



#### Rate Card.\*

	Strategy and Architecture	Business Change	Solution Development and Implementation	Service Management	Procurement and Management Support	Client Interface
1. Follow	£395 - £475	£395 - £475	£395 - £475	£395 - £475	£395 - £475	£395 - £475
2. Assist	£395 - £595	£395 - £595	£395 - £595	£395 - £595	£395 - £595	£395 - £595
3. Apply	£450 – £750	£450 – £750	£450 – £750	£450 – £750	£450 – £750	£450 – £750
4. Enable	£695 - £875	£695 - £875	£695 - £875	£695 - £875	£695 - £875	£695 - £875
5. Ensure and Advise	£775 - £995	£775 - £995	£775 - £995	£775 - £995	£775 - £995	£775 - £995
6. Initiate or Influence	£925 – £1,095	£925 – £1,095	£925 – £1,095	£925 – £1,095	£925 – £1,095	£925 – £1,095
7. Set Strategy or Inspire	£1050 - £1,295	£1050 - £1,295	£1050 - £1,295	£1050 - £1,295	£1050 - £1,295	£1050 - £1,295

\*Where we are supplying SaaS Applications, Pricing can be on a license per user basis.

# Standards for Consultancy Day Rate Cards.

- **Consultant's working day** 8 hours exclusive of travel and lunch.
- Working week Monday to Friday excluding national holidays.

#### Office hours

08:30 – 17:30 Monday to Friday (applies to both onsite and remote work)

#### • Travel, mileage and expenses

- Inside M25: Included in day rate within M25.
- Outside M25: Payable at department's standard T&S rates outside M25.
- **Professional indemnity insurance** Included in day rate.





	Autonomy	Influence	Complexity	Business Skills
1. Follow	<ul> <li>Works under close supervision.</li> <li>Uses little discretion</li> <li>Is expected to seek. guidance in expected situation.</li> </ul>	Interacts with immediate colleagues.	<ul> <li>Performs routine activities in a structured environment.</li> <li>Requires assistance in resolving unexpected problems.</li> </ul>	<ul> <li>Uses Basic information systems and technology functions, applications, and processes.</li> <li>Demonstrates an organised approach to work.</li> <li>Learns new skills and applies newly acquired knowledge.</li> <li>Has basic oral and written communication skills.</li> <li>Contributes to identifying own development opportunities.</li> </ul>
2. Assist	<ul> <li>Works under routine supervision.</li> <li>Uses minor discretion in resolving problems or enquiries.</li> <li>Works without frequent reference to others.</li> </ul>	<ul> <li>Interacts with and may influence immediate colleagues.</li> <li>May have some external contact with customers and suppliers.</li> <li>May have more influence in own domain.</li> </ul>	<ul> <li>Performs a range of varied work activities in a variety of structured environments.</li> </ul>	<ul> <li>Understand and uses appropriate methods, tools and applications.</li> <li>Demonstrates a rational and organised approach to work.</li> <li>Is aware of health and safety issues. Identifies and negotiates own development opportunities.</li> <li>Has sufficient communication skills for effective dialogue with colleagues. Is able to work in a team.</li> <li>Is able to plan, schedule and monitor own work within short time horizons.</li> <li>Absorbs technical information when it is presented systematically and applies it effectively.</li> </ul>

	Autonomy	Influence	Complexity	Business Skills
3. Apply	<ul> <li>Works under general supervision.</li> <li>Uses discretion in identifying and resolving complex problems and assignments.</li> <li>Usually receives specific instructions and has work reviewed at frequent milestones.</li> <li>Determines when issues should be escalated to a higher level.</li> </ul>	<ul> <li>Interacts with and influences department/project team members.</li> <li>May have working level contact with customers and suppliers.</li> <li>May supervise others in predictable and structured areas.</li> <li>Makes decisions which may impact on the work assigned to individuals or phases of projects.</li> </ul>	<ul> <li>Performs a broad range of work, sometimes complex and non-routine, in a variety of environments.</li> </ul>	<ul> <li>Understands and uses appropriate methods, tools and applications.</li> <li>Demonstrates an analytical and systematic approach to problem solving.</li> <li>Takes the initiative in identifying and negotiating appropriate development opportunities.</li> <li>Demonstrates effective communication skills.</li> <li>Contributes fully to the work of teams.</li> <li>Plans, schedules and monitors own work (and that of others where applicable) competently within limited deadlines and according to relevant legislation and procedures.</li> <li>Absorbs and applies technical information.</li> <li>Works to required standards.</li> <li>Understands and uses appropriate methods, tools and applications.</li> <li>Appreciates the wider field of information systems, and how own role relates to other roles and to the business of the employer or client.</li> </ul>



	Autonomy	Influence	Complexity	Business Skills
4. Enable	<ul> <li>Works under general direction within a clear framework of accountability.</li> <li>Exercises substantial personal responsibility and autonomy.</li> <li>Plans own work to meet given objectives and processes.</li> </ul>	<ul> <li>Influences team and specialist peers internally. Influences customers at account level and suppliers.</li> <li>Has some responsibility for the work of others and for the allocation of resources.</li> <li>Participates in external activities related to own specialism.</li> <li>Makes decisions which influence the success of projects and team objectives.</li> </ul>	Performs a broad range of complex technical or professional work activities, in a variety of contexts.	<ul> <li>Selects appropriately from applicable standards, methods, tools and applications. Demonstrates an analytical and systematic approach to problem solving.</li> <li>Communicates fluently orally and in writing, and can present complex technical information to both technical and non-technical audiences.</li> <li>Facilitates collaboration between stakeholders who share common objectives.</li> <li>Plans, schedules and monitors work to meet time and quality targets and in accordance with relevant legislation and procedures.</li> <li>Rapidly absorbs new technical information and applies it effectively.</li> <li>Has a good appreciation of the wider field of information systems, their use in relevant employment areas and how they relate to the business activities of the employer or client.</li> <li>Maintains an awareness of developing technologies and their application and takes some responsibility for personal development.</li> </ul>

