



AIREMILLER



Project Management Office & Governance



Welcome to **Airey Miller**

Invested in supporting councils build more quality affordable homes.

Airey Miller is a multi-disciplinary professional practice specialising in the provision of project and programme level support services to councils. Our approach to providing support is designed to equip council development staff with the technical and client-side skills and capabilities to be effective in their roles as developing councils.

In recognition of the skills shortage and the challenges councils face in attracting those limited resources, we have uniquely positioned ourselves as the consultants of choice for Local Authorities seeking to develop the capacity of their in-house staff. We use practical applications to 'real life' situations and have found that deploying our technical and client-side expertise in this manner facilitates the retention of skills and knowledge capital within an organisation.

We provide support to councils within a scope of service designed not simply to fill a resource gap in a team but structured around training and upskilling the next generation of development, programme and project managers. This support enhances the capability of the in-house team to lead and client the delivery of small and complex development and estate regeneration projects.

As an "in-house, outsourced resource", we provide our clients with proven technical, practical and procedural advice which has enabled them to efficiently work towards achieving their development targets.

Our Project Management Office and Governance services help to identify and manage the risks, issues and dependencies relating to programmes and projects within approved resources and to agreed time scales. This document explores a unique part of our client-side and programme support service to local authorities which is designed to provide a holistic view and a standardised approach to project related governance processes.

**COUNCILS
BUILDING
HOMES** 

Councils Building Homes (CBH) is Airey Miller's own initiative to help support Local Authorities across the country build more quality affordable homes. CBH recently celebrated its first birthday and to date we have helped over 50 councils via knowledge sharing forums and workshops.

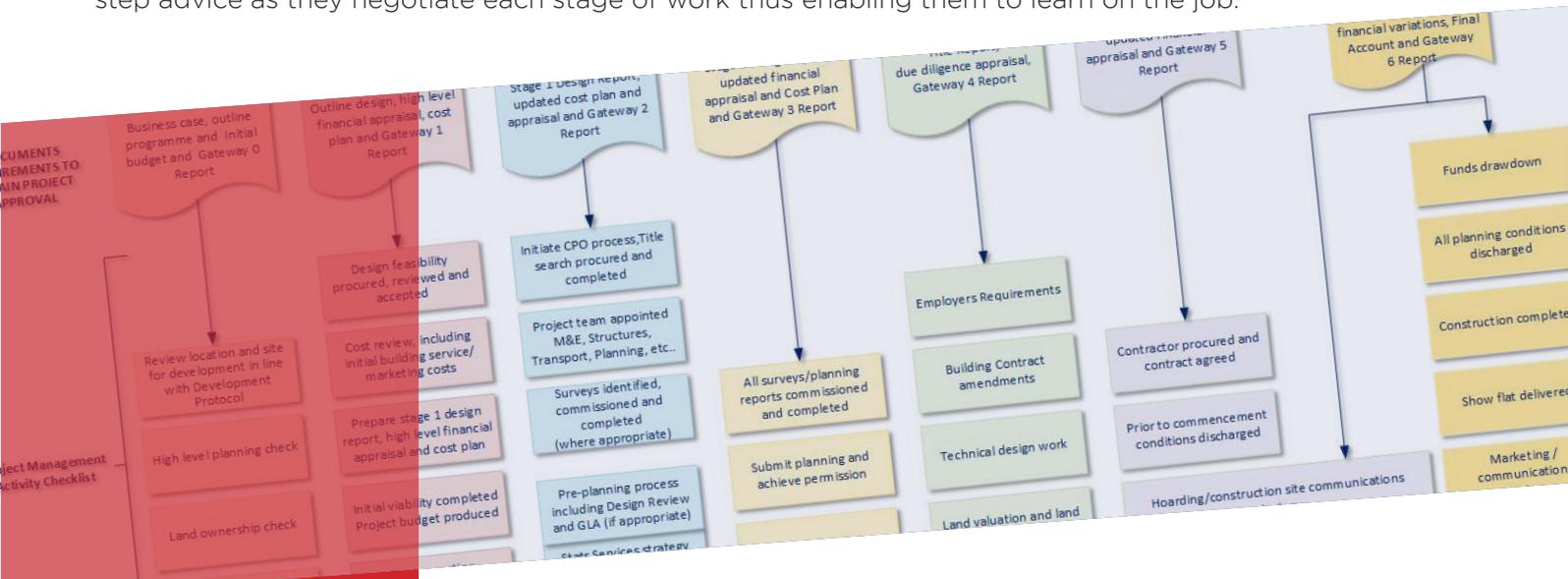
The initiative has earned endorsements from London City Hall, the Greater London Authority and Homes England.



Image:
Airey Miller's Caroline Pillay and Peter Airey chairing discussion on development programme support.

Our Approach:

Our approach can support both experienced and inexperienced client project teams allowing them to retain total control of projects with the significant back-up of the Airey Miller professional team and services. We are able to guide in-house teams through the project development process and stages; providing step-by-step advice as they negotiate each stage of work thus enabling them to learn on the job.



PMO Quick Service List

- Project Governance
- Design and Implementation
- Executive Reporting; Design & Implementation; Cashflow Development & Management
- Development Process Mapping
- Capacity Building and Interim Programme Support
- Financial Modelling and Housing Revenue Account/General Fund Support.
- Reporting on Financial Data
- Quality Assurance

Project Management Office (PMO)

Airey Miller has been designing, implementing and managing Project Management Office services for councils to assist them in managing development data related to large and small projects, and estate regeneration programmes. Our PMO service is designed to provide a single source of truth to inform decision making and programme planning.

