

Management for Professionals

More information about this series at <http://www.springer.com/series/10101>

Michael Knapp

Enterprise Portfolio Governance

How Organisations Optimise Value
From Their Project Portfolios



Springer

Michael Knapp
Michael Knapp & Associates
Bundeena, NSW, Australia

ISSN 2192-8096 ISSN 2192-810X (electronic)
Management for Professionals
ISBN 978-981-10-7837-8 ISBN 978-981-10-7838-5 (eBook)
<https://doi.org/10.1007/978-981-10-7838-5>

Library of Congress Control Number: 2017964508

© Springer Nature Singapore Pte Ltd. 2018

This work is subject to copyright. All rights are reserved by the Publisher, whether the whole or part of the material is concerned, specifically the rights of translation, reprinting, reuse of illustrations, recitation, broadcasting, reproduction on microfilms or in any other physical way, and transmission or information storage and retrieval, electronic adaptation, computer software, or by similar or dissimilar methodology now known or hereafter developed.

The use of general descriptive names, registered names, trademarks, service marks, etc. in this publication does not imply, even in the absence of a specific statement, that such names are exempt from the relevant protective laws and regulations and therefore free for general use.

The publisher, the authors and the editors are safe to assume that the advice and information in this book are believed to be true and accurate at the date of publication. Neither the publisher nor the authors or the editors give a warranty, express or implied, with respect to the material contained herein or for any errors or omissions that may have been made. The publisher remains neutral with regard to jurisdictional claims in published maps and institutional affiliations.

Printed on acid-free paper

This Springer imprint is published by the registered company Springer Nature Singapore Pte Ltd.
The registered company address is: 152 Beach Road, #21-01/04 Gateway East, Singapore 189721, Singapore

Prologue

This book emerges from more than 40 years of work as a portfolio, program and project (often shortened to PPP or ‘3P’) governance and management professional, trainer, consultant and educator. I have worked on over 60 projects—of which I managed 25, ranging in size from several hundred thousand dollars up to over five hundred million dollars—and worked in, or consulted to, more than 30 organisations in Australia, Asia, the USA and the Middle East. I have conducted more than 300 workshops in many aspects of information technology and 3P management and leadership, working with more than 3000 professionals who have shared their stories and experiences and who were both delighted and appalled at what organisations do with (and to!) their portfolios, programs, projects and people.

This book deals with portfolios (and programs and projects) which organisations run internally, to design and build products, improve operational efficiencies, restructure and even re-engineer their organisations and implement information systems and communications technologies. The project model is used to better execute strategies and plans, meaning this approach sees the project as almost utilitarian – a useful tool to achieve a desired outcome – and the less problem the tool presents, the better the tool. Organisational projects, having roots in information technology, are often called ‘IT projects’, and those managing them are called ‘IT project managers’, but in my discussion throughout the book, this labelling is incorrect. Commencing in the late 1970s, I, along with a network of like-minded professionals, started to view organisational projects not as IT projects but as IT-enabled business projects. Leveraging methods such as business process re-engineering, we encouraged our clients to focus on the business drivers and strategy and insisted that all projects must have a valid business case. Yet organisations persisted with funding projects out of the IT budget and appointing the CIO as the most senior stakeholder. It seemed that there were few in the CxO suite who wanted to take ownership of projects even though the success of their business plans was substantially dependent on project success. This ‘hands off’ approach proved highly problematic.

I began conducting workshops in information systems and information technology in 1986 and project management in 1990, as well as other associated workshops, such as risk management and estimation. One session which always proved

popular was ‘What causes projects to fail?’, where I asked attendees to rate a number of ‘factors causing project failure’ and to suggest additional factors if my list seemed incomplete. Consistently and unambiguously, people identified several factors, above all others, one of which is a senior manager walking away from his commitments and accountabilities. ‘Losing interest’ and ‘Taking notice of the project only when it was in trouble’ were how it was often put. The point of frustration for so many of these project professionals was that senior management’s failure to meet their accountabilities saw them, that is senior management, as the cause of the problem they were complaining about. I asked what the biggest problem on their project was, and it was quite disturbing how a lot of times ‘My sponsor’ was answered.

If project professionals saw their own management as their biggest problem, what did their management think?

On many occasions, I would be called in to discuss the ‘problems we have with projects’ with the executive management of large financial services and insurance and telecommunications companies (amongst a range of industries I worked with). Their frustration was that despite investing substantially in training programs, their projects were not performing as expected and project failure was a continual possibility if not probability. What could be done? I would sometimes run a maturity assessment to identify their strengths and weaknesses, and the major problem I would identify every time was with project governance. Steering committees were acting inconsistently, senior managers were unclear about their roles as sponsors and steering committee members, and there was broad ignorance of project dynamics and even how to read and interpret a project status report. I would make a range of recommendations for improvement, but, almost without exception, the recommendation regarding building governance competence would be glossed over, downplayed, de-valued or simply ignored. The enthusiastic response would be for me to work with their project managers to ‘put some steel in their spines’ so they could ‘take control of their projects’. Was I speaking Swahili? Why wasn’t the message getting through? It was obvious that senior managers were not interested in understanding project management, as if that was ‘beneath’ them. They had reached a position of senior manager without knowing project management, so communicating anything to them which was wrapped in ‘project speak’ simply did not register. Further, they were simply too busy to pay attention to how they needed to change their behaviours.