	Autonomy	Influence	Complexity	Business Skills
5. Ensure or Advise	<ul> <li>Works under broad direction.</li> <li>Is fully accountable for own technical work and/or project/supervisory responsibilities.</li> <li>Receives assignments in the form of objectives.</li> <li>Establishes own milestones and team objectives, and delegates responsibilities.</li> <li>Work is often self-initiated.</li> </ul>	<ul> <li>Influences organisation, customers, suppliers and peers within industry on the contribution of own specialism.</li> <li>Has significant responsibility for the work of others and for the allocation of resources.</li> <li>Makes decisions which impact on the success of assigned projects i.e. results, deadlines and budget.</li> <li>Develops business relationships with customers.</li> </ul>	<ul> <li>Performs a challenging range and variety of complex technical or professional work activities.</li> <li>Undertakes work which requires the application of fundamental principles in a wide and often unpredictable range of contexts.</li> <li>Understands the relationship between own specialism and wider customer or organisational requirements.</li> </ul>	<ul> <li>Advises on the available standards, methods, tools and applications relevant to own specialism and can make correct choices from alternatives.</li> <li>Analyses, diagnoses, designs, plans, execute and evaluates work to time, cost and quality targets.</li> <li>Communicates effectively, formally and informally, with colleagues, subordinates and customers.</li> <li>Demonstrates leadership.</li> <li>Facilitates collaboration between stakeholders who have diverse objectives.</li> <li>Understands the relevance of own area of responsibility or specialism to the employing organisation.</li> <li>Takes customer requirements into account when making proposals.</li> <li>Takes initiative to keep skills up to date. Mentors more junior colleagues.</li> <li>Maintains an awareness of developments in the industry.</li> <li>Analyses requirements and advises on scope and options for operational improvement.</li> <li>Demonstrates creativity and innovation in applying solutions for the benefit of the customers.</li> </ul>



	Autonomy	Influence	Complexity	Business Skills
6. Initiate or Influence	<ul> <li>Has defined authority and responsibility for a significant area of work, including technical, financial and quality aspects.</li> <li>Establishes organisational objectives and delegates responsibilities.</li> <li>Is accountable for actions and decisions taken by self and subordinates.</li> </ul>	<ul> <li>Influences policy formation on the contribution of own specialism to business objectives.</li> <li>Influences a significant part of own organisation and influences customers and suppliers and industry at senior management level.</li> <li>Makes decisions which impact the work of employing organisations, achievement of organisational objectives and financial performance.</li> <li>Develops high-level relationships with customers, suppliers and industry leaders.</li> </ul>	<ul> <li>Performs highly complex work activities covering technical, financial and quality aspects.</li> <li>Contributes to the formulation of IT strategy.</li> <li>Creatively applies a wide range of technical and/or management principles.</li> </ul>	<ul> <li>Absorbs complex technical information and communicates effectively at all levels to both technical and non-technical audiences. Assesses and evaluates risk.</li> <li>Understands the implications of new technologies.</li> <li>Demonstrates clear leadership and the ability to influence and persuade.</li> <li>Has a broad understanding of all aspects of IT and deep understanding of own specialism(s).</li> <li>Understands and communicates the role and impact of IT in the employing organisation and promotes compliance with relevant legislation.</li> <li>Takes the initiative to keep both own and subordinates' skills up to date and to maintain an awareness of developments in the IT industry.</li> </ul>

	Autonomy	Influence	Complexity	Business Skills
7. Set Strategy and Inspire	<ul> <li>Has authority and responsibility for all aspects of a significant area of work, including policy formation and application.</li> <li>Is fully accountable for actions taken and decisions made both by self and subordinates</li> </ul>	<ul> <li>Makes decisions critical to organisational success.</li> <li>Influences developments within the IT industry at the highest levels.</li> <li>Advances the knowledge and/or exploitation of IT within one or more organisations.</li> <li>Develops long-term strategic relationships with customers and industry leaders.</li> </ul>	<ul> <li>Leads on the formulation and application of strategy.</li> <li>Applies the highest level of management and leadership skills.</li> <li>Has a deep understanding of the IT industry and the implications of emerging technologies for the wider business environment.</li> </ul>	<ul> <li>Has a full range of strategic management and leadership skills.</li> <li>Understands, explains and presents complex technical ideas to both technical and nontechnical audiences at all levels up to the highest in a persuasive and convincing manner.</li> <li>Has a broad and deep IT knowledge coupled with equivalent knowledge of the activities of those businesses and other organisations that use and exploit IT.</li> <li>Communicates the potential impact of emerging technologies on organisations and individuals and analyses the risks of using or not using such technologies.</li> <li>Assesses the impact of legislation, and actively promotes compliance.</li> <li>Takes the initiative to keep both own and subordinates' skills up to date and to maintain an awareness of developments in IT in own area(s) of expertise.</li> </ul>



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