

# Employee Benefits Guide

## A world of opportunities



At the RHS, we want to enrich everyone's life through plants, and make the UK a greener and more beautiful place.



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A career in horticulture has never been more rewarding, attracting a new breed of young gardeners and developing our teams of experienced people.

In this guide you can find details of some of the many benefits that you can enjoy as an employee of the RHS.

“The benefits available to RHS employees and their families are just one way we recognise and thank our people for all their hard work and commitment.

It is with our amazing people that we can achieve the vision of the RHS.

I do hope that you'll take full advantage of the various offers and schemes that we provide.”

Sue Biggs, Director General

## RHS BENEFITS

### Our Shows

You can apply for complimentary tickets for access to all RHS Shows which can also be used by friends and family.

### Our Gardens

Free access to all four RHS Gardens (soon to be five) with your employee photo ID card, plus complimentary tickets to the Gardens for your friends and family (two tickets for full-time employees, one ticket for employees who work less than 20 hours per week).



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You can also gain free access to Kew Gardens and Wakehurst Place on presentation of your RHS employee photo ID card.

20% discount at all RHS Shops and Plant Centres on presentation of your employee photo ID card. Staff discount is also available online and works for [www.rhsshop.co.uk](http://www.rhsshop.co.uk) (except on vouchers & membership) and [www.rhsplants.co.uk](http://www.rhsplants.co.uk) (only for plants, bulbs & seeds). Please use code RHSSTAFF20 on checkout.

50% discount on meals for yourself at all RHS cafés and restaurants on presentation of your

employee photo ID card (excludes alcohol, bottled drinks, ice cream and pre-prepared snack items such as crisps). At RHS Garden Wisley, the discount is not available between 12noon to 2pm, Monday to Friday.

20% discount at RHS Garden Rosemoor self-catering holiday apartments. Available from October to April. To book contact the Visitor Services Manager at Rosemoor.



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### Our Libraries

Free access to the RHS Libraries, reading rooms and opportunities to borrow books and DVDs.

## OTHER RHS BENEFITS

Develop your gardening skills with **free horticultural advice** from our team of horticultural experts.

**Free seeds** are dispatched from late January each year. Make your selections from these seeds list from 1 November to 31 March.

**The Garden magazine** - free every month.

## HEALTH AND WELLBEING BENEFITS

**Employee Assistance Programme** providing free and confidential advice and support to you and your immediate family. Available 24 hours a day, 365 days a year, with face-to-face or telephone counselling sessions. LifeWorks 0800 169 1920

**Occupational Health Referral** for on-going support with longer term health issues, referrals may be made by the People Team to our Occupational Health Provider.

**25 days holiday** per year, plus bank holidays (pro rata for part time employees), with the opportunity to buy five days' holiday or carry forward up to five days to the following year. Holiday increases to 28 days on the anniversary of three years' service and to 30 days on your tenth anniversary.



Where you use a computer as part of your role, reimbursement for an annual **eye test** up to £25 plus a contribution of up to £75 towards glasses or lenses if these are needed specifically for VDU work. To receive the reimbursement, please complete the form on the People Toolkit and submit through the expense system.

**Group Income protection** and **private medical Insurance** are available to senior managers and Directors. For further details email: [peopleservices@rhs.org.uk](mailto:peopleservices@rhs.org.uk)



## FINANCIAL BENEFITS

New employees are automatically enrolled into the contributory **Aviva Group Personal Pension Plan** after three months' completed service on a salary exchange basis if you earn over £21,000 p.a. The RHS will initially match your contribution and will increase this with your length of service, up to a maximum of 10 percent. Further information is available on People Toolkit.

For **advice about your Aviva pension**, call Aviva on 0800 145 5744 or [contactus@aviva.co.uk](mailto:contactus@aviva.co.uk). For any **general advice on pensions**, our benefits broker Aon will be able to help: Mark Hathaway, Senior Consultant 0207 086 9129 / 07980 225095 [mark.hathaway@aon.com](mailto:mark.hathaway@aon.com) or Alan Breen, Associate Consultant 0207 086 9568 [alan.breen@aon.com](mailto:alan.breen@aon.com)

**Life assurance cover** is provided to all employees aged 16 to 75 and pays out three times your annual salary in the event of death in service.

You can apply for an **interest-free travel loan** for your annual season ticket of up to £10k once you have completed your probationary period.



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## FINANCIAL BENEFITS - continued

You can also apply for an interest-free loan to purchase a bicycle in our ride to work scheme. This is provided through a salary exchange basis and can provide tax benefits. To find out more email: payrollservices@rhs.org.uk.

By registering with LifeWorks, take advantage of a range of **discounts** from some of the biggest names in health, leisure, travel, insurance and major high street retailers.

Due to Government changes, you are no longer able to join our childcare voucher scheme. Instead you will need to apply for the new Government Tax-Free Childcare Scheme through the HMRC government gateway: <https://www.gov.uk/log-in-register-hmrc-online-services>. We recognise and celebrate employees' long service milestones with **long service awards**. Details can be found on People Toolkit.

If you refer a friend or relative who secures a permanent or fixed term contract role at the RHS we will pay you a £100 **referral fee** following the successful completion of their probationary period.

## LEARNING AND DEVELOPMENT

At the RHS, we offer a range of learning and development opportunities for employees to enhance their skills and knowledge through personal and professional development.

In addition, we provide:

- Work-related professional qualifications
- Paid-for subscriptions to professional membership as part of your role
- A bursaries scheme to cover the costs of undertaking a wide range of horticultural projects, whether abroad or within the UK

Please speak to your Line Manager for further advice.



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The Employee Benefits Guide is produced by the People Team and updated in February 2021

This guide and information about all our benefits is available from

People Toolkit, Pay and Benefits.