Over these 40 years, I have noted the professional bodies were often slow to respond to realities on the ground. The bodies of knowledge (BoK) largely see projects in a mechanistic sense, structured hierarchically and dominated by a command and control culture. I first implemented a portfolio and program structure within an organisation in 1991, so from my own experience, I know 3P has been actively employed for over 37 years, yet it was only recently that the PMI published any standards in these areas. This, in part, is due to historical factors, dominated as it is by the ‘hard hat’ industries, such as engineering, construction and manufacturing. Organisations working across these industries often run projects as their business; employ strict rules around controlling budgets, scope and schedules; and engage

with many subcontractors who work on a fixed-term basis. These projects and the project management are very different from those run by, say, a bank implementing a new customer management system. Everything is different, including the roles, the technology employed and, most importantly, those who take on governance roles. In the ‘hard hat’ industries, those who sit on steering committees are often project professionals; they understand the business, and they know what makes a project successful. A bank (or insurance company, retailer, telecommunications company, media company, consumer goods distributor, healthcare provider, etc.) may well appoint someone with little project experience as a sponsor to a project, or even projects. Is anyone surprised when things don’t work out the way everyone expects (or hopes!)? For too long the project industry has focused on where attention is least required—where the professionals work and perfect their trade—and left alone, if not ignored, those seen as ‘part-timers’, even though they play such incredibly important roles in delivering project success. In a small way I seek to redress this imbalance by writing a book for those who sit outside the profession but control the financing, direction, scope, sequencing and resourcing of portfolios, programs and projects and who, at the end of the day, tell the professionals what success really means.

I have appropriately made references to relevant research, not that I think anyone will follow up the cited works, but rather to show that there are some very deep thinkers out there, publishing some real pearls of wisdom which can be applied in practice to make a difference. With this book, I hope to make a difference, albeit small, in speaking to those who make all the big calls and those who have influence and power well beyond their own understanding of dynamics of portfolios, programs and projects. Change may occur, and with that change may come improvement, greater satisfaction and many, many more successful programs and projects.

Bundeena, NSW, Australia

Michael Knapp

Confidentiality

The organisations who contributed to this book did so on the basis of confidentiality. In return they provided access to highly confidential materials which, for many reasons, should never be made public or divulged to a third party without their express written permission. For these reasons, all attempts have been made to ensure that the identity of these organisations remains confidential without, in any way, distorting the reported facts or data.

Acknowledgments

To the more than 3,500 professionals I have had the privilege to work with in my professional career spanning more than 40 years.

In particular, I would like to recognise the following: Chris Stevens, Alex Tichon, Jill Hopkins, John Gerrand, Naz Guler, John Shuttleworth, Peter Sidiropoulos, Peter Watson and my dear friend and colleague, Dean Huddlestone, who died so sadly in 2016. To all of you I pay my deepest respect and gratitude for your support, advice, guidance and friendship.

Lastly, to my two dear children, Luke and Eleni, for your love and encouragement, I love you both unconditionally.

Bundeena, NSW, Australia

Michael Knapp

Contents

Part I Why Portfolios and Governance Matter

1	It's Time to Change the Project Model	3
1.1	Introduction.....	3
1.2	The Projects Within Scope of This Book.....	4
1.2.1	Organisation Projects.....	6
1.2.2	Where Organisations Invest in Projects	8
1.3	How Projects Perform.....	9
1.3.1	What Is Meant by Project Success and Failure.....	12
1.3.2	Definitions of Project Success	14
1.3.3	Success and Trade-Offs	15
1.3.4	Factors Influencing Project Success and Failure	17
1.3.5	Additional Causes of Project Failure	20
1.4	A Smarter Way of Defining Project Success and Failure	21
1.4.1	What Undermines Business Outcomes Success?	25
1.4.2	Who Has Accountability for Success and Failure?.....	26
1.4.3	By Being Over-Governed Projects Are Being Under-Governed.....	27
1.5	The Future of Portfolios, Programs and Projects.....	28
1.5.1	Optimising Value from Project Investments	29
1.5.2	The Future of Projects	31
1.5.3	The Future of Project Management	32
1.5.4	The Future of Portfolio Governance	33
1.5.5	Looking Beyond the Organisation – Global Value Chains	34
1.6	Conclusion	35
	References	35
2	Portfolios and Governance	37
2.1	Introduction.....	37
2.2	Governance Overview.....	38
2.2.1	What Is Governance?.....	38

- 2.2.2 Corporate Governance 39
- 2.2.3 Principles of Project Governance 45
- 2.3 Understanding Portfolios, Programs and Projects (‘3P’) 46
 - 2.3.1 Portfolio Types..... 49
 - 2.3.2 The Emergence of Portfolios 51
 - 2.3.3 The Need for Enterprise Portfolios..... 53
 - 2.3.4 Portfolios Work to Resolve the Cause of Poor Project Performance..... 54
 - 2.3.5 Portfolios Optimise Value Creation and Benefits Realisation 59
 - 2.3.6 Portfolios Are Able to Adapt to Face New Challenges... 62
- 2.4 Portfolio-Program-Project (‘3P’) Dynamics..... 63
 - 2.4.1 Portfolios, Programs and Projects Are Systems 64
 - 2.4.2 Portfolios Deal in the Currency of Change..... 66
 - 2.4.3 Portfolios and Risk 68
 - 2.4.4 Portfolios Are People-Centric 71
 - 2.4.5 Portfolio Governance Role Structures 72
 - 2.4.6 Governance Role Names 74
- 2.5 Projects, Programs and Portfolios As Social Constructs 79
 - 2.5.1 Portfolios, Politics and Power..... 82
 - 2.5.2 Portfolios As Social Constructs, Some Final Thoughts... 85
- 2.6 Conclusion 86
- References 86
- 3 Governance and Organisation Project Maturity 89**
 - 3.1 Introduction..... 89
 - 3.1.1 Background to Maturity Models..... 90
 - 3.1.2 Beyond Process Maturity..... 92
 - 3.2 Project Management Maturity Models 92
 - 3.2.1 Basis for Most Models..... 92
 - 3.2.2 PMI’s OPM3..... 93
 - 3.2.3 OGC’s P3M3 93
 - 3.2.4 Common Attributes of Most Models 94
 - 3.2.5 Benefits in Applying Models 94
 - 3.2.6 Key Issues Regarding Most Models 95
 - 3.2.7 Maturity: The Missing Dimension in Project Success.... 95
 - 3.2.8 Maturity Models – Conclusion 96
 - 3.3 Organisation Project Maturity Model (OPMM) 97
 - 3.4 Measuring Project Outcomes..... 101
 - 3.4.1 Measuring Project Performance and Outcomes 102
 - 3.5 Results of 34 Maturity Assessments 103
 - 3.6 Improving Maturity..... 106
 - 3.7 Conclusion 108
- Bibliography 108

