

# Discovery and Mobilisation of Agile Service Design Projects

ignite



G-Cloud 12

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# Who Are We?

**Our mission is bold yet simple.**

We are an innovation and change consultancy dedicated to transforming the face of public services.

With our clients, we design, build and embed high-performing and financially viable organisations able to deliver sustainable, efficient, customer-centric services focused on the things that really matter. Together we strive to make a meaningful difference to the lives of millions of people through building vibrant local communities, enhancing quality of life and protecting the vulnerable.

12  
million

Children and their families receiving more joined up support through our work in children's services

2.5  
billion

People breathing cleaner air through our work with a premier supplier of catalytic converters

Putting people at the heart of what we do

8.7  
million

People able to walk the streets more safely through our work in local policing

4.5  
million

People with greater confidence in responsiveness of their local ambulance service

1.6  
million

People able to rely on the essential services they receive from their local authority

# Ignite Services

For User Research,  
Process and  
Management

## Strategy



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- Commercialisation - Unlocking the commercial potential of organisations
- Commissioned Service Reviews - Unlocking savings from the commissioned and purchased costs base.

## Transformation

Transformation is about creating modern, digital, customer centric operating models that enhance services and meet pressing financial challenges.

- Future Modelling - Creating a sustainable platform for the future through whole organisation transformation
- Digital and Channel Strategies - Reshaping the way customers access services and use technology
- Service Innovation - Creating breakthrough solutions for single services or for critical issues
- Specialist Services - Applying our specialist knowledge to pressing issues or opportunities (Property, HR, Technology, Leadership, Governance).

## Change Management

At one level change management is simple. It is about ensuring that the human beings affected by change are ready, willing and able to operate at their peak once that change has been implemented.

- Bringing a framework and approach
- Building change capability - change leaders, change managers and change networks
- Establishing change governance and readiness monitoring
- Leading the change stream - experienced people to shape and deliver the workstream and to role model good practice for team members
- Subject matter expertise in specialist areas, e.g. engagement and communications, culture change, HR, training development
- Accredited change training (APMG).

## Enterprise Programme Management

Enterprise programme management is about helping organisations develop and manage complex portfolios of projects and programmes.

- Bringing a governance framework and approach. Building and reviewing portfolios - ensuring it is structured to deliver
- Delivering your portfolio - establishing and running the governance to ensure delivery of benefits
- Programme health checks - dipping in to diagnose how things are working
- Programme delivery - leading programmes and projects, role modelling good practice for team members
- Building capability - senior responsible officers, programme managers, and project managers
- Establishing governance and monitoring - creating and running an ePMO function.

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# Discovery and Mobilisation of Agile Service Design Projects

## Service Definition

Digital project delivery should be innovative and focussed on effective value and benefit realisation. Ignite provides an organisational blueprint, setup, and mobilisation of an agile digital service design project team. We use insight to inform your digital implementation roadmap, building high performing teams, delivering the project in an agile framework.

## Features

- Initial discovery and prioritisation of in-scope service processes
- Development of a programme roadmap
- Establish rapid decision-making governance
- Customer focus groups and research labs to develop customer personas
- Customer journey mapping
- Framework for tracking and monitoring benefit realisation
- Technical and business architecture advice and support
- Impact of change assessment
- Organisational readiness assessment
- Stakeholder analysis and communication planning

## Benefits

- Customers and insight are at the heart of digital innovation
- Deliver customer-centric digital services
- Delivery is optimised for efficiency and effectiveness, aligned to strategy
- Continuous and incremental release of value and benefit
- Creates a flexible governance model
- Visible tracking and monitoring of benefit realisation
- Skilled staff for future agile digital transformation
- Rapid mobilisation of your team
- Embeds speed, direction and focus to deliver digital services

A man in a plaid shirt is pointing at a whiteboard covered in diagrams and flowcharts. The image is in black and white with a blue tint.

## Additional Information

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### Planning

We provide a tailored planning solution throughout the project/programme lifecycle. Our approach is fully customisable but would include aligning the customer vision and strategy to organisational objectives and establishing a target culture and organisational values. We will identify and assess the key inputs to the project/programme design; including existing and emerging policies, constraints, and opportunities; taking into account your organisational maturity and readiness. We will also inform our planning activities by using customer insight and intelligence to embed the customer voice into the project/programme, managing and seeking feedback from stakeholders. Our business case will assess and validate potential benefits, investments, and resourcing implications, developing a roadmap which identifies the sequencing and interdependencies of the project/programme. We will help with setting up appropriate governance structures and engage with your team to initiate the activities that will deliver the outcomes of the programme. During the planning process we can draw on our specialist expertise in strategy development, programme and project management, organisational change, communications, human resources, procurement, finance, service design and technology.

### Training

One of Ignites core values is to 'Develop Capability'. You can be assured that we will always support your team to become better equipped to deliver change and unlock performance. Our approach establishes where you are now and where your training needs are to achieve your goals. Whether your staff have little or lots of experience in the topic or environment, we strive to help them fulfil their potential, do the best work of their lives and continue to add value long after the end of the assignment. We create tailored training plans that are right for you.

### Quality Assurance/Performance

We work with you to clearly articulate and document the objectives and scope of this service to ensure that there is absolute clarity of understanding and deliverables. Progress towards achieving deliverables can be reported as regularly as you require.

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# Additional Information and Contact Information

Get in touch

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020 7237 9975

The logo for Ignite, featuring the word "ignite" in a lowercase, sans-serif font. The letter "i" is blue, while the letters "gnite" are black.

## On-Boarding and Off-Boarding

We work in partnership with our customers to ensure the right candidates and services are assigned and working effectively. In consultation with our customers, a clear set of outcomes will be delivered to time and agreed budget. Collectively we will agree clear milestones to ensure exit plans prior to the commencement of the assignment.

## Ordering and Invoicing

Ignite abide by the G-Cloud terms and conditions framework agreement. We place great emphasis in agreeing with our clients the scope, timeline and deliverables and outcomes prior to work commencing as part of the call off contract. This will then create an agreed purchase order. Ignite and the Customer will then proceed and commence the relationship.

Invoicing will typically be based on the submission of monthly timesheets and any expenses for the consultants providing the service, along with our invoice. Payment terms are 30 days.

## Termination Terms

No additional termination terms beyond the Framework Agreement

## Customer Responsibilities

We will work with the Customer and agree at the start of any relationship a clear roles and responsibilities process and mutually agree who needs to be Responsible, Accountable, Consulted and Informed.

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