

ACTION PLAN

Author: Janet Dore

Date: 20/01/2021

WORKING ENVIRONMENT

Develop a Workforce Strategy in accordance with the LGAct 2020

Develop a plan for being an Employer of Choice

Develop a Communications Plan for regular internal communication with employees

Ensure the physical working environment meets OHS and COVID-19 standards

Continue best practice Employee Relations

BEHAVIOURS

Promote and apply principles of accountability and delivery of outcomes

Review educate and reinforce Codes of Conduct pertaining to staff, Councillors and interactions between them

Educate and reinforce role boundaries for staff and Councillors

Review and reinforce social media policies for staff and Councillors

LEADERSHIP

Ensure the organisation operates cohesively through joint goals and accountabilities within senior staff

Develop a coordinated approach to professional development based on continuous learning principles

Develop and deliver a 21st Century Leadership program for senior staff

GOVERNANCE

Recognise and adhere to the Positive Duty Obligation under legislative responsibilities for OHS, Risk Management and other compliance requirements

Develop a glossary of terms to promote common understanding and awareness

Ensure procurement, probity and procedures are revised and upheld on a regular basis

Understand and apply best practice Issues Management practices