- 4 What We Can Learn from Corporate Governance** 111
 - 4.1 Introduction..... 111
 - 4.2 Understanding Corporate Governance..... 111
 - 4.2.1 Organisational Theories and Corporate Governance 113
 - 4.2.2 General Theories of Corporate Governance 113
 - 4.2.3 Board Theories and Governance..... 114
 - 4.2.4 Agency Theory 116
 - 4.2.5 The Critical Power Relationship..... 120
 - 4.2.6 Stewardship Theory 122
 - 4.2.7 Institutional Theory..... 123
 - 4.2.8 Managerial Hegemony..... 123
 - 4.3 Understanding Governance Effectiveness 124
 - 4.4 Applying the Principles of Corporate Governance..... 126
 - 4.4.1 Summary of Corporate Governance Functions 128
 - 4.5 Governance and Leadership..... 128
 - 4.5.1 Leadership..... 129
 - 4.6 Discovering Portfolio Governance Functions..... 135
 - 4.7 Conclusion 138
- Bibliography 139
- 5 Governance Behaviours**..... 141
 - 5.1 Introduction..... 141
 - 5.2 Governance Functions 141
 - 5.2.1 Commitment 145
 - 5.2.2 Monitoring 147
 - 5.2.3 Decision Making..... 149
 - 5.2.4 Alignment 150
 - 5.2.5 Prioritisation 152
 - 5.2.6 Leadership..... 153
 - 5.2.7 Mentoring 154
 - 5.3 Governance Behaviours in Action 155
 - 5.3.1 Attitude and Practice Analysis..... 156
 - 5.3.2 Portfolio Governance Assessment 158
 - 5.3.3 Steering Committee Assessment..... 161
 - 5.3.4 What Steering Committees Actually Do..... 166
 - 5.3.5 Time Demands on Governance..... 168
 - 5.3.6 Sponsor Types..... 172
 - 5.4 Solving Governance Behaviour Problems 174
 - 5.4.1 Implement an Integrated 3P Structure 175
 - 5.4.2 Solving the Middle Layer Problem..... 178
 - 5.4.3 Implementing Efficient Decision Making 180
 - 5.5 A Mindset Change 181
 - 5.5.1 Some Useful Practices 187
 - 5.6 Conclusion 194
- References 194

- 6 Portfolios, Innovation and Value Creation 195**
 - 6.1 Introduction..... 195
 - 6.2 Was I Distracted When the Future Arrived? 195
 - 6.3 What Is Value? 198
 - 6.4 Innovation and Value 203
 - 6.5 Organising Innovation Within Organisations..... 206
 - 6.5.1 Harvesting Innovation..... 211
 - 6.5.2 Portfolios and Execution Innovation 213
 - 6.5.3 The Role of Governance in Execution Innovation..... 216
 - 6.6 The Value of Portfolios 218
 - 6.6.1 Portfolios Enable Organisations to Respond to Change 219
 - 6.6.2 Portfolios Optimise Value 220
 - 6.6.3 Portfolios Package a Strategy 220
 - 6.6.4 Portfolios and Realised Benefits 221
 - 6.6.5 Portfolios and Resource Optimisation 222
 - 6.6.6 Portfolios Enable Organisations to Respond to Change 224
 - 6.7 Strategic Management and Portfolios..... 226
 - 6.7.1 The Portfolio-Value Relationship Diagram 228
 - 6.8 Building a Portfolio 232
 - 6.8.1 Example: Building a Portfolio 232
 - 6.8.2 Value: Doability ‘Lens’ 243
 - 6.8.3 Criticality: Alignment Lens 244
 - 6.8.4 Financial Analysis Lens 245
 - 6.8.5 Innovation Analysis 247
 - 6.8.6 The Time Perspective..... 248
 - 6.8.7 Portfolio Master Schedule 250
 - 6.8.8 Interdependency Maps and Heat Maps..... 252
 - 6.8.9 The People Perspective 256
 - 6.9 Conclusion 260
- References 260

Part II 3P Governance Frameworks

- 7 A Framework for Integrating Portfolios, Programs and Projects: The ‘3P Cube’ 263**
 - 7.1 Introduction to the ‘3P Cube’ 263
 - 7.1.1 Role Dimension (X Axis) 265
 - 7.1.2 Layer Dimension (Y Axis)..... 266
 - 7.1.3 Methods Dimension (Z Axis) 267
 - 7.2 Portfolio, Program and Project Execution Frameworks 269
 - 7.2.1 3P Governance: People 273
 - 7.2.2 3P Governance: Process..... 275
 - 7.2.3 3P Governance – Products..... 275
 - 7.3 Phase Gating 278
- References 280

- 8 Enterprise Portfolio Governance Framework..... 281**
 - 8.1 Introduction..... 281
 - 8.2 Enterprise Portfolios – What Could Possibly Go Wrong? 282
 - 8.3 Enterprise Portfolio Governance Methods Overview 284
 - 8.4 Enterprise Portfolio Governance – Process 284
 - 8.4.1 Enterprise Portfolio Phase Gates 285
 - 8.4.2 Strategic Planning 288
 - 8.4.3 Enterprise Portfolio Optimisation..... 293
 - 8.4.4 Enterprise Portfolio Monitoring 294
 - 8.4.5 Enterprise Portfolio Review..... 298
 - 8.5 Enterprise Portfolio Governance – People..... 299
 - 8.5.1 Who Should Sit on the Enterprise Portfolio Board?..... 303
 - 8.6 Enterprise Portfolio Governance – Product 305
 - 8.6.1 Guidelines for Information Management 305
 - 8.6.2 The Big Problem..... 307
 - 8.7 Conclusion 310
 - Reference 310
- 9 Divisional Portfolio Governance Framework..... 311**
 - 9.1 Introduction..... 311
 - 9.2 Divisional Portfolios: What Could Possibly Go Wrong? 311
 - 9.3 Divisional Portfolio Governance Methods Overview..... 313
 - 9.4 Divisional Portfolio Governance: Process 314
 - 9.4.1 Divisional Portfolio Phase Gates 316
 - 9.4.2 Business Planning 319
 - 9.4.3 Portfolio Planning 321
 - 9.4.4 Portfolio Execution 321
 - 9.4.5 Portfolio Review 331
 - 9.5 Divisional Portfolio Governance: People 331
 - 9.6 Divisional Portfolio Governance: Product..... 335
 - 9.7 Conclusion 338
 - Reference 338
- 10 Program Governance Framework..... 339**
 - 10.1 Introduction..... 339
 - 10.2 Programs: What Could Possibly Go Wrong? 341
 - 10.3 Program Governance Methods Overview 342
 - 10.4 Program Governance: Process 343
 - 10.4.1 Program Governance Phase Gates..... 343
 - 10.4.2 Program Initiation..... 348
 - 10.4.3 Program Set-Up and Design 352
 - 10.4.4 Program Delivery..... 352
 - 10.4.5 Benefits Realisation 356
 - 10.4.6 Program Appraisal 357
 - 10.4.7 Program Close and Review..... 359

