



Institute of Management Services

The Home of Productivity Professionals

December 2022 Newsletter



National Productivity Year 1962

November 2022 marks 60 years since the launch of the National Productivity Year in 1962. In the decade prior to 1962, labour productivity had grown by about 2% per year, which is a growth rate we would love to achieve today. In other European countries in 1962 growth was twice that of the UK. The realisation that the UK was lagging its European neighbours was a concern.

It is with this background that the British Productivity Council (BPC) proposed a National Productivity Year, to begin in November 1962. The role of the BPC was to bring together leaders of industry and the Trade Union Congress to share knowledge and work together to boost growth by increasing productivity. The BPC commissioned reports, as well as embracing modern media: producing and sponsoring a series of films on business practices. The Institute of Management Services also produced a series of productivity training videos.

The BPC, in organising the National Productivity Year, had as its prime aim, to strengthen the determination of all organisations concerned with industry to take an active part in improving the country's efficiency and in maintaining its place among the leading industrial nations of the world.

The Year was supported by employers and the trade unions alike, and across all sides of the political spectrum. The year certainly brought about regular consultation and discussion that made the UK more productive. As part of the year a set of commemorative stamps was issued.

The productivity year also saw the Institute of Management Services grow in stature as the 1960's saw the importance of productivity improvement grow. The Institute's membership also grew with Institute courses and qualifications being taught in colleges and polytechnics across the UK.



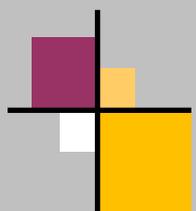
Institute of Management Services

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Winter Journal

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Could you be overlooking the perfect candidate?

When recruiting for a position we all want the best possible person in that job. And, traditionally, the first thing employers will be looking for on an application form is degree level education. But where would that leave a candidate that might have years of experience in the field, but no formal degree?

New data released from [CIPD](#) shows that almost three in five employers still look for degree or post graduate qualifications, overlooking candidates with the relevant skills and experience. And despite the extra weighting given to those who have achieved degrees, they are “fairly or poorly” prepared for the working environment.

Employers have reported that they noticed that some of their employees lack the skills to be able to do their job effectively, leading to major skills gaps within the workforce. The CIPD are urging recruiters to weight skills and experience equally with a university education, with the option to invest in vocational courses to upskill people to the level that they want to see.

“While a degree is a requirement for certain occupations and roles, employers need to take a broader, more strategic, approach to skills to understand current and future needs. This means valuing a wider range of experience and qualifications when recruiting for role and understand all of the training and development options available to employers to upskill existing staff.”

It is important to consider that a candidate with more experience and skills, could even help push graduates into getting the best work out of them and help drive productivity. Forward facing companies are increasingly targeting school leavers and college leavers for their talent needs and diversifying the profile of their intake.



Are employers responsible for helping with the cost-of-living crisis?

The cost-of-living crisis is reaching a boiling point, with everyone feeling the squeeze. The Chancellor said himself that people earning £45,000 per year will struggle, which is worrying when the median income for the UK is just over £30,000.

According to a new report by PwC, large companies are prepared to pick up the slack when it comes to helping their employees. 85% of large employers are looking at a range of options, such as increased pay for essential staff, additional pay reviews and one-off bonuses. Additionally, 15% of large firms are looking into non-monetary interventions, such as providing insulation for employees' homes, exploring employee hardship funds, rolling out financial wellbeing programmes and increasing staff shopping discounts.

Some experts are calling for creative and sensitive employer responses, other are saying the Government needs to step in. Alastair Woods, pay and employment partner at PwC, said interventions are needed to protect staff finances and long-term talent strategies. “We are seeing the conflation of two major employment issues – the rising cost of living and skills shortages.”

“Employers need to consider how to target spending to have the most impact on workers. A more flexible and innovative approach to reward and working conditions will be critical, but so will programmes that hold on to talent for the long haul.”

Charles Cotton, reward and performance adviser at the CIPD thinks that employers need to consider where employees spend most of their money and how they can affect this, such as looking at how to help with childcare, rent, providing free transport, helping to cut commuting costs or paying for travel and food expenses.

