

**Joint Schedule 2 (Variation Form)**

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This form is to be used in order to change a contract in accordance with Clause 24 (Changing the Contract)

Contract Details	
This Variation is between:	<p>The National Health Service Commissioning Board Authority, known as 'NHS England' (on behalf of NHSX) ("<b>the Buyer</b>")</p> <p>And</p> <p>Kainos Software Limited ("<b>the Supplier</b>")</p>
Contract name:	Management Consultancy Framework Three (MCF3) (RM6187) for the provision of NHS Digital Transformation of Screening Programme – Phase 1, Phase 2, and Phase 3 (" <b>the Contract</b> ")
Contract reference number:	Atamis_C67476
Details of Proposed Variation	
Variation initiated by:	Supplier
Variation number:	CCN005
Date Variation is raised:	9 <sup>th</sup> November 2022
Proposed Variation	<p>The Buyer has requested that the Supplier provide additional support and assistance to it on a <u>T&amp;M basis</u> from 9<sup>th</sup> November until 16<sup>th</sup> December 2022 in order to complete Phase 2.</p> <p>The additional effort will be provided solely in relation to the following three new activities to be completed following Work Package 5:</p> <ol style="list-style-type: none"> <li>1. Review and challenge of proposed options defined by the programme.</li> <li>2. Design of TOM workshop approach.</li> <li>3. Check and Challenge of the PBC drafts authored by the programme.</li> </ol> <p>The cost of Phase 2 due to Variation #4 was £882,100, however this figure was subsequently lowered by agreement between the Parties to £806,519 in order to reflect changes to what was actually delivered under Work Packages 4 and 5. This Variation acknowledges and implements that change.</p>
Reason for the Variation:	This Variation is required in order to complete Phase 2.

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	<p>The additional effort is required to:</p> <ol style="list-style-type: none"> <li>1. review technical options,</li> <li>2. support TOM principle agreement, and</li> <li>3. provide check and challenge for the PBC.</li> </ol>
An Impact Assessment shall be provided within:	5 days
<b>Impact of Variation</b>	
Likely impact of the proposed Variation:	<p>The impact of this Variation is limited to an additional 44 days' work following Work Package 5 on <u>a T&amp;M basis</u> in order to complete Phase 2.</p> <p>The scope of work has been agreed with the Buyer as follows:</p> <p><b>15 days</b> for the Options review comprising:</p> <ol style="list-style-type: none"> <li>a) 'Review and challenge' of the proposed options and how they were derived through long and short listing.</li> <li>b) Identify other potential options if appropriate.</li> <li>c) Identify actions for the programme to further test, validate or elaborate proposed options.</li> </ol> <p>Effort:</p> <ul style="list-style-type: none"> <li>• Delivery Manager 5d</li> <li>• Product Lead 5d</li> <li>• Technical architect 5d</li> </ul> <p><b>5 days</b> for the Target operating model principles comprising:</p> <ol style="list-style-type: none"> <li>a) Review documentation of TOM principals</li> <li>b) Contribute to design of workshop approach &amp; format.</li> <li>c) Participate in TOM workshops</li> </ol> <p>Effort:</p> <ul style="list-style-type: none"> <li>• Delivery Manager 3d</li> <li>• Technical architect 2d</li> </ul> <p><b>24 days</b> for check and challenge of the PBC</p>