- 10.5 Program Governance – People 359
 - 10.5.1 Who Should Sit on a Program Steering Committee? 364
- 10.6 Program Governance: Products 366
- 10.7 Conclusion 370
- Reference 370
- 11 Project Governance Framework 371**
 - 11.1 Introduction..... 371
 - 11.2 Projects: What Could Possibly Go Wrong?..... 371
 - 11.3 Project Governance Methods Overview 373
 - 11.4 Project Governance: Process 374
 - 11.4.1 Project Governance Phase Gates 374
 - 11.4.2 Project Initiation 379
 - 11.4.3 Planning and Design 380
 - 11.4.4 Execution 380
 - 11.4.5 Project Close and Review 384
 - 11.5 Project Governance: People..... 384
 - 11.5.1 Who Should Sit on a Project Steering Committee?..... 387
 - 11.6 Project Governance: Products..... 388
 - 11.7 Conclusion 391

Part III Implementing Good Governance Practices

- 12 Designing a Governance Improvement Program..... 395**
 - 12.1 Introduction..... 395
 - 12.2 Design Guidelines..... 398
 - 12.2.1 Seek Out a Champion 398
 - 12.2.2 Start with Success in Mind 399
 - 12.2.3 Program Scope..... 400
 - 12.2.4 Who Should Be Involved – Our Stakeholders 400
 - 12.2.5 Define How Behaviours Will Change..... 404
 - 12.2.6 Use Innovative Learning Models 406
 - 12.2.7 Standardisation 406
 - 12.3 Plan It Like a Program – Run It Like a Program 406
 - 12.3.1 Improvement Means Continual Improvement 407
 - 12.4 Conclusion 407
- 13 Implementing Enterprise Portfolio Services 409**
 - 13.1 Introduction..... 409
 - 13.2 The Need for Enterprise Portfolio Services..... 412
 - 13.2.1 The Problems an EPS Will Help Solve..... 412
 - 13.2.2 Purpose of Enterprise Portfolio Services 414
 - 13.2.3 What an EPS Does..... 414
 - 13.2.4 The Value Proposition..... 416
 - 13.2.5 Key Stakeholders 417
 - 13.3 EPS Functions..... 420
 - 13.3.1 Methodology Management..... 420
 - 13.3.2 Support Enterprise Portfolio Execution 423

13.3.3	Information and Knowledge Management	424
13.3.4	People and Practice Leadership	425
13.3.5	Consulting and Advisory Services.....	425
13.3.6	Tool Selection and Support.....	426
13.3.7	Finance and Administration.....	428
13.4	How Responsibilities Are Split Between Enterprise and Division.....	429
13.5	Conclusion	430
14	Appendices	431
14.1	Appendix A: Project Success Criteria.....	431
14.1.1	Additional Data and Analysis of Project Performance....	431
14.1.2	Industry Definitions of Success	433
14.1.3	Academic Definitions of Project Success	434
14.1.4	Factors Influencing Project Success and Failure (Table 14.2).....	439
14.1.5	How Different Project Roles View Success and Failure..	440
14.1.6	A Model for Defining Project Success	445
14.2	Appendix B: Deriving a Set of Governance Functions and Behaviours	448
14.2.1	Known Governance Behaviours	448
14.2.2	Summary of Project Governance Behaviours and Functions.....	453
14.3	Appendix C: Project Governance Behavioural Model	456
14.4	Appendix D: Research and Field Studies Undertaken.....	458
14.4.1	Studied Organisations	459
14.4.2	Formal Research Project 2005–2008.....	460
14.4.3	Project Performance Field Studies.....	461
14.5	Appendix E: Questionnaires	462
14.5.1	Attitude and Practice Assessment (Table 14.11)	462
14.5.2	Portfolio Assessment (Table 14.12)	463
14.5.3	Steering Committee Behaviours (Table 14.13).....	464
14.6	Appendix F: Categorising Projects	464
14.6.1	Introduction.....	464
14.6.2	Project Categories	465
14.6.3	Criteria for Categorising Projects	466
14.6.4	Project Complexity	467
14.6.5	Project Size	467
14.6.6	Priority	468
14.6.7	Risk	469
14.6.8	Assigning a Project’s Category.....	469
References	470
Glossary	473

List of Figures

Fig. 1.1	A typical enterprise portfolio made up of divisional portfolios, programs and projects	5
Fig. 1.2	The type of projects which typically make up an organisation’s portfolio of projects	6
Fig. 1.3	Project performance and outcomes trends 2012–2016 (PMI 2016)	10
Fig. 1.4	Project success is aligned to a stakeholder’s expectations of outcomes	13
Fig. 1.5	The reality is a project owner picks any two or three and negotiates the others	15
Fig. 1.6	Governance and management have differing perceptions of project success and strategic alignment	19
Fig. 1.7	Differentiating outcomes success from execution success	21
Fig. 1.8	A simple plot mapping execution success against outcomes success	23
Fig. 1.9	Results of analysing 250 projects across six organisations	23
Fig. 1.10	As organisations mature their appreciation of what constitutes success also changes	24
Fig. 1.11	Mapping execution performance against business case performance	24
Fig. 1.12	The broad split between accountability for attributes of project success	27
Fig. 1.13	We need to shift our focus from the ‘Iron Triangle’ to the ‘Golden Triangle’	30
Fig. 1.14	Success criteria are aligned to the appropriate 3P level	31
Fig. 2.1	The key relationships which exist in corporate governance	40
Fig. 2.2	The relationship between corporate governance, functional governance and 3P governance	42
Fig. 2.3	The PMI’s perspective of 3P governance	43

