



<b>POLICY</b>	<b>Issue: 2.0</b>
<b>Management of Programmes and Projects</b>	<b>Date: 01/10/2009</b>

## Policy Statement

To make the best use of resources, change activities in the Civil Nuclear Constabulary (the Constabulary) need to be managed in a professional manner whilst also ensuring that their management and implementation do not detract from core duties. Where possible, this is best met using dedicated resources within a programme or project framework. To achieve this:-

1. All programmes and projects are to be managed in a structured, controlled and effective manner.
2. All programmes will use the Office of Government Commerce's Managing Successful Programmes (MSP) as the guiding methodology.
3. All projects will use the Office of Government Commerce's PRINCE2 (2009) as the guiding methodology.
4. MSP and PRINCE2 will be implemented in a tailored manner (in line with Office of Government Commerce guidance) through the Programme and Project Management Methodology (P2M2).
5. All programmes and projects will therefore use P2M2.
6. All programmes and projects will provide a copy of their regular Highlight Report to the Programme Office.

## Aims of the Policy

This policy is aimed at:-

- programme and project managers,
- members of programme and project boards,
- anyone responsible for managing, implementing or initiating programmes and projects,
- anyone assisting with programmes and projects,

The Constabulary recognises that (having regard for the size of its organisation, the number of projects run and the skills available) unconditional usage of MSP and PRINCE2 would:-

- impose a bureaucratic overhead leading to inefficiencies in the use of resources;
- lead to the focus being on delivery of the methodology instead of delivery of the project.

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The P2M2, maintained by the Programme Office, overcomes this by:-

- providing guidance on application of MSP and PRINCE2 within the CNC with particular reference to:-
  - workflow management
  - project management
  - programme management
  - benefit management and realisation
  - common causes of failure, and
  - a glossary of terms
- providing tools and templates to assist with various aspects of management and review;
- providing the most appropriate level of MSP and PRINCE2 elements, controls and structures for the majority of programmes and projects undertaken;
- being flexible enough to allow variation of elements, control and structures to accommodate “non-standard” programmes or projects, be they larger or smaller;
- maintaining focus on key elements of MSP and PRINCE2;
- being supported and maintained in-house;
- being open to audit.

### Related Documents

This policy is enacted by the following management system documents:

The Programme and Project Management Methodology intranet site (<http://constabvcs/new%20pmm/>).

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