

Benefits Planning and Audit

Purpose:

To ensure that cloud projects deliver the business benefits expected.

Overview:

Defining the benefits of cloud technology is essential for securing both investment and stakeholder support while preparing for transition and realising value post-transition. Actica provides experienced, qualified benefits management practitioners with experience of major ICT programmes who can tailor best practice to the specific needs of your cloud project or programme. Our benefits management experts can help you to precisely define, measure and track the benefits of your cloud initiative, as well as map them to dependencies, outcomes, business milestones and the strategic objectives of your organisation. We can also develop and implement a benefits management and reporting regime to monitor and control benefits realisation and maximise business value.

Our approach typically involves us leading full- or half-day sessions aimed at the specific needs and concerns of relevant key stakeholder communities. At each session, we focus on the potential benefits and dis-benefits of cloud technologies to each community (e.g. cost reduction through economies of scale, a more agile, responsive ICT capability delivery function etc.). Typical stakeholder communities include:

- Organisation leaders who will be accountable for the change and its business value;
- ICT professionals who will deliver the change and operate the new state;
- Business end users, who should be the primary beneficiaries of the change.

We can provide further support through a series of 1.5 day benefits audits and for larger or complex change initiatives we can also supply continuous benefits management support.

Key features for Planning:

- Quantify benefits of cloud for ICT professionals and end users
- Powerful contribution to Discovery phase and Alpha and Beta phases
- Compatible with Agile & Waterfall delivery approaches
- Domain expertise in justice, defence, education, police, local authorities, NHS
- Secure benefits from cloud digital services for organisation leaders
- Departmental compliance such as MoD Smart Approvals and Capability Management
- Agile, P3M, SAFe, MoP, MSP, MoB, PRINCE2 and APM qualified resources
- Collaborative work to map organisational goals to cloud benefits
- Develop precise definition of benefits, dependencies, measures and reporting
- Provide coaching, mentoring and formal skills transfer to key individuals

Related Security Services:

- Security Strategy
- Security Risk Management
- Cyber Security Consultancy

Enhancing your organisation's security posture or maintaining current levels of Information Assurance during a transition to or between cloud services is frequently an important benefit category. Our related security services can provide specialist security related input to defining and managing these aspects.

Information Assurance:

Benefits Planning and Audit Services can be provided at any classification. We employ security cleared personnel who operate with information at all levels of the Government Security Classification Policy (GSCP). Our systems are approved to hold classified information.

Pricing:

This service is priced based on anticipated resource requirement. Resources will be charged in accordance with the agreed SFIA day rates. Two pricing options are available:

- Firm price. The firm price will be based on the anticipated resource requirements including provision for risk. Provision for travel and subsistence cost will be made. Payment will be required against achievement of agreed milestones. Customers may request clarification of the number of days by SFIA grade for their specific deliverables, which will be confirmed by Actica for contract award.
- Limit of liability. The limit of liability will be agreed based on an anticipated resource requirement. Charges will then be made monthly in arrears against resource effort expended. A limit of liability will also be agreed to cover travel and subsistence. Travel and subsistence costs will be charged at cost monthly in arrears against cost incurred.

Service management details and constraints:

Our service is subject to ISO9001 certified quality controls. A lead consultant shall be appointed who will have responsibility for liaising with the client and managing the Actica team providing the required services. In addition a Project Authority will be appointed who is normally a Director within the Company who will act as the point of escalation. We support our clients on-site, via email or by telephone, during standard office hours and with a 1 business day response time to acknowledge support requests.

Data backup and recovery:

Where our staff use infrastructure and information provided by our clients, it is the clients' policies and procedures that prevail. Ordinarily, our consultants are supported by our own infrastructure up to, and including OFFICIAL, and we have facilities for higher classification information to be received, stored and transmitted. Our consultants' laptops and our corporate systems are backed up regularly and our corporate Disaster Recovery Strategy and Plan ensures that we are able to continue to provide services to our clients in any event.

On-boarding/off-boarding:

For all of our assignments we operate our standard on-boarding/mobilisation activities. At assignment closure, we undertake a review and ensure that skills have been transferred to client staff where appropriate.

Ordering and invoicing process:

Specific details of the clients requirement should be sent to cloud@actica.co.uk. Following discussions about your requirement Actica will send a fully priced proposal detailing the services to be provided. Once approved a valid purchase order should be sent to finance@actica.co.uk for processing. Once the work is completed and accepted by the client Actica will invoice the client for the work. Payment is expected within 30 days. We are able to use a range of electronic purchase and payment systems (e.g. CP&F).

Consumer responsibilities:

To liaise with the Actica lead consultant and ensure access to existing information and key stakeholders.

Contact Details

Actica Consulting Limited
4 Stirling House
Stirling Road
Surrey Research Park
Guildford
Surrey, GU2 7RF

Telephone: 01483 484090
Email: info@actica.co.uk
Website: www.actica.co.uk

Registered Office in England as above
Company Number 03396854