



The more parties that are involved in your projects the harder they become to manage

Get more from your technology. Take a fresh approach

Keeping all of your technology initiatives running together smoothly is a crucial role for any programme management office. Put RiskCare at the helm and we'll keep everyone pulling in the same direction.

Increase productivity

Typically, the people responsible for implementing a project are also trying to oversee it. Much of their time is caught up in meetings or spent on administrative tasks, leaving little time to dedicate to the project itself. The larger the project, the more complex this supervision becomes.

As your programme manager, we enable your project teams to focus on their deliverables instead of paperwork or communications. We work with you to choose an efficient governance model. We minimise the meetings required between your project participants. Overall, by running your projects efficiently, we help you deliver results on time and to an agreed quality.

Going the distance

Changes in your team, or your company as a whole, can create uncertainty during a long-term project. By working alongside but independently of your organisation, we help you manage your projects in a more objective way. This helps to minimise any disruption caused by organisational changes.

Our role also improves communication and makes reporting lines clearer. Everyone on a project understands who is responsible for its governance and where to go for project information. As well as reducing confusion, this gives project sponsors more control over dependencies and progress.

Manage growth

If a project expands to cover more than one business or region, we offer a point of continuity and stability beyond the original project governance model. We provide enough capacity to scale up your project and manage its growing demands to keep things running smoothly and moving forward.

By offering an independent and impartial perspective, we help you manage your projects more efficiently and deliver them with greater certainty.

Our services include:

- Team structuring
- Project design and planning
- administration (minutes, status reports, budgets)
- Communication and information dissemination
- Quality controls
- Proactive monitoring of plans and tasks
- Independent assessment of risks, issues, deviations and inefficiencies

A successful outcome starts with the right project methodology and management structure.

We help you establish the circumstances under which your project can flourish and be delivered.



Our role as programme manager

We normally formalise our programme management in a service level agreement (SLA). This lays out clear responsibilities, standards of service and the level of quality expected and may include:

Programme oversight

- Creating the right context
- Monitoring risk
- Recommending methodology
- Ongoing independent reviews

Programme management

- Identifying issues, dependencies and assumptions
- Governance methodology and documentation
- Quality control
- Resource management and team structure
- Business case and other initiation documentation
- Identifying and eradicating inefficiencies

Programme planning and tracking

- Planning, scheduling and tracking
- Setting decision and action plans
- Monitor individual workstream plans
- Review milestones on project plans/programme plan

Reporting

- Project status reporting
- Weekly meetings with workstream leaders
- Budget monitoring
- Steering committee presentations

Administration and communication

- Budgeting
- Organisation structuring
- Wiki, project documents and website
- Communications and contact lists
- Desktop/access requests

Manage your projects more productively

To talk to one of our consultants about our programme management, call +44 (0)20 7489 2900 or email enquiries@riskcare.com

For more about our experience and services, visit www.riskcare.com