Our support includes the following services which are tailored to suit each clients' requirements:

- Regular upward reporting in respect of programme progress, identifying risks early enough to instigate mitigation plans.
- Lead the co-ordination of all project related monitoring; including forecasting, budget monitoring, scheduling and approvals in alignment with programme and governance expectations.
- Accurate and timely advice to project teams, clients, senior officers and elected members based on best practise.
- Capturing lessons learnt on projects.
- Specialist programme consultancy; benefits realisation, value engineering, procurement, social values and technical specification.



Milestones - Building More & Better Homes

Social Homes Built			AST Homes - BP Target: 00 by Mar-20		Social Homes - BP Target: 00 by Mar-19	
Financial Year	Forecast	Actual	Forecast	Actual	Forecast	Actual
20/21 Q1	00	00	00	00	00	00
19/20 Q2	00	00	00	00	00	00

Governance:

We have extensive experience working with public sector clients designing and implementing project governance structures within which major projects are successfully delivered.

We support councils to design and put in place Implementable systems and processes that are accessible, credible and driven from the top. This cements a single agreed set of ideals, standards, behaviours and values which will successfully guide and support staff.

Airey Miller support clients to adopt a project approval process that aligns to development stages and provides a series of managed gateways through the project or programme lifecycle.

We ensure robust and quality assured governance arrangements are embedded in all projects and communicated across all stakeholders.

The clients we are supporting are both new entrants to direct build and those advanced in their development ambitions. The Airey Miller PMO and governance services are intended to equip clients with robust frameworks, tools, methodologies and techniques to help support decision making at executive and corporate level.

Who we are supporting:



COUNCILS BUILDING HOMES

The CBH forum brings together speakers, experts and councils from across the country to share lessons, challenges and successes on how to overcome some of the common barriers to successful programme delivery.

We provide Local Authorities with a platform for informal peer to peer learning and crucial knowledge sharing.

Our mission is to support your mission; using best practice to build and deliver more quality affordable homes for councils.



Airey Miller Client Side Services

We at Airey Miller are invested in driving value from your assets. Whether that be land, buildings or ideas, we specialise in supporting your developments and the growth of your business. Our unique blend of services are executed with the high focus that 23 years of expertise has afforded us, ensuring your project is delivered with the highest levels of proficiency.

Project management

Programme governance

Cost consultancy

Commercial & design management

Programme & development management

Information management, the 'Golden Thread' & BIM

Health & safety professional services

'AMBespoke' financial modelling and viability

Training & capacity building

Process mapping & full business support

Principal designer

Project monitor services

Meet Airey Miller's Service Leads:



Caroline Pillay - Senior Partner

Caroline has a wealth of experience in the delivery of urban regeneration projects, both as a consultant and client side. Her team provides development and project management services and, in conjunction with her colleagues throughout Airey Miller, a complete strategic, commercial and technical advisory service. An example of this is one of the largest regeneration projects in London where we are supporting Homes for Lambeth.

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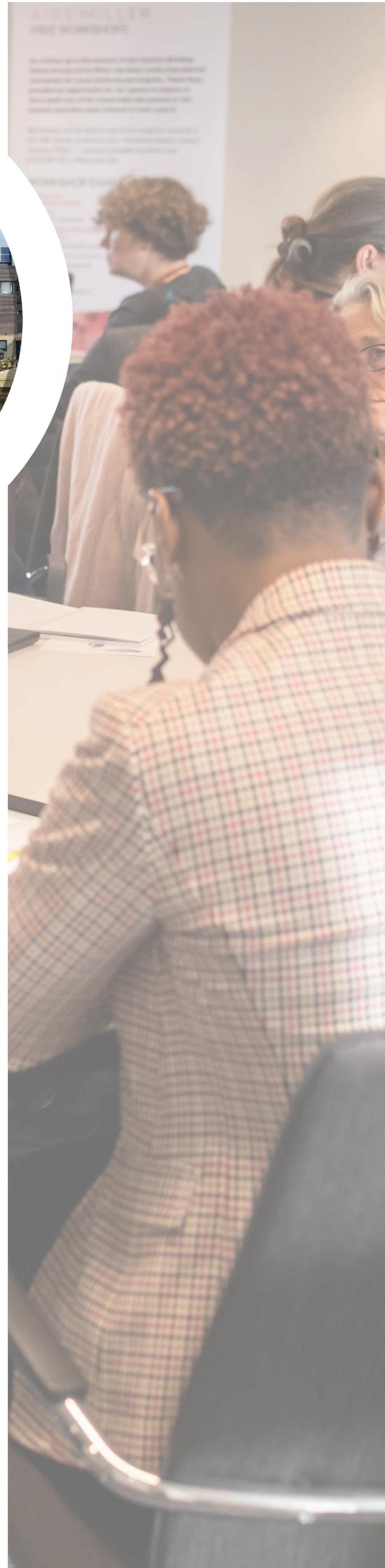
Peter Airey - Managing Director

Peter leads the technical and procurement service provisions. His support teams of highly skilled consultants can provide technical project management, project monitoring as well as a practical support and administration of contracts, agreements and funding arrangements. Peter also leads on our 'Building a Safer Future' provision.



Celia Esimaje - Project Management Office Lead

Celia is an experienced project and programme manager with over 29 years' experience within private and public sector housing regeneration and renewal. She has a strong belief in supporting clients with the right tools to be agile in a rapidly changing environment, managing change effectively to ensure business objectives are met.



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