



Hive Benefits



Contents

Leave

* Up to 32 days paid leave + bank holidays per year

Compassionate leave

Two paid volunteering days per year

13 weeks' paid maternity and adoption leave, followed by Statutory Maternity/Adoption Pay (SMP/SAP)

Three weeks' paid paternity leave

Wellbeing

£25 monthly physical wellbeing allowance

Subscription to Headspace

Medical Cover

Salary Sacrifice

Cycle scheme

Car scheme

Tech scheme

Other

£150-a-month work-from-home allowance

* Pension contributions matched at 5%

Remote First and Flexible Working

Leave



*** Up to 32 days paid leave + bank holidays per year**

The headlines:

- Up to 32 days leave
- Eight bank holidays (usually)
- Up to 6 additional ‘Life Is Short’ days which are to be taken three per each six months
- Up to five days’ of unused contractual leave can be carried over into the new calendar year, but must be used in the first quarter of that year
- At least five days’ of annual leave should be used each quarter to reduce the risk of burnout
- We encourage everyone to take at least one two-week period of leave per year to fully switch off

Having time away from work is important. We all need to switch off and decompress every so often—and what’s good for our people is good for our business. That’s why we give you up to 32 days of annual leave each year not including the eight bank holidays.

And on top of that, because Life Is Short, we’ve decided to help you make the most of it. So we also offer an additional three LIS days per six months, taking the grand total of leave to 40 days per year (unless the monarch dies, gets married, has an existential crisis, etc).

Compassionate leave



The headlines:

- One week of fully paid leave following the death of an immediate family member
- Other paid or unpaid compassionate leave is at your manager's discretion
- Our Time off for dependants policy, should you need to deal with any sudden or unexpected problems. Dependants are: a partner, a child or a parent living with you who relies on you for assistance. Including but not necessarily limited to:
 - Sudden illness, ongoing, sickness or injury of a dependant
 - To make arrangements for the care of a sick or injured dependant, or to make arrangements to deal with any unexpected disruption to existing care arrangements
 - To deal with an unexpected incident involving your child during school hours

Dealing with bereavement or challenging personal circumstances can be difficult. Most—if not all—of us will experience it at some point in our career and will need to ask for time off to grieve and to deal with any problems. If and when that happens, we'll do everything we can to support you through those difficult times with empathy and compassion.

Two paid volunteering days per year



The headlines:

- Two Corporate Social Responsibility (CSR) days per year to be used to volunteer for something beneficial for the greater good, like charity work, building something for a school, etc.

By including CSR days in our benefits package, we're hoping to empower and encourage everyone at Hive to use the corporate resources at our disposal to do some extra good. These paid volunteering days are here to help others less fortunate than ourselves.



13 weeks' paid maternity and adoption leave, followed by Statutory Maternity/Adoption Pay (SMP/SAP)



The headlines:

- Full pay for 13 weeks, followed by 26 weeks of SMP/SAP at the current statutory rate with the option to a further 13 weeks unpaid leave to a total of 52 weeks
- As long as you've worked for Hive continuously for 26 weeks up to the 15th week before the expected due date and you have worked for the company for 26 weeks at the week you get matched with a child you are eligible
- The earliest maternity leave can be taken is 11 weeks before the expected due date or 7 days notice from the date you receive your matching certificate
- 10 paid 'Keeping In Touch' (KIT) days over the duration of your maternity /adoption leave
- You're entitled to take an additional 18 weeks of parental leave per child up until their 18th birthday, but this will be unpaid and is limited to four weeks per year
- Hopefully this will never happen, but maternity leave is also available in the tragic event of a stillbirth (after the 24th week of pregnancy) or if the baby dies shortly after birth

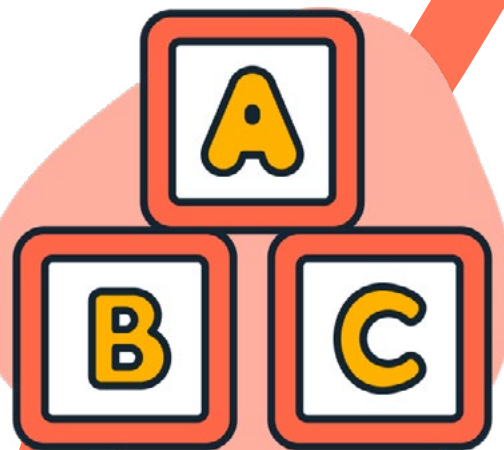
Bringing a new life into this world is an incredible and demanding undertaking. To support you in that, we offer up to a full year of time off so you can fully focus on your new arrival and come back to your role when you're ready to.

Three weeks' paid paternity leave



The headlines:

- We are flexible on how you take your leave, however, for continuity leave must be taken in one week blocks. Statutory legislation means leave must be used within 56 days of the birth of the baby or the date the child is placed with you
- As long as you've worked for Hive continuously for at least 26 weeks, you're eligible
- You're entitled to take an additional 18 weeks of parental leave per child up until their 18th birthday, but this will be unpaid and is limited to four weeks per year



Wellbeing



£25 monthly physical wellbeing allowance

The headlines:

- £25 will be added to your monthly salary to go towards your physical wellbeing
- This can be spent however you feel is best to help you stay fit and healthy

We care about our people, and we know how important our employees' physical health is when it comes to maintaining a happy and thriving workforce. So we're more than happy to pay £25 a month to cover at least some of the costs of your gym membership, golf fees, sports team subs, physio treatments, or whatever else you spend money on to stay fit and healthy.

Subscription to Headspace



The headlines:

- A free subscription to Headspace (usually £9.99 a month)
- Headspace is an app packed full of science-backed meditation and mindfulness tools to support your mental wellbeing

Your mental wellbeing is equally as important to us, as your physical health. And we reckon Headspace is probably the best tool out there for maintaining mental wellbeing, so we thought we'd give all our people access to this amazing resource. But if you'd like a more personal touch, then we also have a team of mental health first aiders at Hive (identifiable by the green heart on Slack and CharlieHR) who you can reach out to at any time.

Medical Cover



The headlines:

- Dental check ups
- Physiotherapy
- Optical care
- Discounted gym membership
- Health screening
- Complementary therapies
- And more

At Hive, we understand the importance of your health. Which is why we've put a lot into getting the most from our medical cover offer. If you choose to take out our healthcare cash plan, you can claim back certain healthcare costs for yourself and up to four dependent children.

You'll also get access to deals and cashback on shopping and travel, a range of wellbeing tools, and 24/7 health and stress helplines. We have 2 opt-in periods throughout the year for the healthcare cash plan - so if this sounds like something you want to take advantage of, you can do so throughout January and July.

*If you do choose to opt for the healthcare cash plan, you will sacrifice 2 LIS days.

Salary sacrifice



Cycle scheme

The headlines:

- Hive employees can buy bikes and some other bike-related kit through [Cyclescheme](#)
- The cost of the purchase will be deducted from your salary
- Because your salary will therefore be lower, your tax and national insurance deductions will be reduced—which is why salary sacrifice is more cost effective than being paid the money and then spending it on a similar purchase

Cycling is good for the planet, good for your body and good for your soul! So we want to encourage and support you to get pedalling by making it cheaper to buy all the necessary kit.

Car scheme



The headlines:

- Hive employees can buy cars through [Fleet Evolution](#)
- The cost of the car will be deducted from your salary
- Because your salary will therefore be lower, your tax and national insurance deductions will be reduced—which is why salary sacrifice is more cost effective than being paid the money and then spending it on a similar purchase
- Works out particularly cheap if you go for a hybrid or electric vehicle

Cars aren't cheap, but they're a necessity for many of us. With Hive's car scheme, you can get your hands on a brand new motor for much less than you'd pay in a dealership thanks to salary sacrifice. And if you're up for saving the planet, then you can get a really great deal.

Tech scheme



The headlines:

- Hive employees can buy tech through [Techscheme](#)
- The cost of the tech will be deducted from your salary
- Because your salary will therefore be lower, your tax and national insurance deductions will be reduced—which is why salary sacrifice is more cost effective than being paid the money and then spending it on a similar purchase

As a SaaS business, it's no surprise that a lot of us identify as techies. So when you're looking for your next laptop, camera, phone, console, or whatever else—save yourself some money by using our tech scheme.

Other



£150-a-month work-from-home allowance

The headlines:

- £150 added to every employee's payslip every month
- Regardless of how often you actually work from home

To tackle the rising cost of bills and other expenses related to work, we decided to give our people a little financial support so nobody has to worry about what they're spending on heating, electricity, transport or anything else.

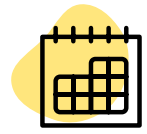
* Pension contributions matched at 5%

The headlines:

- Offered through [the Peoples' Pension](#)
- Pensions are optional—so you can opt out of them
- If you don't opt out, then you must contribute 5% of your salary towards your pension
- Hive will then match that and contribute another 5% towards your pension

Hive has an obligation (but also a desire) to help you save towards your retirement. That's why we're committed to matching your 5% contribution—to help you build a healthy nest egg over the course of your career with us.

Remote First and Flexible Working



The headlines:

- As long as you perform to the level expected and are available for any necessary meetings, you can work flexibly
- Work from the office, your home, or the other side of the world if that's what you fancy (for a period of up to 12 weeks, subject to in-country due diligence)
- Log on early, take a long lunch, or burn the midnight oil—whatever your preferred working pattern is
- If you need to nip out to pick up the kids, go to an appointment, or take a stroll on the beach then go for it—as long as you make up that time later

Our culture is built on trust and autonomy, which is why we created the Hive Remote First Policy alongside our Flexible Working Policy — so you can choose how you want to work. Having said that, there is a clear way to structure and communicate our working practices to make sure it suits ourselves, our teams and the wider business.

Remote First gives you the option to Roam and work from anywhere in the world. So you can ship yourself off to wherever you fancy and, as long as you have an internet connection and have agreed on your modified working hours, you can still continue with your day job.



The benefits with an asterisk next to them are contractual, however, all other benefits contained in this document are non-contractual and may be altered or removed at any time at the discretion of the company.

So there you have it.

We'll be keeping on top of our benefits package by regularly surveying and tweaking it here and there so it can continue to be as relevant, useful and valuable as possible. And if you want any more information on any of the benefits or talk about other things you'd like us to consider including in the package, just get in touch with the People and Culture team.

Entitlements within this document will be pro-rated for part-time employees.