

PLANNING TRANSFORMATION

Define · Transform · Accelerate

Our three stages move from clarity into execution without redoing work between phases. Use these questions to check what you have answered, and what you haven't, before moving on.

Define: get clear on what matters

Workflows

Which workflows matter most, and where do they break today?

Root causes

What causes the pain points, control gaps and delays?

Priorities

Which opportunities are worth most, which are feasible now, and in what order?

Transform: design what needs to change

Future process

How should the priority processes work, and who owns each step?

Requirements

What must the business and its systems be able to do?

Technology

Build or buy? How will we choose a solution, and what is the business case?

People

Who has to work differently, and how will we help them adopt the change?

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Accelerate: make it happen

Roadmap

What is the sequence, and what must be true before each step?

Measures

Which KPIs will show it is working, and who reviews them?

Benefits

Who owns each benefit after go-live, until it shows in the numbers?

Next steps

ACTION	OWNER	BY WHEN

Notes