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# IT Project & Programme Management

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Is your organisation failing to deliver successful 'value for money' IT projects?  
Is your IT function delivering projects that are all competing for resources?  
Delivering IT projects on-time and budget to the customer a problem?

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*BASIS* consultants are qualified PRINCE2 practitioners, which is a proven best-practice project management methodology. It is widely recognised and understood, and so provides a common language for all participants in the project.

We help your organisation to benefit from the PRINCE2 methodology, through the controllable use of resources and the ability to manage business and project risk more effectively. Our success is based on our experience in managing the critical success factors essential to deliver projects.

*BASIS* offers an experienced team of Business Analysts and IT Programme and Project Managers. This mix of skills ensures that people, business and systems requirements are blended effectively with methods, tools and techniques to deliver successful IT project and programme outcomes.

We will ensure that the following have been considered contributing to the success of the project:

- Clearly defined responsibilities; it is essential that roles and responsibilities are clearly defined, documented and agreed in order to avoid problems.
- Clear objectives and scope; to minimise future problems with deliverables, cost, time and quality objectives is paramount.
- Risk Analysis; all projects can be affected by external forces. Analysing these and preparing suitable management strategies will help to keep the project on track.
- Control; establish how best to control the work and implement the approach.
- Change Procedures; it has to be recognised that change will happen. Appropriate procedures need to be put in place to deal with it.
- Reporting and Communication; clear reporting on project progress and any problems allows action to be taken to resolve issues. Effective communication with stakeholders can help avoid conflicts

Our range of services includes:

- Project Management
- Programme Management
- Project Gateway Reviews
- Business case development
- Flexible Deployment and resource management
- Change Management
- Training

*BASIS* adds value through managing the critical success factors essential to deliver a programme:

- Retaining focus on strategic business and IT objectives and delivery of benefits;
- Management of risk;
- Clear understanding and communication at the programme and project level;
- Reacting to changes in the market and consequent changes to business objectives;
- Facilitating organisational change;
- Facilitating rapid decision making and resolution of issues;
- Management of all stakeholders and their contribution to the programme;
- Managing the competing demands within programmes and ensuring the successful implementation of multiple projects
- Using the soft skills approach we can also break down some of the misconceptions around PRINCE2 .
- Sharing the techniques we use help to get staff buy in, stakeholder agreement and belief in the new solution with your internal consultancy team

## Case Study

### **NHS Institute for Innovation and Improvement (NHS III)**

#### **Project Management Support**

Our support to the NHS III to roll out a project management system in support of their IT and Web Services projects for the National Innovation Centre (NIC).

Management and resolution of technical problems, coordination of the contractors to provide innovation products to the NHS and NIC staff through optimal performance of the NIC website.

By working closely with the innovation/web development team to define the scope of the project, e.g. PRINCE2; an effective project management and reporting process was established.

The *BASIS* Project Manager was responsible for reporting progress to the project board plus supporting the roll out of project management systems. Project costs were controlled, project and work package plans produced, a risk analysis performed and monitored responding when issues occurred.

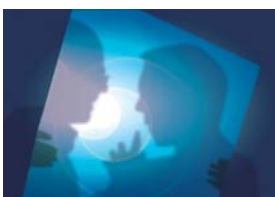
Post implementation reviews were performed in order to assess the various implemented innovation projects after a defined initial period to determine the success and return on investment.

For more details on this service and the full suite of *BASIS* offerings please do not hesitate to get in touch at:

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