Fig. 2.4 The Governance of Project Management (GoPM) is where corporate governance intersects with project management (Source: Association for Project Management 2011, p. 4)..... 44

Fig. 2.5 Representing the two domains of project governance..... 44

Fig. 2.6 How programs and projects are often structured within organisations..... 47

Fig. 2.7 An example of an Enterprise Portfolio comprised of three Divisional Portfolios running a combination of programs and projects..... 50

Fig. 2.8 A ‘virtual portfolio’ (the Innovation Portfolio) is matrixed over the Enterprise Portfolio..... 50

Fig. 2.9 Mapping the emergence of organisational 3P to the level of control and governance 52

Fig. 2.10 Timeline for the five releases and when funding submissions were made..... 55

Fig. 2.11 The proportion of projects being commenced by quarter, and the cost to initiate..... 56

Fig. 2.12 A resourcing curve for a typical project showing ramp-up and ramp-down ‘wastage’ 57

Fig. 2.13 Plotting the variances between what was reported at project close, to what was in the initial business case 60

Fig. 2.14 Benefits realised as a % of claimed benefits: comparing stand-alone projects to integrated 3P..... 61

Fig. 2.15 The systems view of a project as a ‘black box’ 65

Fig. 2.16 Systems may be comprised of other systems, which is the case for 3P 66

Fig. 2.17 The five levels of governance impacting on projects 73

Fig. 2.18 A selection of the myriad names used for key governance and management roles and forums..... 75

Fig. 2.19 Naming guidelines for all 3P forums 76

Fig. 2.20 We make clear distinction between governance and management roles and forums across the 3P 77

Fig. 2.21 Key relationships between sponsor, owner and project manager 78

Fig. 2.22 A RAPID matrix showing who is accountable for key deliverables..... 78

Fig. 2.23 A RACI matrix showing responsibilities across governance and management roles for key deliverables..... 79

Fig. 2.24 The attitude of 150 project managers attending steering committee meetings..... 85

Fig. 3.1 The four stages of the organisation project maturity model..... 98

Fig. 3.2 The scoring template used to assess and score each maturity attribute..... 101

Fig. 3.3	The results of 34 maturity assessments plotted against each organisation's project performance indicator	103
Fig. 3.4	The average score for each maturity attribute from 34 assessments.....	104
Fig. 3.5	Correlation analysis for the two variables of maturity attribute and maturity level	105
Fig. 3.6	Increasing maturity with three organisations also improves their project performance	107
Fig. 4.1	The key relationships which exist in corporate governance.....	112
Fig. 4.2	The key governance relationships as applicable for a project.....	112
Fig. 4.3	The principal-agent mechanism	117
Fig. 4.4	The make-up of a steering committee reporting pack by page ratio.....	119
Fig. 4.5	How steering committees spend their time when meeting.....	119
Fig. 4.6	The seven core governance functions and their relative impact on project outcomes.....	138
Fig. 5.1	The seven core governance functions and their relative impact on project outcomes.....	142
Fig. 5.2	The frequency of sponsor visits to a project.....	154
Fig. 5.3	Comparing 'before' and 'after' mean scores across the seven assessed areas	157
Fig. 5.4	Comparing 'before' and 'after' of those areas considered strengths.....	158
Fig. 5.5	The overall assessment of each of the six parts in the governance assessment	160
Fig. 5.6	Mean scores from questionnaire completed by 167 steering committee members	163
Fig. 5.7	Steering Committee practices as scored by 167 SC members ranked as 'Poor' (a score of '1' or '2').....	163
Fig. 5.8	Steering Committee practices as scored by 167 SC members ranked as 'Good' (a score of '4' or '5')	164
Fig. 5.9	The information sources used by Steering Committees.....	165
Fig. 5.10	How thoroughly Steering Committee members read the reporting packs	165
Fig. 5.11	Average size of the Steering Committee reports by size of project.....	166
Fig. 5.12	The time spent on key activities at steering committee meetings, analysed by project size	167
Fig. 5.13	The ratio of decisions presented at a steering committee which are deferred, split by project size.....	168
Fig. 5.14	Comparing the 'demand' time against actual time made available, for those taking on a governance role	170
Fig. 5.15	The four types of sponsor analysed by role awareness and level of engagement.....	172

Fig. 5.16	Distribution of sponsor type across 30 studied organisations	174
Fig. 5.17	Portfolio structure before being re-designed into an integrated 3P structure	176
Fig. 5.18	The re-structured 3P governance structure	177
Fig. 5.19	The information flows which should support those in a governance role	178
Fig. 5.20	The standard 3P reporting structure highlighting the Divisional Portfolio layer	179
Fig. 5.21	Align membership between the Governance and Management forums	180
Fig. 5.22	The problems exhibited by projects	182
Fig. 5.23	Agility is the ability for an organization to rapidly respond to competitor, market and environmental challenges and changes so as to create or increase stakeholder value	185
Fig. 5.24	Typically, agility is adopted more by practitioners at the project level, and less by senior management at the portfolio level	186
Fig. 5.25	Representation of Scrum working from a prioritised ‘backlog’ running 1–4 week ‘sprints’	192
Fig. 6.1	The ratio of web pages accessed by device type: desktop, mobile and tablet	198
Fig. 6.2	The eight key groups who have a stake in what value means to them	201
Fig. 6.3	Gary Pisano proposes a strategy can be positioned in one of four quadrants	205
Fig. 6.4	Modified Ansoff Matrix as proposed by Nagji and Tuff to demonstrate where organisations need to invest	206
Fig. 6.5	The Value Chain as proposed by Michael Porter	208
Fig. 6.6	Product versus Process innovation: getting the balance right	209
Fig. 6.7	The ‘innovation funnel’ is adopted by many organisations but often proves inefficient	211
Fig. 6.8	Innovation centres work in a matrix arrangements across portfolios to turn opportunities into realities	214
Fig. 6.9	Organisations can set up informal ‘guilds’ to leverage innovation ideas, techniques and tools	214
Fig. 6.10	Mapping product and process realised innovation by portfolio	216
Fig. 6.11	Over time the benefits from process innovation should increase	217
Fig. 6.12	As the focus shifts from projects to portfolios, organisations move up the ‘value curve’	220
Fig. 6.13	Portfolios link strategic goals, business objectives through to strategies and which deliver value	221

Fig. 6.14 The program model is an appropriate way to run tightly coupled projects so as to realise earlier, and greater, benefits..... 221

Fig. 6.15 The proportion of claimed benefits actually realised based on the model adopted 222

Fig. 6.16 The common project resource curve includes substantial ramp-up and ramp-down periods..... 223

Fig. 6.17 Cumulative resource histogram shows how resource utilisation is uneven..... 223

Fig. 6.18 The Portfolio-Value Relationship Map..... 228

Fig. 6.19 Portfolios often adopt a matrix structure, where programs deliver benefits to other portfolios..... 230

Fig. 6.20 A set of Value Indicators. Those underlined are pertinent to this example..... 234

Fig. 6.21 The Benefits Dashboard used in Portfolio Planning to assess the relative contribution of all major programs 242

Fig. 6.22 The Value versus Do-ability map, positioning programs in terms of their claimed value and the organisation’s ability to successfully deliver 243

Fig. 6.23 The Criticality versus Alignment map shows the relationship between how urgent the program is against its alignment to architecture 244

Fig. 6.24 Viewing programs in terms of their claimed financial benefits..... 245

Fig. 6.25 Comparing programs in terms of their financial returns against do-ability 246

Fig. 6.26 Financial-innovation analysis 247

Fig. 6.27 Customer-Innovation Analysis 248

Fig. 6.28 Tracking an organisational goal to increase revenue, delivered by the programs making up the portfolio 249

Fig. 6.29 Plotting claimed benefits as contained in the business case compared to realised benefits 250

Fig. 6.30 Timeline view of the ten programs making up the portfolio..... 251

Fig. 6.31 The four projects making up ‘Customer Delight’ program..... 251

Fig. 6.32 Plotting high risk events on the portfolio schedule supports teams planning risk management activities 252

Fig. 6.33 This matrix shows where programs have interdependencies with other programs running in the same portfolio 253

Fig. 6.34 A Change Heat Map showing where change is anticipated and the degree of that change 254

Fig. 6.35 A time-sequenced change map showing how change impacts will change by quarter 255

Fig. 6.36 Examples of resource graphs for a portfolio running over 2 years..... 257

Fig. 6.37 Resource demand and utilisation graph for a key knowledge resource, in this example SMEs 258

Fig. 7.1 The three dimensions which collectively describe the ‘3P’ space 264

Fig. 7.2 By rotating the 3P Cube it is possible to view the role dimension as the primary view (the colour coding as shown here will be used throughout the book, so as to easily distinguish between Portfolio-Program-Project and Governance-Management-Delivery) 264

Fig. 7.3 The typical job roles associated with each Role Layer 266

Fig. 7.4 The life cycle view for portfolio, program and project execution frameworks..... 270

Fig. 7.5 The 3P life cycles can be viewed with a specific, ‘roles lens’ 272

Fig. 7.6 We can extract the Governance layer, rotate it to view governance methods for Portfolios, Programs and Projects..... 273

Fig. 7.7 The Governance view of the 3P framework 276

Fig. 7.8 The key Governance work products 278

Fig. 7.9 Phase gates at each level in the 3P 279

Fig. 8.1 We can use the 3P Cube to extract the governance methods view from which we can easily see the portfolio governance method view 284

Fig. 8.2 The enterprise portfolio execution life cycle sits with the 3P execution framework 285

Fig. 8.3 The enterprise portfolio execution framework is integrated with the divisional portfolio execution framework..... 286

Fig. 8.4 A sample strategic planning event calendar – how NOT to do strategic planning! 289

Fig. 8.5 An example of an enterprise tracking report showing how each divisional portfolio is performing..... 297

Fig. 8.6 Plotting value performance against execution performance..... 297

Fig. 8.7 The governance structure as appropriate for the enterprise portfolio 299

Fig. 8.8 The ‘sub-committee of the board’ model applied at the Enterprise Portfolio..... 304

Fig. 8.9 What Enterprise Portfolio Boards spend their time discussing 307

Fig. 9.1 We can use the 3P Cube to extract the Governance Methods view from which we can easily see the Divisional Portfolio Governance Method view..... 314

Fig. 9.2 The Divisional Portfolio Execution Life Cycle sits with the 3P Execution Framework 315

Fig. 9.3 The key management and governance work products, showing how they move between the Enterprise and Divisional Portfolio execution framework 317

Fig. 9.4 Master Schedule showing all the programs running under the Divisional Portfolio 322

Fig. 9.5 Tracking performance using a Portfolio Performance Index for each program running in the portfolio 324

Fig. 9.6 Plotting the Business Case and Execution Performance indices for the Retail Portfolio..... 325

Fig. 9.7 The portfolio interdependency map shows how programs share dependencies with each other, and the other divisional portfolios 326

Fig. 9.8 Total resource demand by program for a Divisional Portfolio..... 327

Fig. 9.9 Knowledge resource demand by program for a Divisional Portfolio..... 328

Fig. 9.10 Change heat map for the Retail Portfolio..... 330

Fig. 9.11 The 4-level portfolio governance structure highlighting Divisional Portfolio Governance 332

Fig. 9.12 Sample Divisional Portfolio Board charter 333

Fig. 10.1 We can use the 3P Cube to extract the Governance Methods view from which we can easily see the Program Governance methods view..... 343

Fig. 10.2 The Program Execution Life Cycle sits with the 3P Execution Framework..... 344

Fig. 10.3 The key management and governance work products, showing how they move between the program execution framework phases 347

Fig. 10.4 The three fundamental deliverables produced during Program Initiation 348

Fig. 10.5 A program schedule showing the project schedules and major delivery points 353

