



**Title of meeting:** Cabinet  
**Date of meeting:** 25<sup>th</sup> June 2024  
**Subject:** Productivity Plan  
**Report by:** Kelly Nash, Corporate Performance Manager  
**Cabinet Member:** Councillor Steve Pitt, Leader  
**Wards affected:** n/a  
**Key decision:** No  
**Full Council decision:** No

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**1. Purpose of report**

1.1 To set out the requirement for Portsmouth City Council to submit a productivity plan to government and present a plan for approval.

**2. Recommendations**

2.1 Cabinet is recommended to:  
1) note the requirement for Portsmouth City Council to produce and submit a productivity plan  
2) approve the proposed plan, subject to any requested amendments  
3) delegate authority for finalising and submitting the plan to the Chief Executive, in consultation with the Leader.

**3. Background**

3.1 On 6<sup>th</sup> February 2024, a ministerial letter was issued confirming that local authorities would be required to produce productivity plans to set out how the local authority will improve service performance and reduce wasteful expenditure. The letter indicated that Government will monitor these plans, and funding settlements in future will be informed by performance against these plans, although no information was provided about how this will work. The letter stated that plans should be short and draw on work councils have already done, identifying ways to unlock productivity improvements and setting out the key implementation milestones.

3.2 An expectation was set that plans would cover 4 main areas:  
1) transformation of services to make better use of resources;

- 2) opportunities to take advantage of advances in technology and make better use of data to inform decision making and service design;
- 3) ways to reduce wasteful spend within systems, including specific consideration of expenditure on consultants and discredited staff Equality, Diversity and Inclusion programmes – this does not include programmes designed to promote integration and civic pride, and counter extremism; and
- 4) barriers preventing activity that the Government can help to reduce or remove.

- 3.3 On 16<sup>th</sup> April, a further letter was issued providing more detail on the requirements. This confirmed that plans should be 3-4 pages in length, and set out what has been done in recent years, and is planned for the future, to transform services. It is not required to provide metrics, but we are required to provide assurance that plans are monitored. A list of things that might be considered in the plan was set out under the thematic headings.
- 3.4 The plans should be returned by 19<sup>th</sup> July, with member signoff, and will not be scored or rated but will be considered by a panel to identify key themes and therefore to inform future policy.
- 3.5 Advice from the Department for Levelling Up, Communities and Housing following the announcement of the general election is that we should still proceed to the timetable and guidance issued. The document attached at Appendix has therefore been produced to fulfil the requirements set out.

#### **4. Portsmouth City Council productivity plan**

- 4.1 The proposed productivity plan for Portsmouth City Council is attached at Appendix 1. Given that the plan should address a large number of points in a brief document, the document highlights some key issues but the detail is contained in the supporting documents that are referenced and linked throughout. These include:
- Corporate Plan
  - Annual Governance Statement
  - Medium Term Resource Strategy
  - Capital Strategy
  - IT Strategy (and developing Digital Strategy)
  - Health and Wellbeing Strategy and associated documents setting out key preventative approaches
  - Equality, Diversity and Inclusion Strategy
  - Trade Union Facility report (already produced annually in line with statutory requirement).
- 4.2 There are no new policy direction or budget implications arising from the plan, which pulls together information from existing sources.



**5. Reasons for recommendations**

5.1 The authority is required to produce a brief productivity plan addressing some key themes highlighted by government, and to submit this plan by 19<sup>th</sup> July 2024. The plan attached at Appendix 1 addresses the requirements and is recommended for submission, subject to any requested amendments.

**6. Integrated impact assessment**

6.1 This report does not recommend any changes to services or policies and therefore an impact assessment has not been required. Any matters arising through performance or value for money consideration will be considered as a discrete process, and separate IIAs will be completed for these areas of work.

**7. Legal implications**

7.1 There are no immediate legal implications arising from this report.

**7. Director of Finance's comments**

7.1 There are no financial implications to bring to Member’s attention at this stage. However, it should be noted that there could be financial implications related to the wider measures contained in the supporting documents and strategies referenced in the report, and these will be flagged to Members at the appropriate time.

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Signed by: Paddy May, Corporate Strategy Manager

**Appendices:**

Appendix One - Productivity plan

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location



The recommendation(s) set out above were approved/ approved as amended/ deferred/  
rejected by ..... on .....

.....  
Signed by: