

Project and programme management

G-Cloud 15

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Service overview

CDS Project and Programme Management consultancy service offers high quality, accredited and proven delivery methodologies and practices to ensure that we can adapt our delivery to suit your sector, requirements and outcomes. From inception and project commencement through to completion and project closedown, our Project Manager practitioners will work with you to ensure that your projects and programmes are identified, managed, controlled and achieved.

Our security qualified (BPSS, SC, NPPV2/3) Project and Programme Management practitioners provide expertise across all levels, across several sectors (public and private) and are adept at working in closely governed, secure and regulatory environments. CDS project and programme management are regularly audited to ensure compliance with best practices, as well as practitioners holding and delivering to industry standard qualifications (e.g. Scrum Alliance Certified Scrum Masters, Prince2 Practitioners, MSP Practitioners, SAFe).

Using a variety of Project and Programme Management methodologies (Scrum, Kanban, Prince2/Waterfall, MSP Programme Management frameworks) and based on the requirements of the project/programme, we will flexibly apply the methodology and control to ensure that your outcomes are defined and achieved.

CDS Project and Programme Management service will not only support you in the delivery of your Projects/Programmes but can also ensure that the practice knowledge and experience is transferred into your wider business unit or teams to ensure continuation post project completion.

The CDS Project and Programme Management Service is experienced in delivering a number of different outcomes in a diverse customer base ranging from (but not limited to) public sector, socially critical services through to private sector high profile commercially focussed activities.

The Project/Programme approach can be flexibly applied, either as the sole owner of a project or as part of a team and wider governance structure, ensuring successful delivery of your goals and objectives.

Features and benefits

Features

- Project Management - define, scope, control and deliver
 - Programme Management - define, scope, control and deliver
 - Flexible application of project methodologies
 - Fully qualified MSP and Prince2 Foundation / Practitioner resources
 - Fully qualified Agile Alliance Certified Scrum Master resources
 - Strong, defined governance and control processes
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- Standardized & formalized reporting
- Security Clearance (BPSS, SC, NPPV2/3)
- Knowledge transfer, sharing and upskilling
- Project and programme management as a service
- Change Management support.

Benefits

- Project outputs delivered on time/to budget
- Risks and Issues promptly identified, escalated and resolved
- Ability to deliver in closely controlled, secure environments
- Upskilling / knowledge transfer with internal teams
- Flexible approach to suit your sector, requirements and outcomes
- Best practice, accredited & audited delivery approaches
- Strategic alignment with your organisations strategic objectives
- Structured and controlled frameworks, with flexible decision points
- Clear communication channels.

Business continuity and disaster recovery plans

CDS is committed to minimising and managing its exposure to disruption to the business and the services provided to our customers. This encompasses robust systems and processes necessary to maintain continuity of service and operations.

CDS maintains a comprehensive Business Continuity and Disaster Recovery (BCDR) plan, certified to **ISO 23001**, that defines clear roles, responsibilities, processes, and procedures for assessing and responding to disruptions to ensure continuity during disruptions. **Our plan is tested annually with lessons learned incorporated into plan improvements.**

Our Business Continuity Management System (BCMS) is underpinned by regular business impact assessments and threat and risk analyses, and annual tests to ensure all contingencies remain effective, current, and fit for purpose.

Onboarding and offboarding

Onboarding

CDS provides a tailored onboarding pathway, based on clients' individual requirements.

Onboarding is a collaborative process, through which we fully understand our clients' short-, medium- and long-term goals, and plan our service accordingly, to deliver best value and appropriate resourcing, governance, communication and planning.

Our multi-disciplinary agile teams will work with project stakeholders to understand the client and project needs and requirements.

We will define and capture ways of working, including definitions of 'ready' and 'done', and identify acceptance criteria for each sprint, underpinned by modern test practices and OKRs.

Offboarding

Upon starting the engagement, CDS will provide an exit plan for client approval. This will cover matters such as knowledge transfer and documentation, roll-off schedules, data and asset transfer, intellectual property and removal of access / permissions and return of devices / equipment.

Ownership of data contained in any solution belongs to and rests with the client; as the service is decommissioned, raw data will be transferred to the client. CDS is

Project and programme management as a service certified to ISO 27001 for data security and will always adhere to these standards – including data removal and destruction.

Service constraints

Attainable service levels will be dependent upon the service performance of cloud suppliers within the service chain. Maintenance windows may apply, and clients should refer to the SLA for the specific service in use.

Ordering and invoicing

We recommend contacting CDS before placing an order via G Cloud 15, to confirm and agree scope, scale, SLAs, KPIs, outcomes, etc. We will be pleased to support clients to define statements of work that reflect their requirements.

Invoices are issued monthly in arrears, with payment terms of 30 days.

Pricing

Timescales and costs vary, depending on several factors; we recommend a preliminary review to provide a firm cost.

Please refer to our pricing document and rate card.

Industry standards

CDS delivers all its services to internationally recognised standards. CDS is accredited to the following standards:

- ISO 9001 Quality Management System.
- ISO 27001 Information Security Management.
- ISO 20000 IT Service Management and IASME certified.
- ISO 14001 Environmental Management.
- BSI 1008 Electronic Information.
- ISO 22301 Security and Resilience (Business Continuity).
- ISO 45001 Health and Safety Management.

- ISO 10008 Evidential Weight and Legal Admissibility of Electronic Information.
- ISO 50001 Energy Management Standard.
- Cyber Essentials Plus.
- IASME certified.
- ITIL compliant service desk.
- PlanetMark Sustainability.

We comply with the Data Protection Act 2018 and UK GDPR regulations.

Contact details

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