

Poynton Relief Road –Meetings and Governance Structure

PROGRESS MEETINGS	
Attendees	Sophie Kelly, Martin Davies, Andrew Drake, Peter Kirk (Optional) – with input from Simeon Butterworth, and Team Leaders where necessary.
Frequency	Monthly
Agenda	Project level discussion (programme, change, spend etc..)

PROJECT BOARD MEETINGS	
Attendees	Simeon Butterworth, Peter Kirk, Andrew Ross, Paul Griffiths, Jim McMahon (Stockport MBC) – with input from the project team (Sophie Kelly, Martin Davies and Andrew Drake).
Frequency	Monthly
Agenda	High level project discussion with any exceptions from the progress meeting escalated by the project team. Any key decisions will be taken to Strategic Programme Board Meetings.

STRATEGIC PROGRAMME BOARD MEETINGS	
Attendees	Simeon Butterworth, Peter Kirk, Andrew Ross, Kevin Melling, Pryce Evans – with input from WPRR Project Manager (Andrew Drake).
Frequency	Monthly
Agenda	Discussion regarding live and pipeline CEC schemes. As well as key decisions, the meetings will review programme and budget as highlighted on the projects 'highlights report' that needs to be completed in advance.

POYNTON BYPASS – GOVERNANCE STRUCTURE			
Project Role	Name	Title	Organisation
PROJECT BOARD			
Senior Responsible Owner (SRO)	Andrew Ross	Strategic Highways and Infrastructure Manager	Cheshire East Council
Employer's Project Director	Paul Griffiths	Principal Transport Officer	Cheshire East Council
Senior Supplier	Peter Kirk	Divisional Director	Jacobs
Ringway-Jacobs Commercial Manager	Pryce Evans	Delivery Project Manager	Cheshire East Highways
Framework Manager	Simeon Butterworth	Divisional Director	Jacobs
	Jim McMahon		Stockport MBC

PROJECT DELIVERY – CORE TEAM			
Employer's Project Sponsor	Sophie Kelly	Principal Transport Officer	Cheshire East Council Highways
Employer's Assistant Project Sponsor	Martin Davis		Cheshire East Council Highways
Delivery Project Manager	Andrew Drake	Principal Engineer	Jacobs

Assets	Peter Hall		Cheshire East Council
Spatial Planning	Stuart Penny	Northern Area Manager (Spatial Planning)	Cheshire East Council
Economic Development and Regeneration	David McGifford	Regeneration Officer	Cheshire East Council
Employer's traffic advisor	Andy Sellors		Cheshire East Council
Highways Lead	Adam Godbold	Engineer	Jacobs
Traffic and Economics Lead	Keith Barber	Principal Engineer	Jacobs
Traffic modelling	Andrew Spittlehouse	Principal Engineer	Jacobs
Environmental Coordinator	Simon Bird	Environmental Coordinator	Jacobs
PROJECT DELIVERY TEAM			
Legal	Tessa Leonard	Senior Lawyer	Cheshire East Council
Legal	Elaine Woods	Lawyer Highways	Cheshire East Council
Finance	Joanne Wilcox	Corporate Finance Lead	Cheshire East Council
Land	Mandy Clarke	Highway Land Officer	Cheshire East Council
Procurement and Finance Manager	TBC		Cheshire East Council
Employer's Highway Advisor	Rob Welch	Traffic & Road Safety Team Leader	Cheshire East Highways
Employer's Environmental Health Advisor	Phil Mason	Senior Enforcement Officer	Cheshire East Council
Employer's Ecological Advisor	James Baggaley	Nature Conservation Manager	Cheshire East Council
Employer's Air Quality Advisor	Rebecca Shorrock	Enforcement Officer- Air Quality	Cheshire East Council
Employer's Public Transport Advisor	Jenny Marston	Policy & Accessibility Manager	Cheshire East Council
Research and Intelligence	James Rounce	Senior Research Analyst	