



Cloud Migration Planning – Service Definition Document

G-Cloud 15: Lot 3 – Cloud Support

1. Service Overview

We leverage our extensive experience, industry best practices, and technical expertise to help public sector organisations plan and de-risk the migration of services, applications, data, and infrastructure from on-premises environments to the cloud.

Our service provides end-to-end migration planning support, covering discovery, analysis, target architecture design, migration strategy definition, and delivery road-mapping. We work closely with buyers to understand their current landscape, business needs, and constraints, enabling informed decisions and a controlled, low-risk transition to cloud or hybrid environments.

This service focuses on planning and advisory activities, enabling buyers to proceed confidently with migration delivery through their chosen implementation route.

The following services are included:

- **Capability analysis** - Assessment of current organisational, technical, and delivery capabilities, including skills, tooling, operating models, and governance, to understand readiness for cloud migration.
- **Enterprise architecture** - Review and definition of current and target-state enterprise architectures, ensuring alignment between business strategy, applications, data, and infrastructure.
- **Cloud gap assessment** - Identification of gaps between the current environment and the desired cloud target state, covering technology, security, processes, skills, and compliance.
- **Architecture options analysis** - Development and comparison of viable cloud architecture options (for example rehost, replatform, refactor), including risks, benefits, dependencies, and cost considerations.
- **Delivery road-mapping** - Creation of a phased, prioritised migration roadmap outlining key activities, milestones, dependencies, and delivery sequencing to support controlled and achievable migration.

This service offering is suitable for public sector organisations that:

- Are preparing for cloud or hybrid migration
- Need clarity on current-state readiness and constraints
- Require cloud architecture and migration strategy support
- Want to minimise operational risk and business disruption
- Need a clear, cost-aware migration roadmap
- Are modernising legacy or on-premise platforms

2. Service Delivery

The service begins with a structured analysis of the buyer's current technical environment and business requirements to establish a clear understanding of readiness for cloud or hybrid adoption. Based on this analysis, we define a target architecture that aligns with organisational needs, security considerations, and governance standards. We then develop a migration strategy informed by risk, complexity, and priorities, covering infrastructure, applications, and data. Throughout the planning process, we identify opportunities for resource optimisation and cost efficiency, while focusing on approaches that minimise disruption to business operations during migration.

Buyers gain a clear, evidence-based understanding of their cloud migration options and constraints, enabling confident decision-making. The service helps improve operational efficiency through well-structured architectures and realistic delivery planning, while supporting cost-effective migration approaches. Security, compliance, and governance considerations are embedded from the outset, reducing risk and improving service reliability. The result is a controlled, well-governed migration roadmap that supports performance optimisation and long-term scalability.

Services can be delivered remotely or on-site by experienced cloud professionals, subject to buyer requirements and location.

3. Service Constraints

This service is advisory and planning-focused. It does not include implementation, system migration, or managed cloud services unless separately agreed. Delivery is dependent on timely access to relevant systems, documentation, and stakeholders. Scope is limited to the services agreed in the Call-Off Contract.

4. Roles Involved

Services are delivered by Enterprise Architects, Solution Architects, Cloud Security Architects, Business Analysts. A Service Delivery Manager or Technical Account Manager can be provided as a single point of contact where required.

5. Onboarding and Offboarding

Onboarding includes access setup, scope confirmation, and security briefing. The kick-off meeting will take place within 5 working days of Call-Off signature.

Offboarding includes knowledge transfer and handover of deliverables.

6. Certifications

- ISO 9001:2015 Quality Management System
- ISO 14001:2015 Environmental Management System
- ISO/IEC 20000-1:2018 IT Service Management system
- ISO/IEC 27001:2022 Information Security Management System
- Cyber Essentials Certificate of Assurance