

Appendix B Action Plan update

Action	Officer update
1.Implementation of new member protocol and induction from May 2019; encourage members to access GrowZone to access relevant e-learning as and when appropriate; [Service Director – Customers]	An extensive Induction programme took place in May 2019 for new members. A Councillors’ Learning and Development Protocol was also instituted with nominated Member training champions for 2018/2020. COMPLETED
2. Revised Staff - Staff cultural values and behaviours have been incorporated into the RPR process. (Learning & Development; Deputy Chief Executive)	The RPR process has incorporated the new staff cultural values and behaviours. The values are prominently displayed throughout the District Council office. COMPLETED
3. Ethical awareness training – increased staff/member uptake of the Anti-bribery e-learning module (Learning & Development)	127 staff completed the awareness training, 23 have progressed the training and 209 have yet to start. The L& D team will issue a reminder for completion to all staff. (on-going)
4. Re-organisation – Directorate teams are aligned to new responsibilities and ensure resilience; fully staffed [Service Directors]	Directorates are now aligned to their new responsibilities. COMPLETED
5. The Area Committee Grants criteria to be reviewed in 2019/20 to ensure that it is fit for purpose (Service Director – Legal & Community)	A revised Grants policy was adopted by Cabinet on the 28 th January 2020. COMPLETED.
6. Media training for members (Communications Manager and Committee Services)	Training for Cabinet members took place on the 25 th November 2019. COMPLETED
7. Implement recommendations of Gender Pay Gap Report action plan for 2019/20 (Senior Management Team)	The Gender Pay Gap group have reviewed the Career development survey results. There are plans in place to introduce a support network, a review of recruitment practices/vacancy advertising/training and secondment opportunities (On-going).
8. Implementation of LGA Peer Challenge recommendations [Senior Management Team – SMT, Political Liaison Board (PLB and Cabinet)].	LGA Peer Challenge took place in January 2020. An Initial feedback has been provided for staff. Cabinet will note the report and recommendations in March 2020. A joint action plan will be developed by SMT, PLB and Cabinet. A formal report will be issued by the LGA team in March 2020. (On-going).