

Valcon G-Cloud Lot 3 Service Definition

Enterprise Architecture Review

[Cloud Migration Planning | Enterprise architecture]

Version 1.0

1. About Us

Valcon is a leading European consultancy specialising in AI and data-driven business transformation, with a growing and established presence in the UK. A trusted partner to major organisations including multiple UK Government departments and public sector agencies. Valcon connects strategy and operations, helping organisations create value in their transformation programmes.

With over 1,750 consultants across Europe, Valcon brings deep expertise across data, AI, technology and consulting. In the UK, Valcon works with clients across financial services, public sector, retail, industrials and infrastructure. Valcon is backed by private equity firm Rivean Capital.

2. Service Description

An Enterprise Architecture Review provides an independent assessment of an organisation's current technology architecture and its alignment to strategic business objectives. It identifies risks, gaps and improvement opportunities, defines a clear future state, and delivers a prioritised roadmap to support informed decision making, investment optimisation and sustainable transformation.

Features

- Evaluation of current IT architecture
- Alignment of IT initiatives with business objectives
- Review of technology standards and best practices
- Identification of risks and compliance issues
- Development of a future state vision
- Roadmap for implementation
- Regular reviews to ensure alignment and optimisation

Benefits

- Alignment of IT with business objectives
- Optimisation of IT investments
- Reduction of complexity and redundancy
- Mitigation of risks and compliance issues
- Support for innovation and growth
- Improved efficiency and effectiveness
- Enhanced agility and responsiveness

3. Approach

Delivering an Enterprise Architecture Review (EAR) to a client typically follows a structured approach. Below are the phases commonly used, along with tasks under each phase.

Initiation Phase

Establishes a clear foundation for the Enterprise Architecture Review by aligning objectives, scope, and stakeholders.

- Define objectives, scope, and success criteria
- Identify key stakeholders and establish communication channels
- Conduct a kick-off session to align expectations and priorities
- Develop a project charter covering roles, responsibilities, and timelines

Preparation Phase

Builds a comprehensive understanding of the organisation's context, constraints, and strategic drivers.

- Gather existing architecture documentation covering systems, applications, data, networks, and infrastructure

- Conduct stakeholder interviews and workshops to understand business objectives, challenges, and priorities
- Review relevant industry standards, best practices, and regulatory requirements

Current State Assessment Phase

Provides a fact-based view of the existing IT architecture and its effectiveness.

- Assess current application, data, technology, and infrastructure architectures
- Document strengths, weaknesses, and areas for improvement
- Analyse findings against business objectives and architectural standards

Gap Analysis Phase

Identifies misalignment between the current architecture and desired business outcomes.

- Identify gaps between current and target business and technology capabilities
- Assess alignment of IT initiatives with business strategy
- Evaluate adherence to architectural standards, frameworks, and best practices
- Identify architectural risks, constraints, and compliance considerations

Future State Definition Phase

Defines a pragmatic target architecture aligned to business strategy.

- Develop a future state architecture vision and desired outcomes
- Define architectural principles, standards, and guidelines
- Identify opportunities for optimisation, standardisation, and innovation

Roadmap Development Phase

Translates architectural recommendations into an actionable and prioritised delivery plan.

- Develop a roadmap for implementing agreed changes
- Prioritise initiatives based on impact, feasibility, and strategic alignment
- Define dependencies, timelines, and resource considerations
- Establish governance mechanisms to oversee delivery

Presentation and Review Phase

Ensures alignment, buy-in, and clarity across stakeholders.

- Present findings and recommendations to senior stakeholders
- Validate conclusions and proposed roadmap
- Capture feedback and refine recommendations as required

Final Report and Documentation Phase

Provides clear, durable artefacts to support decision-making and future delivery.

- Produce a consolidated Enterprise Architecture Review report
- Document key decisions, recommendations, and lessons learned
- Distribute outputs and archive materials for future reference

By following this structured approach, organisations can effectively deliver Enterprise Architecture Review projects to clients, enabling them to optimise their IT investments, reduce complexity, and improve overall efficiency and effectiveness.

4. Effort and Cost

Effort will be determined collaboratively between the Valcon and the client based on the skills mix and scope required.

Please refer to the Pricing Document for current rates.

- Rate card prices are exclusive of VAT.
- Expenses are recharged at cost and supported by receipts.
- Expenses may include reasonable travel, accommodation, and subsistence costs.
- The payment schedule will follow milestone completions as agreed in the Statement of Work.

5. Assumptions

The successful delivery of the engagement depends on assumptions and dependencies jointly agreed between the Valcon and the client.

- These may include (but are not limited to):
- Access to required stakeholders, systems, or information
- Timely decisions and approvals
- Availability of resources and infrastructure
- Defined governance and communication processes

All assumptions and dependencies will be recorded and validated as part of the Statement of Work (SoW).