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	<p>comprising:</p> <ul style="list-style-type: none"> <li>a) Provide check and challenge support to the development of the PBC, excluding: <ul style="list-style-type: none"> <li>○ Testing how the technical architecture and approach have been articulated in the PBC</li> <li>○ Testing the value-for-money narrative</li> </ul> </li> <li>b) Provide guidance on HMT Green Book approaches to the NHSD modelling team</li> <li>c) EY will not action edits to the PBC document.</li> </ul> <p>Effort:</p> <ul style="list-style-type: none"> <li>• Business case lead 10d</li> <li>• Delivery Manager 3d</li> <li>• Product Lead 3d</li> <li>• Technical architect 3d</li> <li>• Senior leadership assurance 5d</li> </ul> <p><b>Assumptions and dependencies:</b></p> <ul style="list-style-type: none"> <li>• Single point of contact to be agreed by the Buyer for the Supplier team.</li> <li>• The Buyer to nominate a programme role with authority and weight to hold stakeholders accountable for attendance/actions/decisions.</li> <li>• The Buyer to confirm a clear and documented escalation route. Assumed to be Programme director -&gt;Adrian Stanbury -&gt;Steve Russell.</li> <li>• The work will be completed on a <u>time and materials basis</u> subject to available days and in line with the agreed schedule in <i>appendix 1</i>.</li> <li>• Travel expenses to be charged <u>in addition</u> and in line with NHS policy. (Estimated travel expenses £3,030 assuming 2d in Leeds for 3 people for Options review, 1d in London for 2 people for TOM Principals and 2 x 2d in person meetings for 1 person for PBC reviews)</li> <li>• Days to be used in accordance with the indicative timeline (<i>appendix 1</i>). Any changes to the timetable or allocation of days will be</li> </ul>
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	<p>agreed with Programme Director. The Supplier will report days used on a weekly basis.</p> <ul style="list-style-type: none"> <li>• All materials for review will be provided in advance of the periods shown on the indicative timeline(<i>appendix 1</i>) by the Buyer.</li> <li>• The Supplier team will be on vacation from 19<sup>th</sup> December 2022 to 3<sup>rd</sup> January 2023. It is assumed that work will be completed by 16<sup>th</sup> December.</li> <li>• Whilst providing check and challenge support to the development of the PBC, the Supplier will review the PBC document only and not source or input materials (e.g. the economic and financial model, working papers, technical specifications, etc.).</li> <li>• The Supplier will provide comments on the PBC but will not action edits.</li> <li>• The Buyer is responsible for scheduling work according to the agreed schedule (<i>appendix 1</i>) below, including responding to delays/scheduling changes.</li> <li>• The Buyer is responsible for scheduling any meeting or workshops including confirming the availability and attendance of all participants.</li> <li>• Project / Programme management and dependency management between workstreams will be the responsibility of the Buyer.</li> <li>• The following are out of scope: Options appraisal, financial modelling, economic analysis, detailed technical design, solution costing, delivery plan, benefits modelling, PBC writing, PBC editing, detailed risk analysis.</li> <li>• The Buyer will engage early and regularly with HMT and NHSE assurance teams and share the outputs of this engagement with the Supplier.</li> <li>• The Supplier will provide comments and recommendations on drafts of the PBC, which will be actioned by the NHSE drafting team.</li> <li>• Programme/project management will be provided by the SteerCo.</li> </ul>
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	<ul style="list-style-type: none"><li>• The Programme Board will set scope and timescales for the programme.</li><li>• The Buyer's finance team will be responsible for all financial, economic and modelling inputs to the PBC</li><li>• The Buyer's drafting and editorial teams should provide outputs to agreed timescales to prevent programme slippage.</li><li>• The Buyers team will nominate a programme role responsible for maintaining a transparent decision log.</li></ul>	
<b>Outcome of Variation</b>		
Contract Variation:	<p>This Contract is varied as follows:</p> <ul style="list-style-type: none"><li>• Supplier to provide an additional 44 days' work under Phase 2 on a <u>T&amp;M basis</u> following Work Package 5.</li><li>• An estimated cost for this additional work of <u>£94,600</u> excluding VAT and expenses.</li></ul>	
Financial Variation:	Original Contract Value of Phase 1:	
	Total cost of previous variations (CCN001, CCN002, CCN003):	
	Additional revised cost due to variation #4 (CCN004):	
	Additional cost due to this Variation (CCN005):	
	Total Contract Value:	

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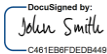
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1. This Variation must be agreed and signed by both Parties to the Contract and shall only be effective from the date it is signed by the Buyer.
2. Words and expressions in this Variation shall have the meanings given to them in the Contract.
3. The Contract, including any previous Variations, shall remain effective and unaltered except as amended by this Variation.

Signed by an authorised signatory for and on behalf of the Buyer

Signature	
Date	
Name Capitals)	(in PETER RIDLEY – DEPUTY DIRECTOR OF FINANCE
Address	NSH England

Signed by an authorised signatory to sign for and on behalf of the Supplier

Signature	
Date	28-11-2022   5:34 AM PST
Name Capitals)	(in JOHN SMITH
Address	4-6 Upper Cres, Belfast BT7 1NT

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**Appendix 1:**

## Indicative allocation of days against the timetable

1 2 3

Action / Week commencing	7 <sup>th</sup> Nov	14 <sup>th</sup> Nov	21 <sup>st</sup> Nov	28 <sup>th</sup> Nov	5 <sup>th</sup> Dec	12 <sup>th</sup> Dec	19 <sup>th</sup> Dec
Day 1 ( debrief, planning & Input review)		Charlene, Gillian & Phil 1d each					
Days 2 & 3 ( Review and challenge of options)			Charlene, Gillian & Phil 2d each				
Days 4 & 5 ( Review and challenge of options)				Charlene, Gillian & Phil 2d each			
TOM approach	Gillian 0.5d Phil 0.5d	Gillian 1d	Gillian 0.5d Phil 0.5d		Gillian 1d Phil 1d		
Meeting to input views on PBC development timeline and milestones	Sarah: 0 day Chris: 0.5 day Teekaj: 1 day						
First review of the PBC draft				Gillian, Phil & Charlene 1.5d each Teekaj 2d, Chris 1d, Sarah 0.25d			
Feedback meeting							
Final review of the PBC draft					Gillian, Phil & Charlene 1.5d each Teekaj 3d, Chris 1.5d, Sarah 0.25d	Teekaj 4d, Chris 1d, Sarah 0.5d	
Feedback meeting							
Completion of the PBC by the NHS England team							

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