



To: Cabinet
Date: 10 July 2024
Report of: Executive Director (Corporate Services)
Title of Report: DLUHC – Productivity Plan for Oxford City Council

| Summary and recommendations | |
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| Purpose of report: | Cabinet is asked to approve this Oxford City Council Productivity Plan for return to the Department of Levelling up, Housing and Communities (DLUHC) and for publishing on the Council’s website for public consumption |
| Key decision: | No |
| Cabinet Member: | Councillor Ed Turner, Deputy Leader (Statutory) – Finance and Asset Management |
| Corporate Priority: | All |
| Policy Framework: | None |

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| Recommendations: | That Cabinet resolves to: |
| 1. | Approve the Oxford City Council Productivity Plan (at Appendix 2) for return to DLUHC; and |
| 2. | Approve the Oxford City Council Productivity Plan (at Appendix 2) for publication on the Council’s website for public consumption. |

| Appendices | |
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| Appendix 1 | Letter from DLUHC: Simon Hoare MP |
| Appendix 2 | Oxford City Council Productivity Return Response |

Introduction and background

- On April 16th, 2024, Simon Hoare MP, Minister for Local Government within the Department for Levelling Up, Housing & Communities (DLUHC) wrote to Oxford City Council.
- The letter sets our requirements for all Local Authorities to provide a ‘productivity return’ by 19th July 2024.

3. The letter sets out a request for information under four separate questions.
4. Along with the provision of information to Government, the letter requests further detail and indicates that the Council's response about its plans are to include relevant metrics and key performance indicators.
5. The letter indicates the plans are to be published on the Council's website for public consumption.
6. It also explains that the Council should consider how the plans may be updated so progress, against those plans, may be monitored.

Data gathering

7. To ensure a comprehensive and collaborative submission, data was gathered by engaging with all services across the Council, supplemented by a series of workshop discussions.

Oxford City Council productivity plan

8. The Oxford City Council productivity plan response is described under four headings, as follows:
 - How we have transformed the way we design and deliver services to make better use of resources.
 - How we plan to take advantage of technology and make better use of data to improve decision making, service design and use of resources.
 - Our plans to reduce wasteful spend within our organisation and systems.
 - The barriers preventing progress that the Government can help to reduce or remove.
9. The productivity plan references the suite of key performance indicators measuring our corporate objective to be a "well-run council". These include percentage of channel shift to online forms; Oxford residents' satisfaction with City Council services; and the efficiencies planned for delivery against our medium-term financial plan. These indicators are part of a formal performance report to Cabinet every quarter. In addition, delivery is monitored by programme boards and robust budget monitoring that ultimately report to the Council's Corporate Management team.
10. The full productivity return is presented at Appendix 2.

Financial Implications

11. There are no financial implications associated with this report.

Legal issues

There are no legal implications arising directly from this report.

Level of risk

A risk register has not been produced for this report.

Equalities impact

An Equalities Impact Assessment is not required for this report.

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| Background Papers: None |
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