Fig. 10.6 An example of the overall program performance dashboard, calling out overall status of each program, financials and resource usage..... 354

Fig. 10.7 Program Performance Dashboard, showing the performance of each project making up the program..... 355

Fig. 10.8 The standard 3P reporting structure highlighting those roles and forums at the program level 360

Fig. 10.9 an example of the Program Steering Committee Charter..... 363

Fig. 10.10 Representation of stakeholder groups 364

Fig. 10.11 The Program Steering Committee can be supported by a number of sub-committees 365

Fig. 11.1 We can use the 3P cube to extract the governance methods view from which we can easily see the project governance methods view..... 374

Fig. 11.2 The project execution life cycle sits with the 3P execution framework..... 375

Fig. 11.3	The key management and governance work products, showing how they move between the project execution framework phases	376
Fig. 11.4	The three fundamental deliverables produced during project initiation as shown in Fig. 11.4	379
Fig. 11.5	An example of a project ('Release X') running under Agile.....	383
Fig. 11.6	The standard 3P reporting structure highlighting those roles and forums at the project level	385
Fig. 11.7	Representation of stakeholder groups	387
Fig. 12.1	The 'improvement gap' required for each governance function.....	400
Fig. 12.2	A stakeholder table showing the degree of change required to ensure the improvement program will be successful	402
Fig. 12.3	A support-influence map showing everyone who should be involved in an improvement program	404
Fig. 13.1	The types of support offices map to the appropriate layer in the 3P.....	410
Fig. 13.2	Each 'office' supports a particular level in the 3P structure.....	410
Fig. 13.3	The 'organisation pendulum' represents the way organisations change how they structure their various 3P offices	411
Fig. 13.4	The seven functions which the modern EPS carries out	414
Fig. 13.5	The six key stakeholder groups EPS works with	418
Fig. 13.6	The 3P execution frameworks, representing the governance and management 'lens'. Delivery lens is not shown	421
Fig. 13.7	The four main purposes we use tools and systems for in 3P.....	427
Fig. 14.1	Results of the Standish Chaos survey 1994–2015.....	432
Fig. 14.2	'Causes of project failure' from the PMI 2016 'pulse of the profession' report	432
Fig. 14.3	Causes of project failure as reported by respondents in 2 PwC global surveys comparing 2004 and 2014	433
Fig. 14.4	Distribution of projects achieving a range of success/failure criteria.....	434
Fig. 14.5	The proportion of respondents identifying a major impact on project failure.....	441
Fig. 14.6	How governance and management view the factors causing project failure.....	442
Fig. 14.7	The key relationship map describing how project success may be defined.....	446
Fig. 14.8	The key relationship map describing governance behaviours.....	457
Fig. 14.9	The four dimensions which, collectively, define a project's category	466
Fig. 14.10	The levels which are analysed for each of the four category dimensions.....	466

List of Tables

Table 1.1	The proportion of the total project spend by project type across five industry sectors	8
Table 1.2	Factors influencing project outcomes, ranked by both Governance and Management	18
Table 1.3	CSFs and associated KPIs defined for both Outcomes success and Execution success	22
Table 1.4	Factors causing project failure and where accountability sits.....	26
Table 1.5	How our thinking about projects needs to change.....	29
Table 2.1	Defining attributes for portfolios, programs and projects.....	48
Table 2.2	Systems categorisation model as proposed by Stafford Beer.....	64
Table 3.1	A summary of the CMM-I process maturity levels. Source: CMMI Product Team (2002), Section 4.....	91
Table 3.2	A description of each maturity stage in the OPMM.....	99
Table 3.3	The nine maturity attributes used to describe each stage in the OPMM.....	100
Table 3.4	A description of the scoring template used to assess and score each maturity attribute	101
Table 3.5	The project performance index and how it was calculated.....	102
Table 3.6	Three case study organisations detailing the number and size of projects studied.....	107
Table 4.1	Drawing parallels between corporate governance relationships and project governance relationships	113
Table 4.2	Some common program and project performance KPI's and which performance dimension they correspond to.....	120
Table 4.3	The major activities of boards and how much time is spent on each (Lawler et al. 2002).....	124

Table 4.4	Board characteristics and practices and their effectiveness (Lawler et al. 2002)	125
Table 4.5	The 8 principles of corporate governance as published by the ASX	126
Table 4.6	The 8 principles of 3P governance which form part of the Charter	127
Table 4.7	Comparing the attributes of three prominent leadership models.....	133
Table 4.8	Key functions of management and governance roles	135
Table 4.9	The functions associated with governance behaviours.....	137
Table 5.1	The seven key governance functions and corresponding positive and negative behaviour.....	144
Table 5.2	The 30 Portfolio Governance criteria assessed by 50 senior managers in 1 organisation	159
Table 5.3	The questionnaire 167 steering committee members completed	162
Table 5.4	Time demands on those taking on a governance role by project size.....	169
Table 5.5	The average number of projects those taking on a governance role are involved with, either as the Sponsor (Sp) or steering committee member (SC).....	169
Table 5.6	A description of the four types of sponsor	173
Table 5.7	Comparing the attributes of the organisation viewed as a ‘giant clock’ against seeing the organisation as an adaptive system.....	184
Table 5.8	Three key practices which support organisations acting more agile	185
Table 5.9	Organisation agility enables an organisation to behave as an adaptive system.....	186
Table 6.1	The spread of industry for the fast company’s ‘Top 50’ innovative companies 2016	196
Table 6.2	Stakeholder groups and how they view value.....	202
Table 6.3	An innovation calendar showing the events running to promote innovation and idea sharing.....	215
Table 6.4	A description of the objects making up the Portfolio Value Relationship Map.....	229
Table 6.5	Strategic profile for the case study organisation.....	233
Table 6.6	The Value Driver table used to score programs so as to prioritise all the planned initiatives within a portfolio	235
Table 6.7	Explanation of the make-up of the Prioritisation Value Table	236
Table 6.8	The value scores of the ten programs making up the Enterprise Portfolio.....	237

