

### **Welcome to Audit Wales**



Adrian Crompton is the Auditor General for Wales; his role is independent of government and as head of Audit Wales, he oversees the annual audit of some £20 billion of taxpayer's money. Adrian has introduced many steps including staff inclusion within senior meetings and recruitment to ensure that all voices are heard and to create an inclusive, model organisation.

Adrian regularly keeps everyone informed and included with email and vlog communications, webinars and hub updates on upcoming business changes and future business priorities.







Click here to view Adrian Crompton's welcome video

Underpinning our Audit Wales activities are the behaviours and values which reflect the culture we want for our organisation. We are committed to building a positive culture and striving to make Audit Wales a great place to work. Our Living our Great Behaviours document illustrates the behaviours which are important to us and offers some examples of how those behaviours could be demonstrated. We encourage individuals to celebrate those who live our behaviours and act as role models for others as well as challenging behaviours that we feel do not reflect the culture we are aspiring to achieve. How we do something is equally as important as what we do.







Living our Great behaviours



**Workforce Strategy** 



IT – On joining us, you will be inducted by our IT team and receive a laptop and Microsoft teams/Skype equipment to ensure you can work flexibly wherever you need too. Contact the IT team with any queries or IT issues you may have, they are always happy to help and support you.

**Induction** – You'll be introduced to all departments across the organisation, start to deliver your role and begin to unleash your Audit Wales potential with support from your line manager, colleagues and Learning and Development.

**Linked** in Learning

You will also have access to Linkedin Learning and be able to upskill via individualised learning pathways.



# Health and personal wellbeing

We want our staff to feel valued and psychologically safe while employed by Audit Wales. We will support our people when they are experiencing difficulties. We offer an Employee Assistance programme through Care First. Care first employ professionally qualified Counsellors and Information Specialists, who are experienced in helping people to deal with all kinds of practical and emotional issues such as Wellbeing, family matters, relationships, debt management, workplace issues, and much more.

We work with an external provider, <u>CM Talent</u> to provide staff with resources, information, and coaching to assist them with their constantly changing work life balance and when managing caring responsibilities for sick & elderly relatives and children. This coaching can also support with managing the challenges of family life, as well as when staff have new relationships and are blending families, or are going through the adoption process or are fostering.

Working parents coaching – We work with <u>Career Mums</u> to support working parents, get to grips with managing work and family responsibilities to help families thrive.

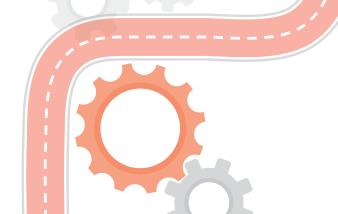


If you're a full-time member of staff, our annual leave entitlement gives you 33 days' annual leave plus eight days' public holiday each year. (prorated for part-time employees)

## **Cycle Loans**

We offer interest-free loans, of up to £2,500, for the purchase of bikes. Not only are we supporting the reduction of our carbon footprint but also supporting your long-term health too.





# **Career pathways and professional development**

Audit Wales is committed to investing in the learning and development of all staff and recognises how crucial this is to its long term business success. As a full time member of staff, you will have an allocation of up to 10 days per year to participate in learning and development activities (prorated for part-time employees).



We recognise that careers are no longer linear and our priority is for our staff to be the best that they can be and be supported to explore their individual career ambition and unleash their potential.



As a learning organisation, we believe that by embedding the 70,20,10 approach to learning within our organisation, it will make for more meaningful learning experiences and enable us to achieve our vision.

We are continuing to embed a culture of coaching and have adopted the OSCAR model as the organisational coaching model to ensure a consistent approach to coaching.

We have established our own Audit Wales mentoring and reverse mentoring programme where staff can become mentors or request to be matched with a mentor.

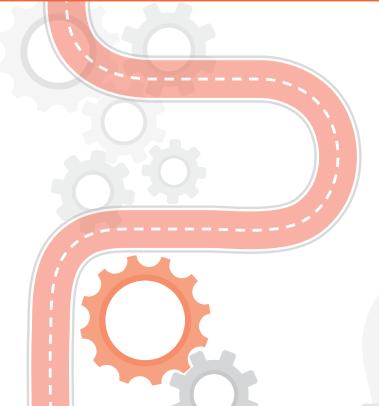
### **Professional Subscriptions**

Our commitment to your professional status is demonstrated by paying your annual professional subscription. The amounts will vary depending on each bodies' membership levels.









