



**Brighton and Hove Community Housing CIC**

**REGULATIONS & POLICY**

FOR

**WORKER  
RIGHTS**

<https://www.bhchousing.org.uk>

Community Interest Company Registration Number 09630201

# WORKER RIGHTS

## 1. Equal Pay and Benefits

- 1.1 All workers will be paid the same hourly rates.
- 1.2 All workers are entitled to the same benefits.

## 2. Hourly Rate

- 2.1 The base hourly wage is set at the main minimum hourly wage plus 40%. The wage will be effective from 1<sup>st</sup> July each year. This policy comes into effect on 1<sup>st</sup> July 2022.
- 2.2 The % above the main national minimum hourly wage may be raised or lowered with Members' Approval, subject to agreement from a majority of current workers.

## 3. Hours of Work

- 3.1 Full-time employment is 32 hours per week.
- 3.2 Additional hours of work are paid at higher rates based on the number of additional hours worked in a week.
  - a. The 1<sup>st</sup> 4 hours of overtime is paid at 1.25 x base hourly rate.
  - b. Over 4 hours up to 8 hours is paid at 1.50 x base hourly rate.
  - c. Overtime beyond the first 8 hours is paid at 2.00 x base hourly rate.

## 4. Holiday Pay

- 4.1 All workers will receive 5 weeks of holiday with full pay per year.
- 4.2 Overtime paid for the preceding 12 weeks will be used to calculate a mean average, in which to enhance basic holiday pay.
- 4.3 Workers will receive an additional bonus of 1 week of holiday pay per year if each day of sickness is provided for by a doctor's certificate or public authority health advice and there is not unauthorised but unjustifiable absence.
- 4.4 For each day of sickness not covered by a doctor's certificate or public authority health advice, and for each day of unauthorised but unjustifiable absence, 1 day will be deducted from the bonus.

**5.     Sickness Pay**

- 5.1     Days of sickness covered by a doctor's certificate, or public authority health advice, will be paid at full rate, including an average of over-time pay of the preceding 12 weeks, prior to the 1<sup>st</sup> week absence due to sickness began.
- 5.2     Days of sickness not covered by a doctor's certificate, or public authority health advice, will have a pay of 0.75 x base hourly rate, without allowance for overtime.
- 5.3     A continuous period of 6 months of absence due to sickness ends the contract of work, unless authorised plans are in place to return to work.

**6.     Engagement and Trade Unions**

- 6.1     The Company will not interfere with the Company's workers joining a trade union of their choosing.
- 6.2     The Company will engage, listen to, and co-operate with all workers and their trade union representatives.