Programme/Project name

Resource management Strategy

[Month YYYY]

Contents

[Purpose 4](#_Toc524936073)

[Funding 5](#_Toc524936074)

[Recruitment/Procurement 6](#_Toc524936075)

[Procedures 7](#_Toc524936076)

[Resources 8](#_Toc524936077)

[Shared Resources 8](#_Toc524936078)

[Specialists 8](#_Toc524936079)

[Assets 8](#_Toc524936080)

[Technology 8](#_Toc524936081)

[Change Management 9](#_Toc524936082)

[Disputes 10](#_Toc524936083)

# Purpose

This document will identify how the programme will acquire and manage the resources required to achieve the Programme success.

Effective resource planning and management is key to any successful programme. It should cover all resources not just people resource but also things like technology and building assets.

*[Give a brief description of your programme/project]*

*(All text in italics below should be deleted)*

# Funding

*This section should include thing like, funding requirements; accounting procedures for costs and expenditure; budgets for programme management resources and funding sources.*

# Recruitment/Procurement

*Recruitment methods to be used for both short term and long-term vacancy filling. Procurement approach and reference to current contract frameworks or arrangements that will be used. This may include specialist recruitment.*

# Procedures

*Cost and expenditure profile across the programme, expenditure approval procedures, financial reporting procedures.*

# Resources

*Explanation of how the resource requirements of the programme and projects will be achieved; consideration should be given to how the business operations capacity to resource the consequences of programme change will be managed.*

## Shared Resources

*Profile of any resources that are shared across more than one of the projects within the portfolio; should indicate the expected use by each project of the shared resource within time periods.*

## Specialists

*Which specialist skills and subject matter experts will be required and how they will be sourced.*

## Assets

*Assets required, such as buildings and office equipment, to deliver the programme.*

## Technology

*Technology and services required over and above standard Home office technology and services.*

# Change Management

*Explain how any necessary skills and knowledge will be transferred into business operations to establish the ongoing change.*

# Disputes

*Outline the programmes approach to dispute-resolution where resourcing may conflict with business-operational requirements, other initiatives and programmes.*