

Aspire Assess Programme Assurance Services

Service Overview

The intent is for a review to be a positive experience, not an inquisition, therefore we emphasise the positives as well as looking for potentially vulnerable areas. We are also doing this to help minimise the risk of failure for you, not only will we provide an honest appraisal, but we will also seek to share knowledge openly on how we think an aspect could be improved, not just provide lists of recommendations.

On an assurance review we approach it from two angles:

- We look at the documentation to understand the programme and to see how well it is being managed.
- We interview the people involved to find out how they perceive it.

On the first review we recommend undertaking a more detailed approach. This enables a good understanding of the concepts and a more detailed report, otherwise each review tends to throw up things that were missed at the start. A lighter touch can then be deployed at key points to check the direction of travel.

The amount of interviews depends on the size of the programme. We would expect to interview the sponsors, programme board and the team leaders from around the programme, pulling this information together with the documentation review.

Review Areas

- Programme and project governance
- Programme and project controls
- Requirements and benefits management
- Planning
- Stakeholder and communications management
- Risk management
- Financial management
- Resource management

Outputs

- Management summary of the result with a status rating for each topic
- The areas for celebration - where you are doing well
- The areas for concern - where we think you could improve
- Main recommendations - we focus on the priority areas
- A detailed report outlining our conclusions for each heading
- Any additional recommendations for each heading



Aspire Europe Limited
helping organisations to manage change

Aspire Assess Programme Assurance Services

About Aspire Europe

Aspire Assess offers a range of assurance services to meet the needs of clients to minimise the risk of failure and more importantly, enhance the chances of exceeding expectations.

We have been involved in major programmes since the late 90's and have extensive experience of delivering major transformational change across a number of programme types and configurations. We use this track record to bring an adaptable approach that we endeavour to make a positive experience which motivates the teams to deliver the best possible outcome.

Established in 2004, we have offices and partnerships across Europe, Asia and Australasia, giving access to some of the leading minds in the industry and lessons from those organisations experiences.

Timescale

There will be a 1 month lead time to set up the assessment, followed by a further 4 weeks to undertake the assessment.

	Dec 2013	June 2014	June 2015
Overall			
Organisational Governance			
Management Control			
Benefits management			
Stakeholder management			
Risk management			
Resource management			
Finance management			

Specific topic reviews

We can also offer specific expertise to support our assurance services, including:

- Skills and capability assessments
- Property and FM
- Digitalisation of services
- Technology transformation
- Procurement and supply chain changes

Aspire Europe services

In addition to our assessment services, we also offer:

- Aspire Academy: Training and development
- Aspire Accelerate: Programme and project management set up and delivery services

Recent clients include:



For more details, please contact us **0117 440 2560**

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