Any organisation, whether big or small, can play a proactive role in encouraging employees to break the stigma about talking about finances. This is important because studies have shown that feelings of shame and embarrassment often stop people talking about money, and prevents people from supporting each other when times get hard. The language used when talking about money is crucial. Many low wage workers will probably be used to being frugal, but for middle earners this could be new ground. HR teams and employers need to know that they cannot mitigate the crisis on their own, and they shouldn't try to.

Cotton finishes off by saying, “Other parties, most notably the Government, must also play their part in supporting normal people and businesses.”

<https://www.pwc.co.uk/press-room/press-releases/large-employers-respond-to-the-cost-of-living-crisis.html>

How to drive productivity in a small business setting

In the modern world, small businesses are the backbone of our economy. But with the increase in small business, how do we stay profitable and, more importantly, how do we make sure that the effort put in relates to increased productivity?

A recent report in [Entrepreneur](#) highlighted the fact that since the global pandemic of COVID19, working from home has gone from the privilege of management to normality for nearly everyone. Lots of companies were concerned that, by working from home, productivity would be negatively affected. After all, why would someone want to work hard when they have all the distractions of home life? The reality was, in fact, the opposite, with many companies seeing productivity improve when people were working from home. The hybrid model of working part time in the office and part time from home is a good compromise between the two.

If your employees prefer working from home, then prioritising goals and being clear and concise with expectations is paramount. Making sure that everyone knows what their role is helps trim any unnecessary work and streamlines workflow. The [Eisenhower Matrix](#) is a good tool to use when setting out tasks and goals and keeps everyone in the know.

Do: for tasks that are both urgent and important – these are the top priority.

Plan: for tasks that are important but not urgent – it is vital you plan and schedule a time for them.

Delegate: for tasks that are urgent but unimportant – such tasks can hinder productivity, and it is recommended to delegate them or reschedule.

Delete: not urgent and unimportant – some tasks may seem vital but are, in fact, a distraction once you divide everything else in the actions. In this case, you can eliminate them.

Productivity in a small business can make the difference between a good year and a great one, depending on your staff motivation. By asking staff to come up with their own innovative ideas on how to do a task, or even improve the workplace, your employees will feel seen and a crucial part of the organisation. When someone fulfils a task well, then acknowledgment and reward for their actions can help motivate them to the next task. By adopting a positive working environment, this will snowball into helping the business grow and increase productivity. With better motivation, comes the motivation to grow personally within the role and professionally.

Using efficient digital tools to help with the day-to-day tasks can also help breed productivity. Having all social media accounts in one place by using a programme such as Hootsuite, where you can access multiple accounts over different platforms, will reduce the need to individually update each page by scheduling the same post only once. Other software programmes that can take the 'fiddly' bits out of a job will undoubtedly increase productivity.

Whether you choose to be back in the office 100%, use a hybrid working method, or even a full work from home structure, making sure that your employees are happy and motivated are the secrets to having the level of productivity that we all want to see.





Bulletin Board

Could you help?

Winter Journal Content

Featured Articles

- Using our Imaginations
- Critical Thinking for Responsible Leadership
- Pursuit of Excellence in Service Quality
- A Time for Action?

IMS Website

Hopefully you received a 'one off' Newsletter in June asking if you were able to support us with the website as IMS moves forward?

We are also looking for support in producing Webinars as a method of disseminating current thinking to our members.

If either of these are of interest to you please contact us at the office either by [email](mailto:admin@ims-productivity.com) or call us on 01543 308605

Becoming a Trustee of the Institute

The Institute is seeking expressions of interest, from members holding either the grade of Member or Fellow of the Institute, to fill a number of Trustee vacancies on its Council of Management.

Please contact the office admin@ims-productivity.com to request further information

The next Council Meeting will be on Friday 27th January 2023




All at IMS would like to take this opportunity to wish you and yours a peaceful festive Season and a sparkling New Year

Contributions

If you would like to contribute to our quarterly newsletter, please send your questions and comments to: admin@ims-productivity.com



Achieving excellence through people and productivity

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