

## APPENDIX 3

### CONSEQUENTIAL AMENDMENTS AND CHANGES TO THE CONTRACT PROCEDURE RULES (CPRS)

#### CONSTITUTION

P.11 Insert “*Executive Monitoring Board*” in the box with Tatton Board/Shared Services Committee

p.45 Chapter 12 Decision Making para 1 Responsibility for decision-making

Insert the following as 1.4

*“The Council has established an Executive Monitoring Board which provides a key advisory role in relation to the ongoing monitoring of key project delivery and project management arrangements, as set out in Sections 3 and 4.”*

p.62 Part 3 Responsibility for Functions – Responsibilities of the Cabinet

Insert the following at the end on p.63

*“The Council has established an Executive Monitoring Board (known as EMB) which provides a key advisory role to the Cabinet in relation to ongoing monitoring of key project delivery and project management arrangements, as detailed further in Section 4. EMB maintains its own Terms of Reference and these are subject to formal Cabinet approval.”*

p. 69 Responsibilities of Performance Portfolio Holder (now Portfolio Holder for Corporate Policy and Legal)- insert text in red

The Portfolio Holder is responsible for all matters relating to the Council’s affairs in respect of the Performance Portfolio and is responsible for liaising with other Members of the Cabinet, particularly where those matters affect other aspects of Council business or the Borough. **This includes chairing the Executive Monitoring Board (although this function can be delegated as required).**

p.71 Responsibilities of Finance and Assets Portfolio Holder- insert text in red

The Portfolio Holder is responsible for all matters relating to the Council’s affairs in respect of the Finance and Assets Portfolio and is responsible for liaising with other Members of the Cabinet, particularly where those matters affect other aspects of Council business or the Borough. **This includes sitting on the Executive Monitoring Board in the capacity of Vice Chair (although this function can be delegated as required).**

#### CONTRACT PROCEDURE RULES

Deletion of text struck through as set out below.

Page 331 – Glossary

**EMB** – Executive Monitoring Board. A group of members/officers, who endorse, by way of review and challenge, all major Projects and Programmes (Capital and Revenue) either managed solely by Cheshire East or in partnership with other organisations. ~~Major Projects and Programmes’ are generally those where there is Authority investment above £250k and/or where there is significant risk.~~

Page 332 – Glossary

**TEG** – Technical Enabler Group. A Group of Officers from various professional disciplines who provide specialist guidance and review proposals in the form of High-Level Business Cases and Project Initiation Documentation (PID’s) ~~before they are considered by EMB.~~

Page 334 – 1.1.1 of CPRs

Additional work outside of the scope of any existing contractual arrangements with the Authority's companies should be subject to a business case and demonstrate value for money. ~~Where the value is above £250k, they will need to be submitted to TEG / EMB.~~ However in the interest of best practice and demonstrating value for money, the Commissioning and / or Procuring Officer may wish to subject such contracts to competition.

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- ~~• If the value of the contract is above £250k or involves significant change/risk then the project should be approved by TEG and EMB.~~