



EMPLOYEE BENEFITS



CONTENTS

Introduction	3
Compressed Working Week	4
Holiday	5
Flexible Working	6
Holiday Purchase/Buy Back Scheme	6
EOT Bonus	7
(Employee Ownership Trust)	7
Pension	7
Salary Exchange	8
Professional Subscriptions	8
Maternity and Paternity	9
Tax Free Childcare	9
Death In Service	10
Health Cash Plan	11
Private Medical Insurance	11
(Directors, Associate Directors and Associates Only)	11
Employee Assistance Programme	11
Bereavement Counselling & Probate	11
Smart Health	12
Cycle To Work Scheme	13
Team Socials	13



Introduction

At FPCR our purpose is to create great places for people, by design and management of the environment for the better. We have been striving to do this for over 65 years, and there are many successful, diverse places around the country, that have benefited from our input.

Our Values shape the way we operate;

Respect people – Those that experience the environment we create, those we work for and with, and the valued members of our own team.

Improve the Environment – Find solutions that benefit people and place. Sustainable development is at the heart of everything we do.

Commercial Reality – We understand the need for solutions to be economically successful, if they are to be realised.

Develop and Grow – We are constantly looking for new and better ways to do our work, to benefit clients, the environment and the team.

Our culture has developed from our values and purpose. We respect all members of our team, and aim to provide an environment where everyone can flourish professionally. We are proud that many members of our team have been with us a long time, because the practice has allowed them to grow and develop. As well as producing great work, we want our team to love coming to work each day, to enjoy themselves with colleagues in and out of work. This brochure brings together some of the ways we can support people and provide a good work/ life balance, underpinning our values.

Compressed Working Week

This arrangement allows team members to who work five days per week with days of equal length to work their hours through 4.5 days in a working week, or 9 days in a fortnight, or 18 days in a 4 week period, within the same calendar month. A pro-rata arrangement applies to those working part-time. The scheme provides flexibility as to when the work is done.

The non-working time would be agreed with your team leader. This may be a fixed day/ afternoon etc, or may be flexible and vary from week to week.



**FPCR are one of
the UK's longest
established and
most successful
Environmental
Design Practices**



Holiday

If you work a 5-day week, you are entitled to 25 days holiday plus bank holidays. For part time team members, pro rate holiday allowances apply. With a compressed working week this arrangement for your holiday is unchanged.

Flexible Working

Flexible working is possible, around the core hours. The core working hours are between 9.30am and 4.30pm, allowing for a lunch break of up to 2 hours (minimum lunch break time 30 minutes). Separate arrangements apply for ecologists during the survey season.

Holiday Purchase/Buy Back Scheme

It is possible to purchase up to 5 days additional holiday each year, or to sell back up to 5 days of holiday to the practice if unused.





EOT Bonus

(Employee Ownership Trust)

Subject to the success, of the practice a tax free EOT bonus can be paid to all team members up to £3,600 per year. This is subject to the criteria for the scheme at the time.

Pension

FPCR offers all team members access to our Group Personal Pension. You will be automatically enrolled in the Pension Scheme after completing three months employment.

However, if you do not meet the criteria to be automatically enrolled, we'll let you know separately. FPCR will contribute 3% towards your pension, providing you contribute at least 5% of your pensionable salary into the scheme. The pension offers you a wide choice of investment funds and you can seek free guidance from our pension advisers at the time of joining. FPCR provide an annual review of the scheme with all members. You will also have access to an online planning tool to help you manage your retirement savings.

The pension scheme is with Aviva who plan to become a Net Zero carbon emissions company by 2040 –one of the most demanding targets of any major insurance company.

Salary Exchange

FPCR offer a scheme of salary exchange. Salary exchange is an arrangement whereby an employee gives up an amount of gross salary equal to their gross pension contribution (the pension contribution after basic rate tax relief has been added).

