

## REPORT TO CABINET

<b>Open/Exempt</b>		Would any decisions proposed :			
<b>Any especially affected Wards</b>	Mandatory/	Be entirely within Cabinet's powers to decide		YES/NO	
	<del>Discretionary /</del>	Need to be recommendations to Council		<del>YES/NO</del>	
	Operational	Is it a Key Decision		<del>YES/NO</del>	
Lead Member: Cllr Alistair Beales – Leader of the Council E-mail: cllr.alistair.beales@west-norfolk.gov.uk		Other Cabinet Members consulted: Cabinet			
		Other Members consulted: Corporate Performance Panel			
Lead Officer: Honor Howell – Corporate Governance Manager E-mail: honor.howell@west-norfolk.gov.uk Direct Dial:01553 616550		Other Officers consulted: Management Team Assistant Directors Carl Holland – Deputy S151 Officer			
Financial Implications <del>YES/NO</del>	Policy/ Personnel Implications <del>YES/NO</del>	Statutory Implications <del>YES/NO</del>	Equal Impact Assessment <del>YES/NO</del> If YES: Pre-screening/ Full Assessment	Risk Management Implications <del>YES/NO</del>	Environmental Considerations <del>YES/NO</del>
If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)					

Date of meeting: 30 July 2024

### TITLE            **PRODUCTIVITY PLAN**

#### **Summary**

The purpose of this report is to seek Cabinet approval of the Council's Productivity Plan, drafted in response to the Productivity in Local Government request from the Department for Levelling Up, Housing and Communities (DLUHC). The plan requires Member approval and must be submitted to DLUHC and published on the Council's website by 19 July 2024. Due to meeting arrangement constraints, it will be submitted to DHLUC, subject to final approval by Cabinet.

#### **Recommendation**

##### Cabinet Resolves

That Cabinet approves the Productivity Plan attached at Appendix B for submission to DLUHC.

#### **Reason for Decision**

To ensure that the Council complies with the requirements set out by DLUHC to produce a Productivity Plan.

### **1 Background**

1.1 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 16<sup>th</sup> April 2024 formally started that process with a submission deadline for the plans on 19<sup>th</sup> July 2024 (see Appendix A). The final plan requires formal member sign off prior to submission.

1.2 The Government did not issue a formal template or a detailed list of criteria to meet. The expectation is that the plan should set out what we have done in recent years, alongside our current plans to transform the council and our services. They asked the plan to describe what the council has done or is doing to:

- Transform the way that we design and deliver services to make better use of resources
- Take advantage of technology and make better use of data to improve decision making, service design and use of resources
- Reduce wasteful spend within our organisation and systems

The Government also asked that the plan identifies the barriers preventing our progress which the Government can help to reduce or remove.

## **2. Policy Implications**

2.1 The Government requirement is that Productivity Plans are submitted to the Department for Levelling Up, Housing and Communities by 19 July 2024. Council's must ensure that there is "member oversight and endorsement" of the plan before it is submitted. A copy must also be uploaded to the council's website and report progress on a regular basis. This will be carried out as part of routine performance monitoring.

## **3. Financial Implications**

3.1 The plan describes, at a high level, how we have transformed the design and delivery of services over recent years to make better use of resources. It also sets out how we will make better use of resources and reduce wasteful spend. The council already has plans in place through it's Transformation Plans and Cost Reduction/Income Generation plans to ensure that the council is as efficient and sustainable as possible.

## **4. Personnel Implications**

4.1 None

## **5. Environmental Considerations**

5.1 There are no environmental considerations.

## **6 Statutory Considerations**

6.1 None