

Project Solution Suite

Project Governance Handbook

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As approaches change and improve over time, or emerging processes and technologies mature and are adopted by organisations, they will be reflected in ongoing updates to this handbook. Positive feedback is needed to improve and maintain its relevance. Comments or suggestions concerning this handbook should be directed to goal@goalgroup.com.au

Foreword

Developing project governance skills

Most organisations are under pressure to ensure that their investments in capability improvement and organisational change through project work realise tangible benefits – return on investment, increased flexibility, and so on. And the responsibilities of senior management with respect to more effective corporate governance are becoming more onerous. This means that those in governance role need increased levels of support, and access to the experience of others gained through both successful and troubled project governance experiences.

Objectives of this handbook

This *Project Governance Handbook* has been produced with the following objectives in mind:

- to support those newly appointed to project governance roles, and as a ready reference for those with more experience
- to assist in standardising the practice of project governance in organisations
- to ensure that all Project Board members are aware of their roles and responsibilities, and organisational expectations of them
- to provide a consistent approach to discharge of governance responsibilities at key milestone of the project lifecycle, including:
 - consistent use of the governance controls provided by the PRINCE2 project management method
 - consistent understanding of key information common to all projects, including scope statements, plans, risk and issue logs, and highlight reports
- to encourage Project Board members to proactively engage with the projects for which they are responsible
- to support the ongoing professional development of Project Board members.

PRINCE2 project management method

This document was written to address the needs of Project Board members in any environment, but it assumes that the controls provided by the PRINCE2 project management method are available. If this is not the case, then this document will support Project Board members who wish to introduce more effective project controls into their organisations.

Resource to support project managers

This handbook should be used like any other tool. It will assist Project Board members in the professional and successful discharge of their project governance responsibilities. While this handbook is not intended to be a rigid standard as such, and is not intended to replace organisational methods that may be put in place from time to time, it does represent a framework within which project governance can be planned and executed in a uniform manner.

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Operations Director

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