

MANAGING PROJECTS FOR SUCCESS

In a local government environment

Managing Projects for Success is a two day course in the principles and practice of project management in a local authority context. The Project Management Framework taught on this course is adapted from best practice programmes to suit the needs of councils and housing associations. It is compatible with the more complex frameworks which will be needed for larger projects and programmes.

If you have specific needs, ValueAdding.com can easily tailor the framework to fit with your unique requirements. We can also assist you with introducing a successful, project management culture and governance process.

Is this course for you?

Project management is a key competence for your business. Many of the things you do are project-based, with objectives of delivering at the right quality, on time and under budget. No doubt there are pockets of good practice within your organisation, but there will have been times when a more professional approach would have benefited your customers and your business. Do you want:

- A consistency of approach across your organisation?
- Professionalism in the management of projects?
- Clarity in what is expected of Project Managers and other roles involved in projects – responsibilities, accountabilities, mandatory documentation and reporting?
- The capability to monitor and control projects effectively?
- The ability to delegate responsibility for project delivery with the confidence?

...and, of course:

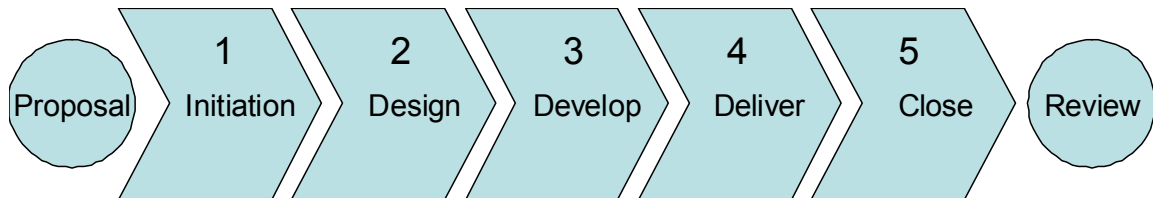
- More successful projects, delivered on time, to budget?

This course is suitable for everyone who has an involvement in project management. As it is highly participative, those with lots of experience can share this with the group as all delegates become familiar with the framework. Less experienced staff will be set on the right track from the beginning. Why not put the whole team on a course and get the synergy of everyone learning together and building teamwork?

The ValueAdding Project Management Framework

ValueAdding.com has developed a 5-Step Project Lifecycle which will give your project managers the framework in which to deliver most of the projects they will ever be asked lead.

Each step is clearly explained, with associated documentation supplied. Helpful checksheets are included to assist the project team throughout the process. Mandatory processes are included without being overly bureaucratic.



Research has shown that the chance of project success is greatly improved when a good, practical framework is followed by the team. The ValueAdding.com Project Management Framework is a proven way to achieve professional project management. It will deliver the level of control needed for the vast majority of projects in the public sector without too much bureaucracy and complexity.

The Training Programme

Sessions

- The Project Management Framework
- Roles, Responsibilities and Governance
- Project Proposal
- Project Initiation
- Project Planning: The Work Breakdown Structure
- Planning techniques
- Change Control
- Communications
- Stakeholder Management
- Risk Management
- Monitoring and Project Reporting

Each session will be complemented by relevant exercises, discussions and breakout groups. All examples and case studies are related to local authority experience.

All the required documents for project control and monitoring are supplied as templates in electronic format. They can be tailored for use in your organisation.

A manual is supplied for each delegate with all the visual aids that are used and checksheets for the Project Management Framework.

Benefits of Your People Attending

This practical 2-day programme will help anyone involved in projects to:

- Understand the importance of professional project management
- Learn a project management framework which is compatible with best practice
- Achieve clarity in project deliverables
- Be able to lead, and control, medium-sized projects successfully
- Understand the responsibilities, and accountabilities, of the key roles in a project
- Manage the reporting and monitoring
- Avoid common pitfalls of project failure

Course Fees

The cost of running an in-house, Managing Projects for Success training programme is £1,850.00 for the 2 days, plus travel expenses for our tutor at cost. This is only £77 per delegate per day for 12 delegates, which is far cheaper than sending them on an open course (especially when each delegates' travel expenses are included).

Building a World Class Project Management Culture

ValueAdding.com can deliver a full service for your project management needs if you require it:

- Strategic planning for introducing a project management culture
- Customisation of our Project Management Framework to suit your current processes and nomenclature
- Short workshops for senior managers – governance, familiarisation and supporting project teams
- Consultancy to assist with the introduction of the Project Management Framework
- Train your trainers to deliver the courses
- Mentor your project managers on live projects
- Contract project management and project support when you need it

Whatever your project needs, ValueAdding.com can build your capability to deliver outstanding project success. Please call us to arrange a exploratory meeting.

Please contact Alastair Watson to discuss any aspects of project management.

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