

Appendix 2: CLF Audit Checklist

Task	Progress
Getting to know the CLF – familiarise yourself with the CLF	
Set up and distribute staff survey	
Organisational Capability 1: Creating a learning and performance culture	
Organisational Capability 2: Planning for learning, development and improved practice	
Organisational Capability 3: Promoting access to learning and development opportunities	
Organisational Capability 4: Promoting access to feedback	
Organisational Capability 5: Treating people with dignity and respect	
Organisational Capability 6: Focusing on health and wellbeing	
Analyse staff survey results and use results to inform the staff perception questions within each organisational capability	
Develop Action Plan	