

Candidate's brief for the post:

Audit Director (Accounts)

November 2023

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Foreword by the Auditor General for Wales

Hello. Thank you for taking an interest in Audit Wales. I hope that as you learn more about who we are and what we're aiming to achieve, you'll want to come and join us.

I've been the Auditor General for Wales and Chief Executive of Audit Wales for over five years now. It's an amazing job: appointed by the Crown, entirely independent of government, with a unique perspective across the whole of the public service. I am privileged to lead a team of 286 superb professionals who are passionate about driving change and improvement in public services and democratic accountability. What struck me most when I took up the role was not only the quality of what we do already, but our simply enormous potential to influence positive change across the whole of the public service in Wales.

We audit the financial accounts and performance of most of the Welsh public sector: organisations spending around £24 billion each year including the Welsh Government, the NHS, police and fire, local government and numerous other public bodies. We also have an important role in auditing the way that public bodies are implementing the ground-breaking Well-being of Future Generations Act.

So, if you are passionate about driving accountability and improvement in public services; if you want to work with great people who are dedicated to making a difference; if you have the interpersonal skills to inspire and empower others; and if you want to have fun along the way, please read on because I'd love you to apply.

Adrian Crompton



Audit Wales

The Organisation

Audit Wales is the umbrella term describing the Auditor General for Wales and the Wales Audit Office (which are separate legal entities). Audit Wales aims to **assure** the people of Wales that public money is well managed; **explain** how public money is being used to meet people's needs; and **inspire** and empower the Welsh public sector to improve.

The Auditor General is the statutory external auditor of most of the Welsh public sector, encompassing local government, police, fire and rescue authorities, national parks, community councils, Welsh Government and its sponsored and related public bodies, the Senedd Commission and NHS Wales. The Auditor General's role includes examining how public bodies manage and spend public money, including how they achieve value in the delivery of public services. The Auditor General publishes reports on that work, some of which are considered by the Senedd's Public Accounts and Public Administration Committee. He also reports every year on how well individual local authorities are planning for improvement.

The Office of Auditor General for Wales was created in 2005 and the current incumbent, Adrian Crompton has been in the post since July 2018. The post is independent of the Welsh Government and Senedd and can be held by an individual for a maximum of 8 years.

Audit Wales' core activity includes:

- Auditing over 800 Welsh public bodies each year (scheduled financial and unscheduled performance audits)
- Supporting effective scrutiny including the work of the Senedd Committees
- Delivering a programme of value for money examinations and studies
- An extensive programme to share good practice and learning across the public sector
- Certifying grant schemes worth c£2.5 billion
- Facilitating the detection of fraud and error through the National Fraud Initiative
- Approving c£1 billion of payments from the Welsh Consolidated Fund every month

Audit Wales audits around £24 billion of income and expenditure annually which is over 25% of Welsh GDP. Increasingly, they are considering the stewardship of human and natural resources, alongside consideration of financial resources and the way in which public bodies account for their use. They also identify good practice from across their audit work and disseminate this through their Good Practice Exchange and other media.

Today, the organisation employs 286 staff (227 in audit and 59 in corporate support functions) across 3 sites, Cardiff, Penllergaer and Llandudno Junction. Audit Wales has an annual budget of c£23m which is generated mostly from audit fee income (70%) and from payment directly from the Welsh Consolidated Fund (30%).

Strategy

Audit Wales' aims are to:

- **Assure** – the people of Wales that public money is being managed well
- **Explain** – how public money is being used and how it meets people's needs
- **Inspire** – and empower the Welsh public sector to improve

Audit Wales have an Annual Plan 2023-2024 which sets out what they plan to do in the coming year to achieve their organisational ambitions, which are to:

- Fully exploit Audit Wales' unique perspective, expertise and depth of insight
- Strengthen Audit Wales' position as an authoritative, trusted and independent voice
- Increase Audit Wales' visibility, influence and relevance
- Be a model organisation for the public sector and beyond

Culture

Underpinning their culture at Audit Wales are the values and behaviours:



Our Values

Future Focus

As auditors, we don't just look back: we horizon scan, and our thoughts and actions are future-focused in the context of the well-being of future generations.

