



## PROJECT MANAGEMENT ... an economical and effective approach

Experienced project management resources at the RIGHT TIME

Key staff unavailable?

**Resourcing headaches.** The project life-cycle typically shows a huge variation in the need for resources. Senior staff involvement is essential at the beginning, and management continuity is needed throughout. Resourcing projects can be a major headache particularly as key staff may have many other tasks to perform. This may lead to projects being postponed or, worse, projects starting off in the wrong direction. Committing full-time resources without proper planning leads to confusion and cost overruns.

Getting off the ground...

**Projects need resourcing before they begin!** ... because a project's concept needs thinking through, and costing and planning before approval. Before being fully justified, project costs must be minimised, but nevertheless professional expertise is needed to get to this stage.

... with cost control

**Focus on achievement** ... not just staffing the plan. Following project approval, there is typically an impetus to bring the planned resources on board quickly, but the need for full-time and part-time resources can fluctuate depending on progress. The emphasis must remain on achieving milestones and managing the costs within budget accordingly.

...with continuity and quality

**Professional control.** The project management role is crucial to achieve the delivery of objectives, on time and to a high quality. Management continuity is needed throughout, including ongoing support for operations and any follow-up projects. Full-time project management is required during busy periods, but part-time management during pre-approval (e.g. 10%) and closedown is equally important.

...by professionals

**Expert project managers.** We provide experienced, professional, and technically aware project managers. Particular areas of expertise are:

- Requirements definition (business and technical)
- Planning activities of customer staff and suppliers
- Contract negotiation with external suppliers
- Project and budget control
- User involvement in business and work process change
- Quality management, reviews, testing and acceptance

## PROJECT MANAGEMENT

... an economical and effective approach (contd.)

### Variable charging

**Economical control.** We can provide project management economically because we manage the peaks and troughs in our project managers' time. We carefully control the costs of our programme of projects and only charge for actual time spent on a specific project. Typically this can result in a 50% saving compared to customers exclusively using full-time employees. For example

- Some projects have a long pre-approval period, but continuity of expertise is vital – only part-time resourcing required
- System testing and roll-out require peak management coordination – full-time (or more!)
- When projects finish, ad hoc support on follow-up issues can help ensure that project benefits are realised – part-time resourcing

### Avoid 'lock-in'

**Value for money.** We recognise that our customers do not want to become dependent on consultants (i.e. 'lock-in'). By paying particular attention to providing project managers to meet project needs (rather than to keep their timesheets full!) and working with yourselves, we help you stay in control, avoid the risk of consultant 'lock-in' and achieve value-for-money from our services.

### Experience

**20 years experience.** Over the last 20 years we have been responsible for managing over 100 projects, big (10+ years) and small (3 months), for our customers. These customers include national and local government, healthcare authorities, and commercial companies in retail, insurance, financial, utility and other sectors. Many of our project managers have more than 20 years' experience of successfully managing projects. Some example projects:

- Programme review for major electricity supplier
- Procurement and implementation of an accounting system for a retail organisation
- Customer adviser for large secure system (government agency)
- Retained consultants for a London Health Authority

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