

Service Definition Document



Data Strategy & Readiness Assessment

Service Overview

Fluid's Data Strategy & Readiness Assessment helps public sector organisations understand their current data capability, identify gaps in governance, architecture and insight, and define a practical roadmap for improving information use and decision-making.

This service is typically used where an organisation holds significant data but lacks consistency, visibility, or confidence in reporting and analytics. It provides an independent assessment of the foundations

required to enable more effective insight, performance management, automation, and modern data services.

Fluid brings strong expertise in analytics and reporting (including tools such as Power BI), while remaining solution-agnostic and focused on defining the right approach to meet buyer needs.

The outcome is a clear set of recommendations and prioritised next steps to support future investment, platform decisions, and delivery planning.

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Service Scope (What's Included)

Fluid will provide a structured assessment covering:

- Review of the current data landscape, systems and key information sources
- Assessment of data quality, accessibility and organisational confidence in reporting
- Review of data governance, ownership, policies and controls
- Identification of priority business use cases for insight, analytics and performance reporting
- Review of existing reporting approaches and opportunities for improved dashboards and management information
- Assessment of readiness for modern data platforms and services
- Identification of improvement opportunities and quick wins
- Development of a prioritised roadmap for data strategy, capability uplift and delivery

Where appropriate, the service will support onward planning into follow-on delivery, such as **Data Platform Design & Implementation Support**.

Out of Scope

(What's Not Included)

This service does not include:

- Full delivery of a data platform implementation programme
- Procurement of specific software, hosting or infrastructure services
- Bespoke development of production data pipelines or applications
- Ongoing managed analytics or operational reporting services
- Detailed technical build activity beyond assessment-level recommendations

Fluid's role is to provide independent assessment, strategic clarity and readiness planning.

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Deliverables & Outputs

Typical deliverables include:

- **Data Strategy & Readiness Assessment Summary**
- **Current State Data Landscape Overview**, including key systems and sources
- **Data Governance and Ownership Observations**
- **Data Quality, Availability and Reporting Constraints**
- **Priority Use Cases for Insight, Dashboards and Analytics**
- **Recommendations and Quick Wins**
- **Data Strategy Roadmap**, outlining phased next steps for capability improvement
- *Optional: Platform and Implementation Considerations*, supporting follow-on activity such as our next phase product – Data Platform Design & Implementation support

Deliverables are typically provided as a presentation-style roadmap (PowerPoint), with streamlined Word report formats available where required.

Delivery Approach

Fluid delivers this service using a structured, buyer-centred approach:



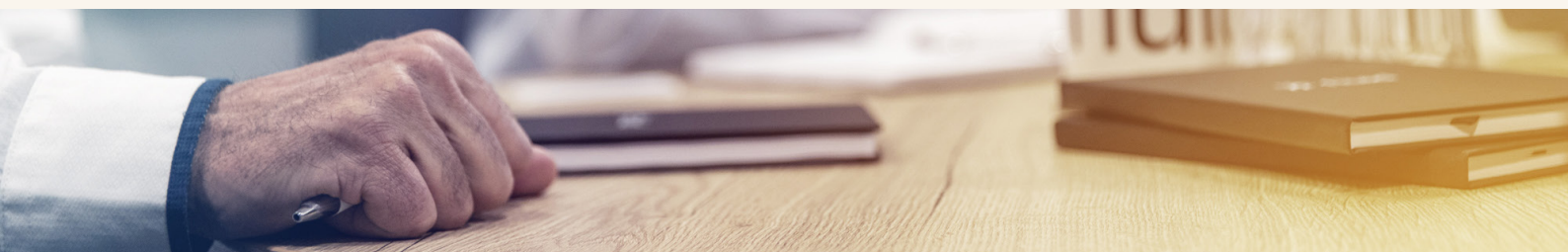
Roles & Responsibilities

Fluid Responsibilities

- Lead the assessment and stakeholder engagement
- Provide independent analysis of data maturity and readiness
- Develop recommendations, roadmap outputs and strategic priorities
- Ensure advice is evidence-based and aligned to buyer objectives

Buyer Responsibilities

- Provide access to relevant stakeholders, systems knowledge and documentation
- Support participation in workshops and validation sessions
- Confirm strategic priorities and operational reporting needs
- Review and provide feedback on findings and recommendations



Assumptions & Dependencies

This service assumes:

- Availability of key data, reporting and operational stakeholders
- Access to documentation on systems, reporting, governance and data challenges
- Buyer engagement in prioritising use cases and roadmap actions
- Timely feedback to maintain momentum into next phases

The depth of assessment may vary depending on organisational complexity and data maturity.

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Outcomes & Benefits

By completing this service, buyers achieve:

- A clear understanding of current data maturity and readiness
- Independent identification of governance, quality and insight gaps
- Better definition of priority dashboards, reporting and analytics use cases
- Improved confidence in future data platform and investment decisions
- A structured roadmap to improve data capability over time
- A clear pathway into follow-on delivery support where required



Commercial Model (High Level)

This service is typically delivered over **2–8 weeks**, depending on organisational scale, number of systems in scope, and data complexity.

Pricing is generally offered on a fixed-scope or time-and-materials basis, with transparent day-rate structures aligned to the required expertise.

Security & Compliance (Light Touch)

Fluid applies appropriate confidentiality and information governance controls throughout delivery.

Engagements are delivered in line with buyer security requirements and recognised good practice for handling sensitive operational, performance and service information.