Independence

As a public audit body, independence sits at the very heart of everything that we do.

Innovation

We support innovation and well-managed risk taking, both for ourselves and also for those who try it out in our audited bodies.

Integrity

Integrity underpins all of our interactions with each other, with the public and with the bodies that we audit.

Collaboration

Collaboration is vital for public service delivery in Wales, and in the ways in which we work with each other and with the inspectorates.

Fairness

We act with fairness at all times in how we treat our colleagues, our audited bodies and the public.

Our Behaviours

Genuine

We are honest, selfless and approachable, creating a safe and open environment for everyone to be themselves and to care for, support and encourage each other.

Respectful

We embrace diversity and treat each other fairly, building strong working relationships, speaking our mind thoughtfully and being open to challenge.

Energetic

We are confident and willing to take risks, displaying a positive can-do attitude, having fun and celebrating success.

Adaptable

We are flexible and innovative, always developing our knowledge and skills and seeking new experiences.

Trustworthy

We take responsibility for our actions, deliver on our promises, share knowledge openly, act in the best interests of Audit Wales and enable others to succeed.



To find out more about our organisation, please visit <https://www.audit.wales>

The Roles

We are looking to recruit an Audit Directors (Accounts) role, holding primary responsibility for a portfolio of audit work, including delivery of financial accounts and proper arrangements work.

As a Director within Audit Services, you would be accountable to the Executive Director for Audit Services and to the Auditor General for Wales. The collective Director Team supports the Executive Leadership Team by providing strategic leadership and direction across the organisation. The appointee will model the values and behaviours that underpin Audit Wales, motivate colleagues through a culture of coaching and development and bring the dynamism and strategic leadership needed to realise their potential as a driver of improvement in Welsh public services. Our Audit Services employment model is as follows:

- Financial Audit – 160 staff comprised of 5 Accounts Audit Directors (**to include this vacant role**); 19 Audit Managers; 17 Audit Leads; plus, Senior Auditors, Auditors, Trainees, Data Analysts, and Apprentices
- Performance Audit – 57 staff comprised of 3 Performance Audit Directors, 12 Audit Managers; 22 Audit Leads; plus, Senior Auditors and a Performance Support Officer.

General Responsibilities (Accounts)

- Engagement Director on a number of audits / audit projects, with responsibility for the overall direction and quality of those audits, including dealing with correspondence from the public.
- Responsible for delivery of a significant budgeted fee income and / or draw down of Consolidated Fund financing across a varied portfolio of audited bodies.
- Be the senior point of contact in Audit Wales for our work on those audits
- Responsible for building and maintaining effective relationships with key internal and external stakeholders at a senior level, including representing Audit Wales and the Auditor General at relevant external forums and events.
- Actively support the delivery of the Audit Wales Annual Plan, contributing to the work of Director Team and other forums as necessary.
- Provide direct line management for audit managers on projects and as part of cluster management arrangements.
- Have lead responsibility for one financial audit cluster (approximately 30 staff in each).
- Undertake lead roles on other functional activities as directed by the Executive Director Audit Services.
- Champion the strategic importance of people, talent management and development issues, building a strong culture of continuous learning and knowledge sharing.

Specific Responsibilities

- Deliver a portfolio of audit work efficiently and within Audit Wales' quality expectations.
- Develop constructive professional relationships with senior officers and non-executives, members, etc at audited bodies and in other stakeholders.
- To act as a role model for the values and behaviours of Audit Wales.

- Embed a culture of value-for-money in Audit Wales, working collaboratively and collegiately across Audit Wales to ensure that Audit Wales maximises its strategic outcomes within the resourcing available.
- Develop and actively protect the reputation of the Auditor General and Audit Wales creating a sense of pride in all work undertaken.
- Build a performance culture to deliver high-quality and timely outcomes.

