

## Great Place to Work Policy

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<b>Revision</b> -	<b>Issue Date</b> 17/08/2015	<b>Purpose of issue / description of revision / version</b> New policy per comprehensive policy review			
			Prepared by	Checked by	Verified by
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		Signature			

## 1. Great Place to Work Policy

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### 1.1 Policy

- 1.1.1 Cundall Johnston and Partners LLP (“Cundall”) is committed to providing a great working environment for its staff.
- 1.1.2 Our vision is to build a “great place to learn, grow and develop”, in which staff enjoy fulfilling careers (not just jobs), and opportunities for continued professional and personal growth.
- 1.1.3 This vision is supported by comprehensive policies covering areas as varied as (amongst others):-
- Workplace equality and diversity;
  - Appraisals;
  - Recruitment and selection;
  - Training and development;
  - Support for academic and professional study;
  - Responsibility;
  - Social activities;
  - Global mobility; and
  - Pay and reward.
- 1.1.4 This Policy sets out how Cundall will measure and monitor the success of its “great place to work” initiatives.
- 1.1.5 Cundall may vary or replace this Policy at any time. For the avoidance of doubt, this Policy does not impose any contractual obligations on Cundall.

### 1.2 Measuring and Monitoring - Statistics

- 1.2.1 Cundall has identified a number of key metrics which are monitored as indicators of employee welfare and happiness, and Cundall’s HR team reports regularly to the Management Board against these metrics. These include:-
- Absence levels and trends;
  - Staff turnover;
  - Feedback from exit interviews;
  - Feedback from Staff Forum and other employee groups; and

- Results from staff surveys (in particular, the “Great Place to Work” engagement survey, which is conducted at least every three years, by an independent third party).

1.2.2 In addition, Cundall surveys its staff on a more regular, ad hoc basis, using two “acid test” questions, as follows, with answers rated on a scale of 1-11:-

- “Considering all aspects of your job, how satisfied are you with your organisation?”
- “How likely is it that you would recommend your organisation as a good place to work?”

### 1.3 Further Information

Further information relating to “Great Place to Work” activities may be obtained from any Partner or Director, or from Human Resources.