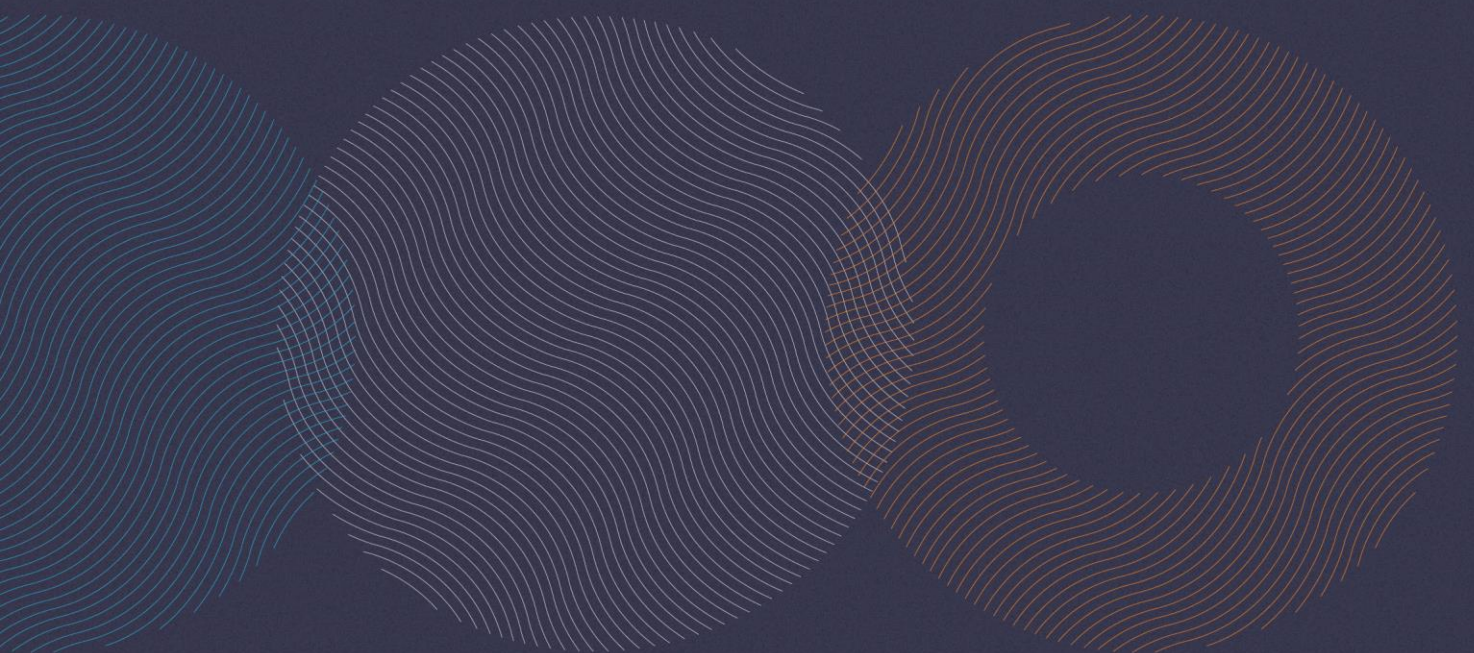


# Local Authorities

## Service Definition

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## 1. Service Overview

Chaucer Group Limited is part of the global BIP Group. BIP UK is a brand of Chaucer Group Limited known as Chaucer.

In today's rapidly evolving digital landscape, local authorities in the UK are facing unprecedented challenges and opportunities. The shift towards digital transformation has become a critical imperative, enabling efficient service delivery, improved citizen engagement, and streamlined operations.

BIP can provide end to end transformation delivery to Local Authorities, ranging from Programme Management, Delivery Management, Business Architecture and Change Management services. Relentlessly focusing on benefits realisation and outcome delivery we aim to deliver projects to scope and on time. This is critical to driving growth and developing a culture that is focused on demonstrating effectiveness, driven by delivering best outcomes to the public and value for money.

We provide a comprehensive range of solutions and services that support local authorities at all phases of their cloud journey.

This includes solutions for data capture, data migration, master data management, data modelling, and services to support data usage – search, audit, security, analytics and reporting.

