Employee contribution 5%





# Corporate Gym Membership

As part of the enhanced reward and benefit package, permanent staff will be entitled to apply for **free** corporate gym membership which will enable access to the following facilities:

To apply, complete an application form and email it to:

[membership@vision-rcl.org.uk](mailto:membership@vision-rcl.org.uk)



Please allow at least 24 hours (in busy periods 48 hours) for your membership to be set up. You will receive your membership number via email and can collect your membership card on your first visit to any of the named sites. Follow the link below to see a full list of our other facilities:

<https://visionrcl.org.uk/sport-health-physical-fitness/centres/>



<p><b>Ashtons Gym</b> Ashton Playing Fields, Chigwell Road, Woodford Green, IG8 8AA</p> <p><b>Opening Times:</b> Monday to Friday - 07:00 to 22:00 Saturday &amp; Sunday - 09:00 to 17:00</p>
<p><b>Fullwell Cross Leisure Centre (Swim, Gym and Sauna Facilities)</b> Fullwell Cross Leisure Centre, High Street, Barkingside, IG6 2EA</p> <p><b>Opening Times:</b> Monday to Friday - 07:30 to 21:30 Saturday - 09:00 to 17:00 Sunday - 08:00 to 21:00</p>
<p><b>Loxford Leisure Centre (Swim)</b> Loxford Lane, Ilford, IG1 1UT</p> <p><b>Opening Times:</b> Monday to Friday - 05:30 to 21:30 Saturday &amp; Sunday - 08:00 to 18:00</p>
<p><b>Mayfield Leisure Centre (Swim &amp; Gym)</b> Kinfauns Road, Goodmayes, IG3 9QN</p> <p><b>Opening Times:</b> Monday to Friday - 07:00 to 21:30 Saturday &amp; Sunday - 08:00 to 17:30</p>
<p><b>South Woodford Gym</b> South Woodford Library &amp; Gym, 114 High Road, South Woodford, E18 2QS</p> <p><b>Opening Times:</b> Monday to Friday - 06:00 to 22:00 Saturday &amp; Sunday - 08:00 to 18:00</p>
<p><b>Wanstead Leisure Centre (Gym)</b> Redbridge Lane West, Wanstead, E11 2JZ</p> <p><b>Opening Times:</b> Monday to Friday - 06:00 to 22:30 Saturday &amp; Sunday - 09:00 to 18:00</p>
<p><b>Woodford Green Gym</b> Woodford Green Library &amp; Gym, Snakes Lane West, Woodford Green, IG8 0DX</p> <p><b>Opening Times:</b> Monday to Friday - 06:00 to 22:00 Saturday &amp; Sunday - 08:00 to 18:00</p>

***A range of other health and wellbeing initiatives such as MOT health checks and physical activities to promote employee health and wellbeing are arranged throughout the year.***

# Employee Discount Scheme

Permanent Vision employees can now enjoy a wide range of goods and services giving access to a great range of discounts and special offers on food and beverages at Vision operated sites, theatre tickets, rewards and savings from high street retailers (in store and online) and leisure activities.

## Cycle to Work Scheme

The Cycle to Work Scheme is a Government initiative introduced in 2001 to encourage more people to commute to and from work by bike. This initiative is available to permanent staff who have successfully completed their 6 month probationary period and whose salary does not fall below the National Living Wage threshold. The scheme allows staff to make tax and national insurance savings on the cost of a new bike and safety accessories. Savings between 33-48% can be achieved via salary sacrifice.

## The Electric Car Scheme

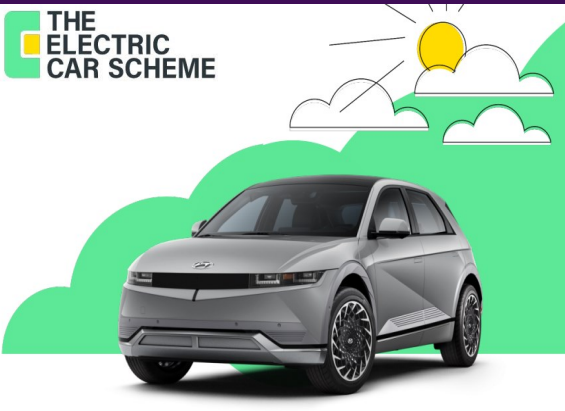
The Electric Car Scheme is a new staff benefit to encourage and help employees access an electric car in the most affordable way via salary sacrifice. Employees can save between 30-60% on the monthly cost of a brand new electric car lease reducing running costs and helping to make a greener choice. This initiative is available to permanent staff who have successfully completed their 6 month probationary period and whose salary does not fall below the National Living Wage threshold. Please note that a Benefit in Kind rate will apply, which will mean that the HMRC will adjust your personal tax allowance each financial year.

## Interest Free Season Ticket Loan

If you travel to and from Vision work sites by train or bus, you can apply for an advance for purchasing an annual season ticket. The advance will then be deducted from your salary in monthly instalments. This allows you to benefit from the discounted yearly rate for rail or bus travel cards.



THE  
ELECTRIC  
CAR SCHEME





# Employee Recognition Scheme

We run a monthly Employee Recognition Scheme to recognise those teams or individuals who have made an exceptional contribution have “gone the extra mile” or shown high levels of customer care or support to a colleague. The scheme will be managed through nominations by Vision staff and will result in a monetary award.