## **Family Friendly**



We engage with our staff and learn from their experiences. In the spring of 2018, our Performance Auditor Gareth and his wife set out on their adoption journey. Gareth felt that the support and flexibility shown by Audit Wales during the adoption process and the ongoing

support has been invaluable to his family as they have grown with the addition of their sons in the summer of 2019. Gareth's shared experience has meant that he has been able to influence the reshaping of the new Adoption Policy to more accurately reflect the adoption process.

### **Childcare Vouchers**

You could be between £590 - £930 better off a year, by paying for your childcare through the salary sacrifice scheme.

#### **Rewards scheme**

Our **Audit Wales Rewards scheme** allows you to get discounts on high street shopping, groceries, travel, eating out, cinemas and attractions. You will be able to access these discounts using a discount card or digital card via the app.

## **Civil Service Sports and Leisure**

Audit Wales staff alongside other organisations in the public sector (Police, NHS and other Local Authorities) are eligible to join **CSSC Sports and Leisure** (previously the Civil Service Sports Council). CSSC is a not for profit organisation and is available to all employees and costs just £4.25 per month (paid individually by Direct Debit) which gives you access to free entrance to CADW sites for 2 adults and 3 kids (Sites range from Caerphilly Castle, Castell Coch and Tintern Abbey to Caernarfon, Harlech, Conwy and Beaumaris Castles in the north of Wales) discounts on sporting activities, discounted cinema tickets and lots more.



Did you know that at Audit Wales, we have something called '**Holiday of a lifetime**'? By building up annual leave over a period of years, staff can take an extended holiday on full pay which could be the perfect trip to Disney World with the

family or going on a back packing trip around the world!

## **Communication**

### Welsh

The Welsh Language is important to us and there's a lot of activity in Audit Wales to promote it. The Welsh Government has a target of reaching a million Welsh speakers by 2050 which we wish to help them achieve. We employ a Welsh Language Officer whose job is to make sure we adhere to the Welsh Language Standards but also encourage people learn Welsh and use it day to day with colleagues during their day to day work!



### Have your say!

The **People Survey** is an annual staff survey that helps us to understand what it's like to work at Audit Wales and to identify areas where we need to improve. It's really important that you share feedback to support continued development as an organisation, your opinion matters.

#### Staff voice

We have a number of staff who sit on our **Executive leadership Team** (known as ELT) which is the senior executive decision-making structure within the organisation. Adrian Crompton took the decision in 2019 to include a number of colleagues below director level, to contribute to the corporate leadership of the organisation.



The **HUB** is our intranet where you are able to find out the latest news, check to see what's going on in the calendar and have a read of staff blogs. We work and communicate via Microsoft Teams and Skype platforms and have internal networks such as Yammer to promote open communication between colleagues. It's a great way to connect with others on work and social matters.

# **Ethical and Diverse Employer**

**Community or Charity activities** – Employees are eligible to apply for up to five days' special paid leave to complete community or charity work, which can support your continued development and wellbeing.

**Pawb** ('everyone') is Audit Wales and our Auditor General, Adrian Crompton's equality interest group. It aims to promote equality of opportunity and human rights, actively discourage discrimination, foster good relations and champion diversity.

**Spectrum** is Audit Wales LGBTQ network.



We are proud to be a **Stonewall Diversity Champion** and we work hard to make sure that everyone can be themselves at work.





**SILVER** ARIAN

We are a **Chwarae Teg Fair** Play Employer and hold a Silver award. We want to be a

workplace where everybody can achieve their full potential. The FairPlay Employer benchmark will support us to deliver equality within our organisation, giving us the benefits of a truly diverse workforce.







Alongside more than 100 of the UK's biggest employers, Audit Wales support the **Leonard** Cheshire.

Change 100 programme, matching talented disabled students and graduates with progressive employers. Alex Swift writes about his experience in his blog 'My three-month placement'.

# **Financial wellbeing**

#### **Civil Service Pension**

Working for Audit Wales entitles you to become a member of the Civil Service Pension Scheme, we contribute by paying in around 20-24.5 per cent of your annual salary.



### **Life Assurance**

Our **Group Life Assurance Scheme** provides a lump sum of 1x your annual salary payable to your nominated beneficiary should you die while employed by the Wales Audit Office. This free cover saves you money and avoids any need for medical underwriting.



#### **Season Ticket Loans**

We offer interest-free loans to help you buy your annual travel ticket. Annual tickets offer considerable savings when compared to equivalent daily/weekly tickets. A pre-bought weekly or annual ticket with Transport for Wales can save you as much as 40 per cent.

## **Buying and selling Annual Leave**

All permanent Audit Wales employees can choose to buy or sell up to seven days' leave (prorated for part-time employees).