Our knowledge covers the strategy for and operation of various systems and includes:

- Target Operating Model design
- Restructures and Savings led projects
- Health and Social Care integration
- Service redesign
- Change Management Leadership/Sponsorship coaching
- Culture Change and Change Management services

The services we provide in cloud support include:

- Developing cloud data Proof of Concept PoC initiatives
- Coordinating agencies to identify data requirements
- Analysing data formats, data sources, data processes
- Analysing cloud solution options and solution migration requirements
- Evaluation of marketplace and procurement RFI RFQ ITT
- Evaluation of data management requirements: capture, export, storage, migration, audit
- Evaluation of data analysis requirements: extract, analytics, verification, interrogation, reporting
- Designing common data standards, data architecture, data interfaces and APIs
- Designing open, flexible solution architectures
- Coordinating data governance activities, including privacy impact assessments.
- Digital and IT strategy
- Data architecture
- Generative AI
- AI governance, strategy and responsible AI
- ML/AI Operations
- Low Code solutions



- Portfolio, Programme and Project Management
- Business Analysis
- Organisation and operating model design
- Change Management, stakeholder engagement & communication
- Business Case development
- Discovery and Proof of Concept
- Options analysis



## 2. Contacts

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### 3. About Us

*'We design, develop and deliver sustainable solutions at pace and at scale. Going beyond the technology we align culture, improve strategy and operating models to enable true digital, cloud enterprises.'*

*Together with our clients we create greater value for customers, employees, citizens and wider society.'*

With over 30 years' experience solving our client's biggest challenges Chaucer is consistently recognised as a leader in end-to-end digital and cloud transformation. We provide advice and expertise to help organisations review their current position, evaluate the options to move forward and then plan and deliver new solutions and change.

With 300+ consultants in the UK, together, with the collective power of Bip, we are 4000 people with an international presence, trusted by the world's largest organisations in both the private and public sector. In the public sector we work with government departments and agencies, arms-length bodies, regulatory bodies, and police forces. In the private sector we work with construction, retail, finance, media, transport, utilities, life sciences, energy, and telecommunications companies.

We aspire to be a force for good, improving lives and delivering measurable impact to communities through our commitment to the UN's SDGs and we are on the journey to B Corp. We foster a diverse and inclusive environment, where our people are encouraged to bring their full selves to work. We want our people to thrive.

A large proportion of our work has come through contacts and referrals, and we have actively built long-term relationships with many of our clients through our track record of successful engagement and delivery.

We are totally independent of product vendors and systems integrators. We do not undertake any form of software development and we do not resell other people's products.

We help clients to design, introduce and embed new Cloud-based and Digital solutions and more efficient ways of working, ensuring that the envisaged benefits of their investment are fully realised.





## 4. Other Information

### **The scope of our G-Cloud Service**

The scope of our G-Cloud service is defined in this document and the associated features and benefits. It covers the supply of professional services to support the evaluation, selection and deployment of cloud solutions and services for a range of public sector organisations.

### **Are we a reseller?**

Chaucer is not a reseller and it is totally independent of all product vendors and solution providers.

### **Support provided to buyers**

When buyers have shortlisted one or more of our services, they may ask clarification questions prior to purchase. This helps them understand, in more detail, if we are the best supplier for them and how they can benefit from our service. We then use our knowledge of the cloud solution marketplace to advise and guide clients through the specification, selection and deployment process.

### **How users work with this G-Cloud service**

Users can use this service to obtain professional advisory support for their cloud solution selection, deployment and business transition. This can be on a short term, long term or ad-hoc basis using either selected specialists or a team approach.

### **Service onboarding and off-boarding process**

When a client buys us using one of our G-cloud services, we typically undertake an initiation process at the start of the service to ensure the client's requirements are fully understood and that they are clear about what we will do, how we will do it and what we will deliver. We will also discuss and agree how any issues will be raised and managed from either side during the service operation.

At the end of the service, we will typically undertake a review with the client to ensure they are happy with what has been delivered and that their expectations have been met. We can also discuss and future support if this is appropriate.

### **Pricing**

We provide services and our day rates are shown in the SFIA rate card for this service.

### **Service definition and how it will be delivered**

The services defined in this document and the associated features and benefits will be delivered by one or more of our consultants with full management support and quality assurance from our public



sector portfolio leadership. The service will be delivered from our office, working remotely or at the client's offices, depending on which is most appropriate.

### **Our security certifications and standards**

Chaucer has the Cyber Essentials Plus Certificate of Assurance which is renewed each year.

### **Our approach to personnel security**

Chaucer's personnel checking process for new employees includes all components of the employment processes described on Gov.uk, including validating their right to work in the UK.

We cover checking original versions of the necessary documents with the new joiner and making and retaining copies of these documents.

The identity documents and other information gathered are sufficient to enable Government Security checks to be undertaken. Chaucer maintains an extensive pool of appropriately security cleared consultants.

