

**Developing annual Portfolio Performance and Resources Agreements (PPRAs)**

**Report of the Director of Strategy**

**1. INTRODUCTION AND PURPOSE OF REPORT**

1.1 Following the submission of the council's draft PPRAs to this year's first round of scrutiny committee meetings and approval at Cabinet on 27<sup>th</sup> June 2023, this report provides an opportunity for the Scrutiny Co-ordination Committee to understand the process of how the PPRAs are compiled and to comment and input on the process.

**2. BACKGROUND**

**2.1 Portfolio Performance and Resources Agreements (PPRAs)**

2.1.1 Stockport Council's PPRAs flow directly from the Council Plan (as developed by Cabinet and supported by officer and adopted by the council meeting) and set out the key responsibilities in relation to services and budgets for each of the council's (currently seven) Cabinet portfolios. They also describe the range of activities, projects and programmes that will support delivery of the priority outcomes and the key performance indicators (KPIs) that will reflect progress over the year.

2.1.2 Each Portfolio Holder leads, owns and has development and oversight of their PPRA, with CLT and other officers providing support, quality and deliverability assurance.

2.1.3 There is a separate agreement for each of the seven portfolios. The main elements of these agreements are:

- **Portfolio Holder's introduction.**
- **"Plan on a page"** – summarises the key elements in the performance section of the document (service areas covered as well as the portfolio priorities and their associated key delivery programmes/projects and KPIs). Appendix 1 sets out an example of a plan on a page.
- **Portfolio summary.**
- **Delivery plan and performance framework** setting out key delivery programmes and KPIs associated with (usually three to five) portfolio priorities.
- **Financial resources and monitoring**, including, where appropriate, revenue budgets, earmarked reserves, savings programme, capital programme.
- **Glossary** of acronyms.

## 2.2 PPRAs development process

2.2.1 The annual Council Plans, which are approved at Budget Council meetings each February, provide the foundations on which the agreements are developed. The 2023/24 Council Plan for example, available [here](#), sets out the council's four "Big Ambitions", the key areas through which these ambitions will be delivered and how we will know we have had an impact.

2.2.2 Using the Council Plan as the starting point, the main steps in producing the PPRAs are summarised below.

- (1) Following conversations with the Portfolio Holder, an initial "plan on a page" based on these elements of the Council Plan is prepared (as well as ongoing work in the current previous agreement).
- (2) The draft plan on a page is then shared with the relevant Corporate Leadership Team (CLT) member and wider Senior Management Teams (SMTs) to provide support and input with regard to quality and delivery assurance.
- (3) The plan on a page is then developed further in conjunction with the Portfolio Holder and a draft agreement is prepared and finalised with the Portfolio Holder.
- (4) The council's Business Intelligence team has a particular role in supporting the Portfolio Holder in relation to developing the key KPIs that will be used to measure the impact of the agreement, for example defining appropriate new KPIs and benchmarking/setting targets relating to KPIs (existing and new).
- (5) The draft PPRAs are then published and considered by the relevant Scrutiny Committee, which may request amendments to the document prior to its adoption.
- (6) The final version of the PPRAs, incorporating any amendments requested by the Scrutiny Committee, is then submitted to Cabinet for approval and adoption.

2.2.2 Over the course of the year, scrutiny committees receive Portfolio Performance and Resources Reports (PPRRs) that provide updates on progress with delivery programmes, show latest figures relating to KPIs (RAG rating progress against targets wherever appropriate) and set out the portfolio's latest financial position.

## 2.3 Timing of the PPRAs process

2.3.1 In recent years, PPRAs have tended to be developed around the same time as the previous year's Quarter 4 PPRRs (i.e., from late March) and both documents have been considered within the June Scrutiny cycle.

2.3.2 Occasionally however, sign-off of PPRAs has been delayed until the September Scrutiny cycle. This happened with the 2022/23 Agreements, when the

administration changed following the May 2022 election. This decision was taken to allow sufficient time for agreements to be aligned to a new set of portfolios and new cabinet members to become familiar with their portfolios.

### **3 FINANCIAL AND RISK ASSESSMENT CONSIDERATIONS**

3.1 None.

### **4 LEGAL CONSIDERATIONS**

4.2 None.

### **5 HUMAN RESOURCES IMPACT**

5.2 None.

### **6 EQUALITIES IMPACT**

6.2 None.

### **7 ENVIRONMENTAL IMPACT**

7.2 None.

### **8 CONCLUSIONS AND RECOMMENDATIONS**

8.2 Committee members are asked to:

(a) Note the process currently followed for the development of the development of annual Portfolio Performance and Resources Agreements.

(b) Comment on any aspect of the process.

#### **BACKGROUND PAPERS**

There are none

Anyone requiring further information should contact

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## Appendix: Example of a “Plan on a Page”

(Source: Parks, Highways & Transport Services 2023/24 Portfolio Performance & Resources Agreement)

<b>PARKS, HIGHWAYS AND TRANSPORT SERVICES – PORTFOLIO PLAN ON A PAGE 2023/24</b>					
<b>Council Plan Ambition(s)</b>	Ambition 3: Wellbeing in neighbourhoods				
<b>Council Plan Cross-Cutting Theme(s)</b>	Theme 1: Fair and Inclusive Stockport Theme 2: Climate Action Now				
<b>Areas of responsibility</b>	Parks and Open Spaces; Cemeteries & Crematoria; Transport and Infrastructure; Sustainable Transport; Highways Maintenance; Parking; Street Lighting; Traffic Services; Street cleaning, fly tipping and gulley maintenance				
<b>Portfolio Priorities</b>	<b>Maintaining infrastructure</b>	<b>Implementing transport projects</b>	<b>Sustainable Transport</b>	<b>Protecting and enhancing the natural environment</b>	<b>Ensuring standards of cleanliness public realm</b>
<b>Key objectives and delivery programmes</b>	<ul style="list-style-type: none"> <li>• Maintaining and improving infrastructure.</li> <li>• Road Safety.</li> <li>• Flood management</li> </ul>	<ul style="list-style-type: none"> <li>• Cheadle Railway Station.</li> <li>• Business case for Metrolink.</li> <li>• Local Transport Plan for Stockport</li> <li>• Stockport Interchange</li> </ul>	<ul style="list-style-type: none"> <li>• Active travel</li> <li>• Electric vehicle charging</li> </ul>	<ul style="list-style-type: none"> <li>• Tree planting, grasslands and orchards.</li> <li>• Biodiversity enhancement programmes.</li> </ul>	<ul style="list-style-type: none"> <li>• Work with community groups.</li> <li>• Diversity and accessibility of green spaces.</li> </ul>
<b>Performance Measures</b>	<ul style="list-style-type: none"> <li>• Highway impairments.</li> <li>• Footway impairments.</li> <li>• Miles of 20mph speed limits in residential areas.</li> </ul>		<ul style="list-style-type: none"> <li>• Publicly accessible EV charging points.</li> </ul>	<ul style="list-style-type: none"> <li>• Tree planting, meadows and orchards.</li> </ul>	<ul style="list-style-type: none"> <li>• Street cleanliness.</li> <li>• Quality of greenspace.</li> <li>• Fly-tipping.</li> </ul>