I do... Be **Positive** I don't... Give my best every day and display a passion for what I do. Speak about the Borough in a negative way. ...take pride Believe in the Borough and be an ambassador for the Council. in all that • Lack energy and drive in helping the organisation move forward. you do Support my colleagues and value everyone's contribution. Forget the customer in anything I do. in an open, honest and friendly manner. Encourage or join in with pessimism. Focus my effort on bringing benefit to our customers. Limit my opportunities to learn and grow. Take responsibility for my own engagement and development. Respond badly to feedback and criticism.

Give up after a problem or set back.

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•	I do Take ownership for what I do and deliver an outstanding service.	В	e Accountable		l don't
•	My best for our customers and never promise what I cannot deliver.		be	•	Over promise and under deliver.
•	Work with colleagues across the council to achieve the best outcomes in a		responsible for making	•	Blame others, and overlook solutions. Take undeserved credit.
	seamless way.		things better	•	Underestimate how important clear and regular communication is.
•	Always ensure that public money is spent in the smartest way possible. Ask for help and support from others when I need it.			•	Let a bad day impact on my performance.
•	Manage my reactions and think about how my behaviours affect others.			•	Ignore the impact that my behaviour has on others.
•	Make the effort to find out information for myself.			•	Forget to take the time to say thank you to others for their contribution.

I don't... I do... Be Courageous Have an open mind and I am prepared to have a different conversation. Carry on doing what I always do without challenging existing norms where ...be open appropriate. Start from a blank page and look for possibilities and better ways of doing things. to doing things Automatically reject radical ideas. Look for ways to get to know our communities better and respect local knowledge. differently Think all existing procedures are already the best. Embrace new technologies. Ignore new ways of working. Work with others to find the best solutions. Forget to take the time to listen to the opinion of others. Value alternative views. Exclude the contribution of colleagues and partners. Embrace positive, shared risk in my role. Make assumptions about people.

Recognise a job well done and celebrate other people's achievements.