

Giving you

MILES MORE

Everything you need to know about
your employee benefits





Welcome to **MILES MORE**

Your one-stop shop for your employee benefits

We want to make National Highways a great place to work – where people feel valued.

We want to recognise and reward colleagues for a job well done and attract the best talent to work with us.

We do this in lots of ways – through the work we do, the communities we support, and by creating an inclusive culture where everyone can be themselves.

That's why keeping our people motivated is so important. Which is where Miles More comes in.

Miles More captures our benefits at a glance. It brings together everything we do to help you find a better balance in your work and home life, to look after your physical, mental, environmental and financial wellbeing – and to make sure your contribution is recognised.

I hope you find this information useful and discover that there's Miles More to working for National Highways than you realised!

A handwritten signature in black ink, reading 'E. M. Billington'.

Elaine Billington
Chief People Officer
National Highways

Giving you precious time together

Maternity, paternity, shared parental and adoption leave, flexibility for carers.



Helping you get a better balance

Generous annual leave, a holiday trading scheme, flexible working and hybrid working options.



Looking out for you

The Employee Assistance Programme (EAP), a free health and wellbeing app, mental health and occupational health support, eye test and care concierge service.



Recognising your contribution

High5, Performance Related Pay (PRP) and long service awards.



MILES MORE

Your benefits at a glance

Money Matters

Pensions, life assurance, Extra Mile discounts, financial wellbeing support, a discounted health cash plan, additional childcare costs and holiday playscheme.



Helping you go green

Cycle to Work, Green Car schemes and season ticket loans.





Giving you precious time together...

because some things are worth more than money

Any parent or carer knows that there's one thing that money can't buy – and that's time with those we love.

We take family leave seriously. Wherever we can, we support employees to balance their work and home lives through family-friendly arrangements.

These include:

- enhanced maternity leave and pay. Colleagues are entitled to 52 weeks of maternity leave. Subject to eligibility criteria, the first 26 weeks of ordinary maternity leave will be on full pay, and then the 26 weeks of additional maternity leave are made up of 13 weeks of statutory maternity pay, and 13 weeks unpaid
- paternity and partner leave and pay. We offer three weeks (15 days) of paternity/partner leave with full pay
- enhanced adoption and surrogacy leave and pay. We offer 52 weeks of adoption and surrogacy leave in line with the maternity leave and pay arrangements outlined above
- enhanced shared parental leave and pay. Shared parental leave provides a way of sharing maternity or adoption leave and pay between parents/partners
- unpaid parental leave. Unpaid parental leave is part of our wider family friendly policies
- support for colleagues who are carers.



What do our colleagues say?

"I needed to work flexibly when my daughter was very young, but at the same time provide care for my father who had dementia. National Highways was fantastic at talking me through my options and then letting me work flexibly – without this support I wouldn't have been able to manage what I was doing at the time. What's more I have always felt valued and recognised for my contribution at work. Even though I work part-time, I have had three promotions and I don't feel my circumstances have held me back."

Helen Jackson, Health, Safety and Wellbeing Project Manager

"Being a carer is like having a second full-time job. Our eldest son has learning difficulties and requires frequent hospital appointments so being able to work flexibly and react to unexpected challenges is important. National Highways provides support through flexible working and special leave, as well as a dedicated Carers Network which is why I value working here so much. Having an employer that understands the flexibility carers need is hugely valuable and really does allow that work/life balance. Without that support it could be so much harder and stressful."

Richard Bates, Category Manager



Looking out for you...

helping you feel at your best

We take health and wellbeing – including mental health – seriously.

Being supported, happy and engaged at work means it's better for you – and for us too! It's why as part of your benefits package you get access to:

- a free Employee Assistance Programme (EAP) helpline which provides employees with unlimited 24/7 access to confidential support and advice to help with personal and work-related issues
- a free health and wellbeing app, with unlimited 24/7 access to free, confidential health and wellbeing tools
- mental health and occupational health support, including where appropriate access to short-term counselling or physiotherapy. Plus, trained mental health first-aiders for those times you just need a listening ear
- up to £100 contribution towards cost of eye tests and DSE specific eyewear
- free vouchers for flu jabs (subject to availability)
- up to three days leave for volunteering every year, giving you the chance to give back to and support your community
- access to the Care Concierge service through Legal & General offering free, confidential guidance and resources to help you and your loved ones find care support.

What do our colleagues say?

"I am a STEM ambassador for the company. Volunteering days mean I can make a difference beyond the day job and help promote STEM careers in the community. Currently, I volunteer at a local junior school supporting the school's CODE Club which teaches pupils the fundamentals of digital programming languages and platforms. It's extremely rewarding watching the children's knowledge develop through the activities volunteering time makes possible."

Jason Sage, Performance Analyst, Digital Services



Money matters...

helping to make your money go further



Most of us would agree that having money is important – but so is using it wisely!