# Funding of Professional Qualifications/Training



We are committed to ensuring that more employees have the opportunity to study for a range of qualifications and/or have access to training to enable continued development within Vision.

We run a corporate training programme to ensure all employees are equipped with the essential training to carry out their duties safely and knowledgeably, complying with health and safety, safeguarding, EDI and data protection legislation.

# Food and Beverage Discounts

Permanent staff are entitled to **up to 40% off** food and beverages at Vision Operated Sites. These sites include the Kenneth More Theatre Bar, the Boathouse at Fairlop Waters, and the kiosk at Christchurch Green.

Staff can also receive **up to 10% off** at The Hardback Café based at Redbridge Central Library, Valentines Mansion Gardeners’ Cottage Café, and Valentines Mansion Gift Shop.



# Health & Wellbeing



Vision is committed to the health and wellbeing of its employees and have partnered up with Westfield Health to provide eligible employees and their dependent children, the opportunity to claim money back (up to set limits) towards the cost of essential healthcare as well as other health and wellbeing services, free access to a GP 24/7, and retail discounts through the **Mosaic Health Cash Plan**. You can even decide to pay to upgrade your plan! As this scheme is considered as a Benefit in Kind, a very small nominal adjustment will be made to your tax code. For basic rate tax payers the cost will be approximately £1.23 per month.

Level		Level 1	Level 2	Level 3
Monthly Employee Upgrade Premium		PAID	£11.68	£22.26
Monthly Additional Adult Premium		£9.99	£21.66	£32.24
<b>Money back on everyday health</b>				
Optical	For you Dependent children*	Up to £65 Up to £65	Up to £130 Up to £130	Up to £195 Up to £195
Dental	For you Dependent children*	Up to £60 Up to £60	Up to £120 Up to £120	Up to £180 Up to £180
Therapy Treatments <small>Physiotherapy, Acupuncture, Chiropractic, Homeopathy, Osteopathy</small>	For you Dependent children*	Up to £250 Up to £250	Up to £500 Up to £500	Up to £750 Up to £750
Dental Accident	For you	Up to £120	Up to £240	Up to £360
Chiropody	For you	Up to £50	Up to £100	Up to £150
Health Screening	For you	Up to £250	Up to £250	Up to £250
Wellbeing and Alternative Therapies <small>Acupressure, Allergy/Food Intolerance Testing, Aromatherapy, Hypnotherapy, Indian Head Massage, Nutritional Therapy, Reflexology, Reiki and Sports Massage</small>	For you	Up to £125	Up to £200	Up to £200
Flu Jab & Vaccination	For you	Up to £15	Up to £15	Up to £15
Prescription charges	For you	2 items	3 items	3 items
Personal Accident cover	For you	Up to £10,000	Up to £20,000	Up to £30,000
<b>Health and Wellbeing</b>				
24 Hour Advice and Information Line including access to My Healthy Advantage <small>Legal, debt, speak to a counsellor and online resources.</small>	For you	YES	YES	YES
Face to Face Counselling/Structured Counselling Sessions <small>Six Sessions</small>	For you	YES	YES	YES
Doctorline™	For you & resident family	YES	YES	YES
Best Doctors®	For you & resident family	YES	YES	YES
Westfield Rewards	For you	YES	YES	YES
Gym Discounts	For you	YES	YES	YES
Togetherall	For you	YES	YES	YES

\* Benefit shared between dependent children

# Emotional Health Support

As a supportive employer, we recognise that our staff are our greatest asset and we are committed to working with our internal and external partners to continuously improve the wellbeing of our employees both inside and outside the workplace.

## Westfield Health Resources



Westfield Health offer telephone counselling support through their 24 hour advice line, access to free 24/7 medical information, counselling and support, as well as guidance across other areas such as financial wellbeing, managing stress and anxiety, and legal information.

ACCESS TO HEALTH AND WELLBEING RESOURCES:
<b>Access</b> 24 hour advice and information line for you, your partner and dependant. Access to counsellors, lawyers/legal information bereavement support, medical information, online cognitive behaviour therapy self-help modules.
<b>Doctorline</b> Speak to a doctor 24/7 over the phone or via webcam. Obtain speedy prescriptions.
<b>Best Doctors</b> Get a second opinion for peace of mind from world leading specialists when you are worried about a medical condition.
<b>Togetherall</b> A safe place to share your worries and concerns with professionals on hand if you need them. All members are anonymous to each other. Courses to help you look after yourself.
<b>Gym</b> Gym Discounts at national and regional locations.
<b>Westfield Rewards</b> Save money on a wide range of retailers: including Asda, Sainsburys, Morrisons, B&M; Marks and Spencers and many more.



## Vision Mental Health First Aiders

If you need to talk to someone or feel you may be experiencing mental health issues, someone is only a phone call away. We have trained Vision Mental Health First Aiders, based in various locations around the borough. Please don't suffer in silence, they are there to help.

**Registered Office:**

Vision Redbridge Culture & Leisure

Redbridge Central Library

Clements Road

Ilford, Essex

IG1 1EA

**Updated: August 2024**