

Appendix A Action Plan update

Action	Officer update
1. Ethical awareness training – increased staff/member uptake of the Anti-bribery e-learning module (Learning & Development)	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. ONGOING.
2. Revised Grant Policy to be reviewed after a complete cycle of area committee meeting to assess awards across the voluntary sector (Policy and Community Engagement Manager)	The Community Engagement Team are drafting an annual report to assess the scope of area committee grant wards made during 2019/20. This report will be circulated at the end of the financial year. ONGOING.
3. Implement recommendations of Gender Pay Gap Report action plan for 2020/21 (HR Manager and Learning and Development)	Recommendations include – review of recruitment selection methods, unconscious bias training for recruiting managers, application of software to assess job adverts, job descriptions and personal specifications to mitigate gender bias and proposed introduction of staff network groups. ONGOING.
4. Implementation of LGA Peer Challenges recommendations; development of action plan; links to Organisational Development with reference to demonstration of NHDC compliance with relevant 2016 Framework Principles. [Leadership Management Team; HR Manager].	The 'Shaping Our Future' programme has been established to take forward organisational development for the council and relevant activities identified In the LGA Peer Challenge Action plan. A Steering group of members and officer has been established; information sessions have been held to update staff on this programme: ONGOING.
Implementation of Recovery Project Board – oversee and monitor delivery of the Recovery Plan; provide the necessary strategic guidance and direction; ensure effective project and risk management systems are in place; ensure collaboration and integration, where appropriate, with other public and private sector recovery plans. (Leadership Management Team)	The weekly officer group is chaired by the Managing Director. The Project Board meets fortnightly and comprises of the group leaders and party representatives. The recovery Board reflect the current local and national situation and move between response and recovery as appropriate as national lockdowns dictate. ONGOING.