

PROGRAMME STRUCTURE

- Programme organisation structure
- Blueprint
- **Benefit profile & management**
- Stakeholder map & analysis
- Communications strategy
- Programme plan & project portfolio
- Risk log & management

BENEFIT PROFILE & MANAGEMENT

Purpose

- A written definition of each benefit and when it can start to be realised following the delivery of a new capability
- Benefit profiles are used to track delivery and realization of benefits throughout the Programme
- The benefit management strategy defines how the Programme will identify, monitor, deliver and realize the expected benefits.

Composition

- **Description** - what precisely is this benefit?
- **Observation** - what differences should be noticeable between now and the close of the Change Programme
- **Attribution** - where in the organisation does the benefit arise?
- **Measurement** - how will the benefit and the achievement of the benefit be measured?
- **Dependencies** - on projects, risks, other benefits etc
- **Delivery** – schedule showing project responsible for delivery
- **Timescale** – schedule showing when the benefit will be delivered

Derivation

- Vision statement, strategic review and pre-programme planning process
- Blueprint
- Programme plan