

## APPENDIX 11

### MAJOR PROJECTS BOARD - DRAFT CHANGES TO THE CONSTITUTION

#### Notes on changes:

1. Deleted text is indicated with a strikethrough.
2. New text is **highlighted**.
3. Paragraph numbering will be amended accordingly.

### PART 3E: MATTERS RESERVED TO EXECUTIVE COMMITTEES

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The leader will maintain a written record of any delegations to executive committees here.

#### Major Projects Board

The major projects board to:

1. Agree the delivery plans for each major project.
2. At regular intervals monitor the achievement of the delivery plan through performance management reports on each major project.
3. Receive annual reports as appropriate.
4. Agree exception reports when there is any significant delay or barrier to delivery of the agreed plan.
5. Establish project delivery boards ensuring arrangements for stakeholder consultation and involvement are in place.
6. Monitor the effectiveness and appropriateness of the project delivery boards and agreed to any necessary changes.
7. Hear deputations or receive reports from stakeholders **relating to matters on the agenda for the meeting.**
8. Allocate and agree resources, use of resources for each major project, **within the financial parameters for each project set by the executive.**
9. ~~Agree any variance in resource allocation to any major project.~~
10. Confirm the executive member lead on each major project.
11. Sign off major projects when they are completed or no longer require significant executive input.
12. Resolve conflicts and dependencies between any major projects **within the financial parameters for each project set by the executive.**
13. ~~Set up additional major projects as required.~~
14. Agree the scheme of management (delegations) to officers.
15. Agree policy decisions in respect of major projects that are required to deliver the major project.

16. Agree the forward **programme** plan for the projects board.

Nothing in the above shall infer authority for decisions that are set out elsewhere in the constitution.

The major projects board will adopt the executive procedure rules ~~where they apply,~~ **except Rule 2.3(b), Rule 2.6(iii) and Rule 2.11.**

**The major projects board shall comprise the leader together with four other executive members of the council. The leader shall appoint the vice-chair. The quorum for a meeting of the major projects board shall be three.**

~~The appointed executive members to the major projects board will be all executive councillors.~~

**NOTE:**

- (a) All matters not reserved to the executive, executive committees or to individual members are delegated to the appropriate chief officer and heads of service. All delegated matters can always be decided by the parent body. See also Part 3K: Matters delegated to officers.