As well as helping you get more from your money, your benefits package also offers advice on how to take care of it.

You get:

- to enjoy a high-quality pension plan with generous contributions to help you save for retirement
- life assurance cover so your loved ones are cared for should the worst happen
- Extra Mile discounts from big-name brands
- a financial education offering that includes free-to-join webinars on pensions, credit, debt-management and more
- a discounted health cash plan for you and your family
- support with additional childcare costs, so you're not out of pocket if unforeseen circumstances mean a change in your working pattern
- contributions towards the cost of holiday playschemes for school-age children.

What do our colleagues say?

"The Financial Wellbeing webinar I joined was so useful, particularly for someone like me who is quite young and learning how to manage my finances.

It was really well presented and inclusive to everyone's experiences and backgrounds. I learnt many important things that I wish were covered when I was in school. Sessions like these are great because dealing with finances can be a big source of anxiety for people and I went away from the session feeling better about how to manage mine."
Ryan Morris, Apprentice Project Manager



Helping you get a better balance...

it's not all work and no play

We've already mentioned that as a company, we take your health and wellbeing seriously.

We also believe that the key to wellbeing is a sensible balance between work and home life. That's why your benefits package includes:

- a generous annual leave scheme, starting at 26 days a year plus bank holidays and going up by a day for every year you're with the company to a maximum of 31
- a holiday trading scheme that allows you to buy or sell up to 37 hours of annual leave a year, giving you even more flexibility to rest and recharge
- a range of flexible working options that help you strike a better balance between your work and home life
- depending on your job role and the needs of the business, our hybrid working policy allows you to split your time between your workplace location and home.

What do our colleagues say?

"When I got married three years ago, I was fortunate to have the option to purchase additional holiday days. Those extra days gave me peace of mind, allowing me to handle any wedding-related emergencies without worrying about using up all my annual leave.

I'm really glad that National Highways offer this benefit. This year, two of my closest friends are getting married and having hen dos, and I plan to take full advantage of this arrangement to help plan and attend these...and then recover from them!"
Lydia Hocking, Pension and Reward Specialist



Recognising your contribution...

more than just a pat on the back

We all like to be recognised for the contribution we make. Sometimes a simple 'thank you' is enough – but it's always nice to get a little more.

We offer you:

- the easy-to-use High5 platform which allows you to recognise your colleagues – and be recognised yourselves – for those 'above and beyond' moments
- the chance that your High5 might be upgraded with High5 vouchers
- a chance to share in National Highways' success through our annual performance-related pay (PRP) scheme
- a long-service awards programme recognising key career milestones, from 10 years' service and beyond.

What is the High5 platform?

High5 is our employee recognition scheme. Anyone can recognise or thank anyone across the company for doing something linked to our five values – safety, teamwork, ownership, integrity and passion. As well as this recognition, financial rewards are up for grabs. High5 points are given to those that have gone above and beyond, and these can be redeemed as retail vouchers.

What do our colleagues say?

"I'm relatively new to National Highways and love the High5 platform! I have more than 20-years' experience working in public and private sector organisations, and I have never seen a platform like it in any of the other companies I have worked. It's easy to use, intuitive and it really does make your day when you receive one. As a People Manager, I rely on the tool to give recognition when my colleagues have really gone over and above. It is the perfect complement to verbal praise and is something colleagues can record, which makes it that little more memorable and impactful than a "thank you" in a conversation."

Donna Lloyd, Senior Leader & People Manager



Helping you go green...

better for you, better for the planet

Our company is committed to reducing its carbon emissions, but there's a lot we can do as individuals, too.

Your benefits package can help you choose a greener, more carbon friendly lifestyle:

- a Cycle to Work scheme that helps you get a bike and accessories worth up to £3,000
- a green car scheme that helps you make savings when you lease a fully electric or hybrid vehicle
- season ticket loans to help you spread the cost of train travel.

Cycle to Work

Our cycle to work scheme allows you to give up some of your gross salary (before tax) in exchange for a new bike and/or cycle safety accessories. Our scheme offers lots of choice, including top cycling brands, so there's something for everyone. Using the scheme can help you choose a more sustainable way of getting to work and can improve your health and wellbeing at the same time!

What do our colleagues say?

"It's a really great perk the company offers. The choice through the scheme partner is huge so you're not going to struggle to find what you're after with this budget. I've come away with a really good e-bike.

"When I'm on my bike, I'm happy. It's a fantastic way to clear my head, de-stress and get some time outdoors too. It's really changed my life for the better so I'm keen for colleagues to look into this scheme and see if they can get the same out of it."
Michael Capstick, Safety and Improvements Engineer





Find out more



All the background information you need about our wider benefits package is available on our HR Zone, including:

- **health and wellbeing**
- **pensions**
- **family-friendly leave**
- **support for carers**
- **flexible working**
- **hybrid working**
- **annual leave and holiday trading**
- **financial wellbeing**
- **green car scheme**

...and more!