Table 6.9	The set of attributes which, collectively, define the organisation's ability to successfully undertake a program.....	238
Table 6.10	Explanation of the make-up of the Do-ability Table	239
Table 6.11	The Do-ability scores for the ten strategic programs	239
Table 6.12	The Benefits Dashboard layout explained	240
Table 7.1	The three dimensions of the '3P Cube' and the make-up of each dimension.....	263
Table 7.2	The Methods Dimension allows a simple view of 3P and the Roles dimensions	268
Table 8.1	Enterprise portfolio phase gates and how each gate is processed and the role of governance in making gating effective	287
Table 8.2	A sample enterprise portfolio charter	301
Table 8.3	The portfolio governance roles and responsibilities	302
Table 8.4	The broad split in responsibilities between the Enterprise Portfolio Board and Divisional Portfolio Board.....	303
Table 8.5	The key management and governance deliverables used in the program execution framework.....	309
Table 9.1	Divisional Portfolio Phase Gates and how each gate is processed and the role of governance in making gating effective	318
Table 9.2	The ten questions the Divisional Portfolio Board should ask when monitoring the portfolio	323
Table 9.3	Typical make-up of the Divisional Portfolio Board and associated role responsibilities	334
Table 9.4	The key management and governance deliverables used in the portfolio execution framework	337
Table 10.1	An example showing how programs can be categorised based on value, size and risk	340
Table 10.2	An alternative approach to categorising programs	340
Table 10.3	Program Phase Gates and how each gate is processed and the role of governance in making gating effective.....	346
Table 10.4	Key program governance roles and typical responsibilities	361
Table 10.5	Key stakeholder groups and their representation on the Program Steering Committee	365
Table 10.6	The key management and governance deliverables used in the program execution framework	369
Table 11.1	Project Phase Gates and how each gate is processed and the role of governance in making gating effective.....	378
Table 11.2	Key project governance roles and typical responsibilities.....	386

Table 11.3	Key stakeholder groups and their representation on the Project Steering Committee.....	388
Table 11.4	The key management and governance deliverables used in the Project execution framework.....	390
Table 12.1	Maturity of the 9 methods and where organisations spend their money on 3P improvement programs.....	397
Table 12.2	How each stakeholder group demonstrates their active support for the improvement program.....	403
Table 12.3	Each of the core governance functions showing how behaviours should change.....	405
Table 13.1	Some problems organisation often experience and how an EPS works to resolve them.....	413
Table 13.2	Summary of the seven functions carried out by EPS.....	415
Table 13.3	Where an EPS spends its energy compared to an EPMO.....	417
Table 13.4	The six key stakeholder groups and which functions they require, or where they work with EPS.....	419
Table 13.5	The completeness of each of the 3P frameworks taken from a study of six organisations.....	422
Table 13.6	The five main activities carried out by EPS in information management function.....	424
Table 13.7	The four main activities undertaken by EPS in managing the professional development function.....	425
Table 13.8	The four main activities undertaken by EPS in carrying out the consulting function.....	426
Table 13.9	Four main functions undertaken by finance and administration.....	428
Table 13.10	How responsibilities are split between enterprise and divisional portfolio offices.....	430
Table 14.1	A summary of definitions of project success.....	438
Table 14.2	A summary of research into factors causing project success and failure.....	439
Table 14.3	Major causes of failure and the proportion of respondents assessing each factor as a major cause of failure.....	447
Table 14.4	A description of each entity making up the key relationship map for defining project success.....	449
Table 14.5	A summary of the research into the role and behaviours of project governance.....	452
Table 14.6	Governance behaviours and functions, as summarised from research undertaken to date.....	455
Table 14.7	The seven project governance functions.....	456
Table 14.8	The entity descriptions making up the governance behaviours key relationship map.....	458

Table 14.9	Summary of the projects analysed in the six case study organisations	459
Table 14.10	The distribution of case study projects showing a diversity of project profiles.....	460
Table 14.11	The attitude and practice assessment.....	462
Table 14.12	Portfolio assessment	463
Table 14.13	Steering committee behaviours assessment.....	464
Table 14.14	Project categories and a brief description of each category	465
Table 14.15	The 4 criteria which describe project complexity	467
Table 14.16	The scoring template used to define project complexity	467
Table 14.17	The 4 criteria which describe project size	467
Table 14.18	The scoring template used to define project size.....	468
Table 14.19	The 4 criteria which describe project priority	468
Table 14.20	The scoring template used to define project priority	468
Table 14.21	The scoring template used to define overall project risk	469
Table 14.22	The four criteria which, collectively, define a project's category	469
Table 14.23	The scoring template used to define project category	470

List of Mini-Case Studies

Mini-Case Study 2.1	Managing the wrong risks	70
Mini-Case Study 2.2	It was like a civil war.....	81
Mini-Case Study 5.1	If you commit to a strategy then commit to funding it	146
Mini-Case Study 5.2	Tell it to me so I can understand it	148
Mini-Case Study 5.3	The cost of delayed decision making	150
Mini-Case Study 5.4	Ignore the rest of the organisation at your peril	151
Mini-Case Study 5.5	How long do we have to wait for these guys?	152
Mini-Case Study 5.6	The cost of not getting close to the action.....	153
Mini-Case Study 5.7	Project Managers really appreciate friendly advice	155
Mini-Case Study 5.8	Implementing efficient decision making	181
Mini-Case Study 5.9	Scrum really is for everyone.....	193
Mini-Case Study 6.1	Not invented here works to undermine the value from process innovation.....	210
Mini-Case Study 6.2	The advantages of being architecture led	231
Mini-Case Study 6.3	You're not getting my people!	255
Mini-Case Study 6.4	Resourcing is not just a numbers game	259
Mini-Case Study 8.1	Changing the funding levels of in-flight programs can be very expensive.....	292
Mini-Case Study 9.1	Ignore the rest of the organisation at your peril	313
Mini-Case Study 9.2	How contingency saves much more than it costs	320
Mini-Case Study 10.1	When you're unsure about where you're going, go faster!	349
Mini-Case Study 10.2	Governance as leadership in action	351
Mini-Case Study 10.3	We opened up the covers and discovered a hornet's next	358
Mini-Case Study 11.1	Steering committees are often surprised by cost increases	382