

PRODUCTIVITY PLAN

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Portfolio: Leader

Ward Affected: None

Purpose of the Report:

This report provides an overview of the proposed Productivity Plan for Broadland District Council.

Recommendations:

1. To approve the draft Productivity Plan for Broadland District Council.
2. To delegate authority to the Chief of Staff (Monitoring Officer), in consultation with the Leader, to finalise and submit the Productivity Plan to the Department of Levelling Up, Housing and Communities.

1. Summary

- 1.1 The purpose of this report is to present the content of the Council's Productivity Plan in response to the Productivity in Local Government request, from the Department for Levelling Up, Housing and Communities (DLUHC).

2. Background

- 2.1 The Government is reviewing productivity across all public services and local government is included in this exercise. The recent Local Government Finance Settlement announced that Councils would be asked to produce productivity plans. A letter received 16th April 2024 formally started that process with a submission deadline for plans on the 19th July 2024.
- 2.2 DLUHC requested that plans consider the below themes:
1. How have you transformed the way you design and deliver services to make better use of resources.
 2. How you plan to take advantage of technology and make better use of data to improve decision making, service design and use of resources.
 3. Your plans to reduce wasteful spend within your organisation and systems.
 4. The barriers preventing progress that the Government can help reduce or remove.
- 2.3 The Plan must be published on our website for our residents to access. DLUHC have stated that the plans will not be rated or scored, but will be used to consider themes and evidence that come from the plans via a new panel of experts. The panel will consider emerging issues, implications for future national policy design and the role of government in supporting further change in the future.

3. Current positions/findings

- 3.1 Attached at Appendix 1 is the Productivity Plan for Broadland District Council. The plan is structured to reflect the requests from DLUHC, under the 4 key themes outlined in section 2.2. The plan mirrors our current Policy Framework and has been drafted based on our existing Council Plan for 2024-2028 and Delivery Plan 2024-2026, which were recently adopted by Council in February 2024 and a summation of the work done to date in the area of service improvement and productivity.
- 3.2 DLUHC requested that the plans have clear review points and an overview of how success will be monitored. The Council already has a thorough performance approach in place with strategic Key Performance Indicators (KPIs) across all service areas which are reported on a quarterly basis to Cabinet, as agreed in the Councils Delivery Plan. It is proposed that we do not introduce any new KPIs as part of this plan, but instead, utilise the existing KPIs we have in place, as these monitor the performance of the Council.

4. Proposed action

- 4.1 If agreed, the Productivity Plan will be submitted to DLUHC and published on the website. Performance against the plan will be monitored via our existing quarterly performance reports and an annual review and update will take place to ensure the plan remains relevant.

5. Other options

- 5.1 Cabinet could choose not to agree the Productivity Plan; however, this would be in conflict with the direct request from Government to submit the plan by 19 July 2024.

6. Issues and risks

- 6.1 **Resource Implications** – no implications. The plan does not introduce any new streams of work as it purely provides a summation of the existing Council Plan and Delivery Plan.
- 6.2 **Legal Implications** – no implications.
- 6.3 **Equality Implications** – no implications. Equality Impact Assessments are completed for individual projects as they progress.
- 6.4 **Environmental Impact** – no implications.
- 6.5 **Crime and Disorder** – no implications.
- 6.6 **Risks** – no implications.

7. Conclusion

- 7.1 The report provides details of the reasons for creating the Productivity Plan and outlines the content of the document. Cabinet endorsement will enable officers to submit the Productivity Plan to DLUHC.

8. Recommendations

- 1. To approve the draft Productivity Plan for Broadland District Council.
- 2. To delegate authority to the Chief of Staff (Monitoring Officer), in consultation with the Leader, to finalise and submit the Productivity Plan to the Department of Levelling Up, Housing and Communities.