This amount is then paid, by the company, into the individual's pension plan as an employer contribution along with the existing employer contribution. This benefits individuals in that you will not be paying Employee National Insurance on the contribution you have exchanged. You can opt out of this arrangement if circumstances no longer suit.

Professional Subscriptions

FPCR encourages all its team to be actively engaged in their own professional development. Following successful completion of your probationary period, FPCR covers your subscription to the relevant professional body such as:

- The Landscape Institute
- The Institute of Chartered Foresters
- Chartered Institute of Ecology and Environmental Management
- Institute of Environmental Management and Assessment
- RIBA
- Royal Town Planning Institute



**Landscape
Institute**



RIBA 



IEMA





Maternity and Paternity

FPCR provide 8 weeks of full pay, with statutory maternity provision after that. We provide 2 weeks of full pay paternity leave. Shared parental leave is available and has been used by members of the practice.

Tax Free Childcare

All FPCR Team members are eligible to apply for the Governments Tax-Free Childcare. This means you can receive up to £500 every 3 months (£2,000 a year) for each of your children, to help with the costs of childcare.

Death In Service

All permanent team members are offered a Death in Service scheme. The amount of cover that will be provided is equal to 4 times your pensionable salary and will stay in force for the duration of your employment with FPCR. You can nominate your beneficiaries from the scheme.



Health Cash Plan

Cash Plan

FPCR provide a BUPA cash Health Plan, which reimburses you for a range of costs associated with medical and health issues.

BUPA Employee Assistance Programme (EAP)

The Bupa Employee Assistance Programme is a confidential support service that is available 24 hours a day, 365 days a year and includes access to:

- a telephone helpline
- a specialist legal helpline
- a specialist financial helpline
- online resources

Online Health Check

This service, is an online wellbeing portal which provides a lifestyle score with recommendations and access to online coaching and support tools.

BUPA Anytime Healthline

This service, available 365 days a year offers 24-hour access to health information and guidance on almost any health-related issue, ranging from symptom advice and travel vaccinations to first aid queries and lifestyle changes. A team of experienced, specially trained nurses are on hand to answer all your queries.

Private Medical Insurance

(Directors, Associate Directors and Associates Only)

Private medical insurance is available for these members of the team, and covers private medical care, if there is more than a 6 week wait with the NHS.

Employee Assistance Programme

An employee assistance programme is available through "LifeWorks" for all team members. This scheme offers support with mental, financial, physical and emotional well-being. Whether you have questions about handling stress at work and home, parenting and childcare, managing money, or health issues, you can turn to LifeWorks for a confidential service.

Bereavement Counselling & Probate

Bereavement Counselling

A completely confidential service offering bereavement counselling. The service includes 24/7 unlimited access to the bereavement helpline and up to four face to face sessions with a qualified counsellor.

Probate Helpline

A completely confidential probate helpline available Monday to Friday 9 am to 5pm. There is unlimited access to the helpline, with guidance on legal issues associated with bereavement.

