

Ongoing Project Oversight Package

Ensure Success with Expert, Objective Oversight and Clear Monthly Reporting

Package Overview

Our Ongoing Project Oversight Package offers continuous support and objective oversight for your project team, ensuring consistent progress and alignment with business objectives. This package provides initial in-depth analysis and ongoing monthly oversight to maintain expert guidance and project alignment with a simple 1-month notice period.

Overall Benefit of the Package

This package ensures that your project team receives continuous, expert oversight from an objective perspective. The initial engagement provides a thorough understanding of your project's current status and identifies any gaps, setting a strong foundation for ongoing oversight. Regular reviews of documents, plans, and progress help in timely identification and resolution of issues, maintaining alignment with business objectives, and ensuring sustained progress. This structured approach minimizes risks, improves coordination, and provides clear, actionable insights on a regular basis, ultimately leading to enhanced project performance and success.

Pricing

Our ongoing oversight package includes an initial engagement fee followed by a monthly retainer fee. This ensures continuous access to expert, objective oversight for your project.

- **First Month Fee:** £25,000
- **Monthly Retainer Fee:** £12,000

Package Inclusions

Initial Engagement (First Month)

- **One-Time Fee:** £25,000
- **Meeting Allocation:** Up to 4 hours of meetings
- **Purpose:** To get to know your team and project, establish the current project status, and identify any gaps. This initial engagement will produce a comprehensive baseline oversight report.

Ongoing Monthly Oversight

- **Monthly Retainer Fee:** £12,000
- **Meeting Allocation:** Up to 2 hours of meetings per month

- **Purpose:** To maintain regular project oversight, review documents and plans, and ensure continuous alignment with project goals. Each month, a detailed oversight report will be delivered.

Tangible and Intangible Benefits

An outside, objective perspective brings significant value to your organization. This package includes crucial tangible deliverables while providing intangible benefits through sustained expert guidance and unbiased insights.

Deliverables

Initial Baseline Oversight Report (First Month)

- **Description:** A comprehensive report detailing the current project status and a gap analysis.
- **Purpose:** To provide a clear understanding of where the project stands and identify any areas needing improvement or attention.

Monthly Oversight Report (Ongoing)

- **Description:** A detailed report reviewing the documents, plans, and progress of your project team.
- **Purpose:** To provide an objective assessment of the project's status, identify any issues or areas for improvement, and ensure the project remains aligned with business objectives.

Suggested Allocation of Meeting Hours

First Month

Initial Engagement Meetings (4 hours):

- **Kick-off Meeting (1 hour):** Introduction to project goals, objectives, and key activities.
- **Project Lifecycle Assessment (1 hour):** Discuss and understand the current phase and key milestones.
- **Document and Plan Review (1 hour):** Review key project documents and plans, discuss findings.
- **Baseline Report Review (1 hour):** Finalize and review the initial baseline oversight report with stakeholder feedback.

Ongoing Monthly Meetings

Document and Plan Review (1 hour):

- Review key project documents and plans, discuss findings, and provide feedback.

Progress Assessment (1 hour):

- Assess project progress, discuss any emerging issues, and plan next steps.

Additional Resources

- **Templates:** Downloadable templates for the oversight report available on our downloads page.