

## **Wages & Benefits Structure: Permanent Contracts**

### **Hourly Rate**

Essential is a living wage employer. Starting wages are £11.20 per hour for all positions, rising to £11.45 upon successful conclusion of probation. There are further pay increases in line with length of service. Pay is also reviewed annually and there may be agreed an annual pay rise.

### **Holidays**

Workers are entitled to 5.6 weeks paid holiday (pro rata) per working year, which includes bank holidays. There are increases of holiday entitlement with length of service: for each full year from the completion of your probation, you will receive an extra 2 days annual leave, up to a maximum 10 additional days after 5 full years of service.

### **Wage Bonus**

Workers may receive a wage bonus, depending on the financial performance of the Co-op and subject to a vote of the membership at a quarterly General Meeting.

### **Pension**

Qualifying workers are automatically enrolled into our pension scheme (NEST). NEST provides an option to choose an ethical pension plan, where they would invest your savings responsibly. If you do not qualify you may make your own arrangements to pay into the pension scheme.

### **Healthcare and Welfare Policies**

Following probation, Essential pays for a healthcare plan, offering workers cover on a variety of health and well-being costs, as well as counselling, remote access to GP services, and online support. Workers are also included in group insurance policies including life insurance, critical illness cover, and income protection.

### **Membership Loan**

Membership requires the investment of £500 into the Co-op. This is done by an automatic deduction of £5 per week (pro rata) from wages after probation. Interest of 6.5% (subject to review) is paid out annually to members on their investments. Members may also borrow against the balance of their investment at an interest rate of 10%.

### **Cycle to Work scheme**

After probation, workers are entitled to use Cycle to Work scheme for bikes up to £1000.

### **Enhanced Maternity and Paternity pay**

Maternity pay is paid at the equivalent of 100% of weekly wage for the first 9 weeks of Maternity leave, followed by SMP. Paternity pay, equivalent to 100% of weekly wage, is paid for 3 weeks.

### **Staff Discount**

Workers are eligible for a discount of 25% at the Harvest shops and up to 20% on items purchased from the warehouse.

### **Boots and clothing allowance**

Qualifying warehouse workers are entitled to an allowance to purchase work clothing and safety boots.

### **Opportunities for training, personal and professional development**

Essential are committed to the co-operative principles and values, including training and development. The Co-op has a significant training budget and workers are encouraged to undertake training and development opportunities.

## **Wages & Benefits Structure: Temporary Contracts**

### **Hourly Rate**

Wages are £11.20 per hour. Pay rates are reviewed annually and there may be agreed an annual pay rise

### **Holidays**

Workers are entitled to 5.6 weeks paid holiday (pro rata) per working year, which includes bank holidays. For the first 6 months of employment holiday is accrued.

### **Pension**

Qualifying workers are automatically enrolled into our pension scheme (NEST). If you do not qualify you may make your own arrangements to pay into the pension scheme.

### **Wage Bonus**

Workers may receive a wage bonus, depending on the financial performance of the Co-op and subject to a vote of the membership at a quarterly General Meeting.

### **Staff Discount**

Workers are eligible for a 25% discount at the Harvest shops, and a discount of up to 20% on items purchased from the warehouse.