



Service Definition Document

Enterprise & Solution Architecture Review & Advisory Services

G-Cloud 15, Lot 3 – Cloud Support Services (Additional Support)

1. Service Definition

Our **Enterprise & Solution Architecture Review & Advisory Service** provides a high-level strategic lens to **align your IT estate with business-critical goals**. We deliver independent, expert reviews of current architectures to identify technical debt, security gaps, and cost-optimisation opportunities.

Utilising industry-standard frameworks like **TOGAF**, our multi-certified architects conduct **deep-dive "as-is" assessments and design future-proof "to-be" solution blueprints**. We specialise in **cloud-native architecture**, ensuring that complex integrations and data platforms are architected for maximum performance and resilience.

Our advisory service extends beyond design; we provide actionable **Strategic Roadmaps** and governance frameworks that empower public sector leaders to **make data-driven investment decisions**. By focusing on interoperability and scalability, we ensure your digital transformation is built on a robust, secure, and vendor-neutral foundation that meets the **UK Government Service Standard**.

2. Features

1. **Capability Analysis:** Comprehensive assessment of current and future-state business capabilities.
2. **Enterprise Architecture:** Strategic design ensuring technology aligns with organisational goals.
3. **Cloud Gap Assessment:** Identification of technical and functional gaps for cloud-readiness.
4. **Architecture Options Analysis:** Comparative evaluation of cloud hosting and platform alternatives.
5. **Delivery Roadmapping:** Phased, milestone-driven plans prioritising mission-critical workload migration.
6. **Workload Consolidation Design:** Architectural planning for unified transfer of emails and data.
7. **Structure Recommendations:** Expert design of future-state data and information hierarchies.
8. **Resource Optimisation:** Right-sizing requirements to ensure cost-effective cloud service consumption.

9. **Provider Governance:** Managing outgoing provider collaboration for secure data transfers.
10. **Migration Planning:** End-to-end governance of technical migration project delivery plans.

3. Key Service Benefits & Outcomes

1. **Strategic Alignment:** Ensure cloud investments directly support core business objectives.
2. **De-risked Migration:** Mitigate failures through specialist boutique architectural oversight.
3. **Optimised TCO:** Minimise cloud waste with expert right-sizing and gap analysis.
4. **Future-Proof Design:** Build scalable architectures using vendor-neutral enterprise principles.
5. **Executive Confidence:** Provide clear, data-led visibility through transparent delivery roadmaps.
6. **Enhanced Security:** Design robust governance frameworks to protect sensitive digital assets.
7. **Accelerated Timeline:** Identify critical path dependencies early to shorten migration duration.
8. **Informed Decision-Making:** Evaluate hosting options with independent, boutique consultancy insights.
9. **Compliance Assurance:** Align cloud structures with strict Government security standards.
10. **Operational Readiness:** Establish secure operating models for immediate Day 1 success.

4. Pricing Model

Pricing is based on:

- Onepoint Rate Card attached under the Pricing section.
- All rates are fixed, pre-published and transparent, excluding VAT, with **no POA** and no variable charging outside unit agreement.

5. Onboarding

Typical Onboarding Component includes:

Engagement Kick-off: Assignment of a Principal Enterprise Architect within 48 hours to establish project scope and success criteria.

Artefact Access: Secure onboarding to existing documentation repositories and architecture tools.

Governance Baseline: Setting up the Project Steering Group to ensure architectural decisions align with the Buyer's executive vision.

6. Onepoint Implementation Approach

We use a structured, 4-stage advisory lifecycle:

Phase 1: Architecture Discovery & Audit: We review your current artefacts (diagrams, policies, code) and interview key stakeholders to map the existing landscape and business pain points.

Phase 2: Gap Analysis & Debt Review: We identify where current systems fail to meet future requirements, specifically focusing on "Technical Debt" that increases maintenance costs.

Phase 3: Target State Design: We produce high-level and detailed solution designs (HLDs/LLDs) that incorporate modern cloud principles (Serverless, Microservices, API-first).

Phase 4: Governance & Roadmap: We define the standards and the sequence of changes needed to reach the target state, including a **Total Cost of Ownership (TCO)** forecast.

7. Offboarding

Full Artefact Handover: Delivery of all architectural models, decision logs, and roadmaps in open, editable formats (.vsdx, .pdf, .docx, .archimate).

Knowledge Transfer: A formal "Architecture Walkthrough" session for the Buyer's internal TDA (Technical Design Authority).

Credential Revocation: Securely decommissioning our access to internal wikis, repositories, and design environments.

8. Shared Responsibility Model

Area	Supplier Responsibility (OnePoint)	Buyer Responsibility (Public Sector)
Strategy & Visioning	Facilitating workshops to define "To-Be" architectures aligned with Government Digital Service Standards.	Providing the Corporate Strategy, Business Goals, and final sign-off on the Architectural Vision.

Information Discovery	Reviewing existing artefacts, technical debt, and system documentation for "As-Is" mapping.	Ensuring Subject Matter Experts (SMEs) and current technical leads are available for discussions.
Standard & Governance	Designing the Architecture Governance Framework and Technical Design Authority (TDA) processes.	Empowering the Supplier with the mandate to review internal projects and enforce agreed standards.
Solution Blueprinting	Producing High-Level Designs (HLD) that address security, scalability, and cloud-native principles.	Providing internal security policies and ensuring alignment with the department's Data Protection Officer.
Strategic Roadmapping	Sequencing technical transitions into a multi-year roadmap with TCO (Total Cost of Ownership) analysis.	Managing organisational change and providing budgetary context for implementation feasibility.

9. Service Boundaries

- Excludes bespoke software development
- Excludes standalone penetration testing
- Excludes end-user helpdesk/ticketing support

10. Accessibility & Compliance

- In line with the **UK GDPR & NCSC** guidelines and principles
- **ISO certified** data best practices ensuring confidentiality, integrity and availability with strong, standardised end-to-end Encryption, enforced at rest and in transit where appropriate
- **Zero Trust** role provisioning

This service is delivered under the terms of the G-Cloud 15 Framework Agreement and the Call-Off Contract.