Knowledge, Skills and Experience

- Educated to degree level or equivalent.
- CCAB professional qualification and up to date CPD accreditation.
- Strong audit and accounting technical skills
- Extensive knowledge of audit legislation, regulatory environment and professional standards.
- Good Understanding of the Welsh Public Sector, the related political environment and the AGW / Audit Wales' place within it.
- Strong leadership skills which promote collaboration, continuous improvement, customer focus, motivate and develop staff and ensure delivery of high-quality audits and a positive organisational culture.
- Ability to build, develop and maintain positive organisational reputation with key clients.
- Excellent communication skills.
- Ability to produce clear reports, presentations, and guidance for both internal and external audiences and explain clearly, complex, technical issues.
- Ability to portray the organisation in a positive light in all forms of communication.
- Experience of dealing with external media and press releases in both written and verbal formats, providing clear and concise information.
- Internally to motivate and support staff from multi-disciplinary backgrounds
- Ability to develop and maintain positive and professional working relationships with people at all levels at audited bodies and internally.
- Ability to respond professionally and promptly to all internal and external requests for factual information
- Ability to carefully and patiently explain, discuss and clear audit reports with audited bodies and other parties.
- Proven line management skills
- Build high performing multidisciplinary engagement teams.

- Champion the strategic importance of people, talent management and development issues, building a strong culture of continuous learning and knowledge sharing
- Ability to work under pressure and to respond quickly to changing circumstances, incomplete information and to tight timetables
- Work productively with colleagues across the organisation to ensure a coordinated, efficient, and effective service delivery to clients and stakeholders.
- Deliver a large volume of complex tasks to agreed budget, timetable, and quality standards.
- Excellent strategic and analytical thinking and skills.
- Consistently apply sound judgement in dealing with complex and time-pressured inter-linked issues with imperfect information which could have a significant impact on key audit judgements and consequently on the reputation of the AGW/AW and client bodies.
- Manage the delivery of a variety of projects with competing demands and resources to time, cost, and quality.
- Autonomy in managing client relationships as the senior point of contact – representing the Auditor General.
- Confident operating in a digital environment, using a range of software tools to support project delivery and demonstrating a willingness to learn/develop new skills

Personal Attributes

- Able to work flexibly to deliver defined responsibilities
- Able to develop and maintain positive and professional working relationships with both Audit Wales staff and external contacts
- Ability to deal sensitively and discreetly with confidential information
- Be proactive in keeping abreast of issues relating to their work area
- Take clear ownership and accountability for their own continuous learning and professional development
- Tactful yet firm persuasive and negotiating skills

Terms & Conditions and Location

- This appointment is being offered on a permanent basis.
- Location – the role can be based out of our Cardiff, Penllergaer or Llandudno Junction Offices, so the director team will be able to have face-to-face interaction with colleagues on a regular basis. Appointees can be based remotely as long as they are able to travel to their set location of work typically expected to be 2-3 days a week.
- Competitive base salary of c£81,000 - £85,000 on appointment with progress subject to performance (top of salary band is c101,000)
- 33 days leave plus 8 days public holidays

- Pension – the Civil Service Pension Scheme (employee contribution rate 7.35%: employer contribution rate 30.3%)
- Relocation of up to £8,000

Process and How to Apply

Ann-Marie Harkin, Executive Director for Audit Services will chair the final appointment process. Candidates are invited to apply via our website, [here](#).

The closing date for applications is 20 November 2023 at midnight. For further information, please call Derwyn Owen for a confidential conversation on 02920 320500. The Auditor General has also offered to speak to anyone interested in finding out more about the role and is contactable on the same number.

If relevant, please also submit a completed Guaranteed Interview Scheme Form if applying under this scheme. Applications that do not include all the required documents will not be accepted.

We welcome applications in Welsh or English. Applications made in Welsh will not be treated less favourably than those made in English. All applications will be acknowledged.

Please also be aware of the nationality requirements of the role for all applicants:

- UK citizens
- Citizens of Commonwealth countries who have the right to work in the UK
- Citizens of the EU, EEA or Switzerland who have (or are eligible for) status under The Permanent Residence Scheme for Citizens of the European Union (EUSS)

All applicants must have the right to work as a permanent full-time employee in the UK without restrictions.

If you are not sure, visit the UK Government website to check your eligibility.

Please note, we are not able to sponsor work visas.