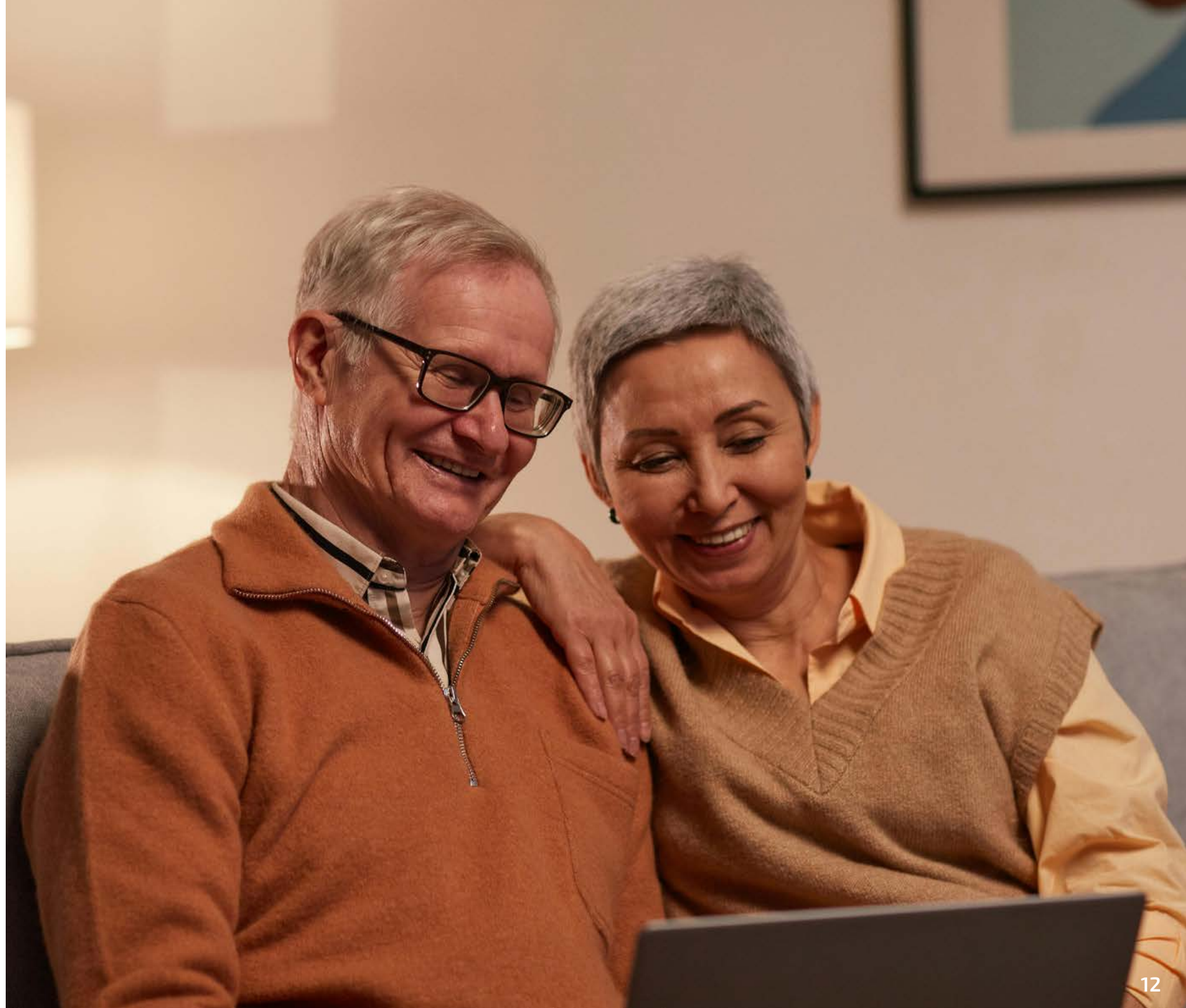


Smart Health

All Smart Health services are available on the Smart Health app.

- 24/7 online GP
- 24/7 mental health helpline
- Mental health support
- Second medical opinion
- Nutrition advice
- myStrength app
- Fitness plans
- Health checks
- Legal and financial support

It's available for all employees, partners and any children up to the age of 21.





cyclescheme.co.uk



Cycle To Work Scheme

FPCR provide an employee benefit scheme that saves 20-40% on a bike and accessories. You pay nothing up front and the payments are taken tax efficiently from your salary.

Details are available on <http://www.cyclescheme.co.uk/1bece6>

Team Socials

Social events are held though the year and generally include a Christmas party and a summer event, along with other smaller sports and social events. We welcome everyone to the social events.

FPCR ENVIRONMENT & DESIGN

FPCR are extremely versatile because of their combined long term expertise across a huge range of varied projects. The diverse integrated team thrive on complex and challenging schemes, ranging from the restoration of historic landscaped parks to the masterplanning of 21st century garden villages. We are happy to explore any opportunity. For more information, please see our website or contact us by email or telephone.



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