

### Change Request Form / Change Authorisation Note

to the IMS3 Contract for the Provision of Information Management Services between the Secretary of State for Health (the "Authority") and Atos IT Solutions and Services Limited (the "Contractor") dated 16 January 2012 (the "Services Agreement")

PART A: Initiate Change	
Change Title	IMS3 Contract Term Extension
Contract Reference	IMS3 Contract for the Provision of Information Management Services between the Secretary of State for Health and Atos IT Services UK Limited dated 16 January 2012 (the "Services Agreement")
Contractor CCN Reference Number	CCN0075
Initiation Date	September 2022
Type (if common change please give details of affected Related Service Providers)	
Category	Common
Justification for category	Extension of Term and update to related terms and conditions
<b>Background</b>  The Authority has requested to extend the Term of the Agreement for a period of up to 6 months from the current expiry date of 31 January 2023. This extension is intended to protect the Services and ensure a smooth exit from the IMS3 services under the Agreement and transition to the new services provider.  <b>Description of change:</b>  In accordance with paragraph 11.3 of CCN0053 ("Extension of Term of the IMS3 Agreement and other related amendments") the Parties agree to extend the Further Extended Term for a period of 6	

(six) months, with the option to extend for an additional 3months, unless terminated earlier in accordance with the provisions of Clause 52 (Termination Rights).

### **Changes to the Agreement**

The Agreement, including any previous CCNs, shall remain effective and unaltered except as amended by this CCN. Any capitalised terms in this CCN shall have the same meaning given in the Agreement, unless the context requires otherwise or unless otherwise defined in this CCN. The Contractor and the Authority acknowledge that this CCN shall, once signed by both Parties, constitute a binding variation to the Agreement.

### **Definitions**

The definition introduced in CCN0053 of the “Further Extended Term” shall be amended as follows: “the period of 42 (forty-two) months commencing on the expiry of the Extended Term, unless terminated earlier in accordance with the provisions of Clause 52 (Termination Rights);”

The below table shows the Extension options exercised by the Authority so far.

<b>CCN</b>	<b>Months</b>	<b>End Date</b>	<b>Option to extend</b>
CCN0053	24	30/04/2022	N/A
CCN0067	33	31/01/2023	3 months
CCN0075	42	31/10/2023	3 months

### **Option to further extend**

Paragraph 11.3 of CCN0053 to be amended as follows: “The Authority shall have the option to extend the Further Extended Term by a further 3 months. If the Authority intends to exercise this option, it must give written notice to such effect to the Contractor no later than 30<sup>th</sup> Apr 2023.”

### **Financial Model Update**

As part of this CCN075 there is a requirement to revise the SL6- Server Hosting Variable unit charge as set out in Clause 5.4 of Schedule 9.1 of the Agreement. This revision is as a direct impact of the Contractors Data Centre Energy cost increases.

The tables below detail the current to the revised change in Unit price:

**Current SL6 – Server Hosting Variable Unit Charge:**

Service Line	Allocation	Unit Price
SL6: Server Hosting	Active – Chargeable & Non Chargeable Servers	£ [REDACTED]

**Revised SL6 – Server Hosting Variable Unit Charge:**

The Variable unit charge will be replaced and split into two components.

- i. The first component will cover SL6- Server Hosting Non-Energy charge:

Service Line	Allocation	Unit Price
SL6: Server Hosting	Non Energy proportion - Active – Chargeable & Non Chargeable Servers	£ [REDACTED]

- ii. The second component will cover the Variable Energy costs as Actual costs incurred + margin of [REDACTED] % on a monthly basis (from 1<sup>st</sup> February 2023).

**As a worked example:**

	Feb-23	Mar-23
DHSC Data Centre Energy Costs - Actual costs incurred	[REDACTED]	[REDACTED]
Margin	[REDACTED]	[REDACTED] %
<b>SL6- Server Hosting Energy Charge</b>	<b>£ [REDACTED]</b>	<b>£ [REDACTED]</b>

All other Service Line fixed, semi-variable and variable unit charges remain the same.

**DHSC Agreed Cost Reduction Credit**

The cost reduction credit of [REDACTED] that is currently being applied to the monthly core invoice will continue to 31<sup>st</sup> January 2023.

As part of this Agreement extension the cost reduction credit will be removed, and a nil cost reduction credit will be applicable from 1<sup>st</sup> February 2023.

All other provisions of the Agreement and CCN0053 are unchanged.

<b>Risks and Benefits of this Change</b>						
The Agreement and charging elements are up to date.						
Reason for change:						
To extend the Contract period and make changes to the Financial Model.						
Consequence of no change:						
The Agreement would not continue in accordance with the intentions of the Parties.						
Does a Business Case exist for this CCN?		N/A				
Has the Business Case been approved?		A. By the Authority Management Board			Yes / <del>No</del>	
		B. By the DH Capital Investment Branch			Yes / <del>No</del> / <del>Not Applicable</del>	
		C. By HM Treasury			Yes / <del>No</del> / <del>Not Applicable</del>	
Has the funding been agreed? (If yes, by whom and to what limit)						
Required implementation date:						
List contract or supporting documents:						
Affected Work Streams: <Strike through where not applicable>						
Architecture	Security	<del>Business</del>	Services	Quality	<del>Planning</del>	<del>HR</del>

Assurance	Messaging	Contract	Stakeholders	Cost/Finance	Risk	Legal
Approvals						
Originating Party Approvals: (as appropriate)			<div>██████████</div> Date: 14/12/2022			
Originator:						
Change Control Manager:			<div>██████████</div> Date: 13/12/2022			
Design Authority:			<div>██████████</div> Date: 13/12/2022			
Approved for issue to commence Impact Assessment:			N/A			
Date Impact Assessment to be completed:			N/A			

## Appendix 2

### Change Authorisation Note

<b>PART C: Change Authorisation</b>	
Date received from Contractor:	13/12/2022
Change Approved/Rejected:	Approved
Budget reference:	N/A
Comments  None	
Date approval given:	13/12/2022
<b>Authority Approvals</b>	
Contract Manager:	<div style="background-color: black; width: 100px; height: 1.2em; display: inline-block;"></div> Date: 15/12/2022
DHSC Commercial:	<div style="background-color: black; width: 150px; height: 30px; display: inline-block;"></div> Date: 19/12/2022
Programme Director:	<div style="background-color: black; width: 100px; height: 1.2em; display: inline-block;"></div> Date: 15 12 2022
Date incorporated into contract:	14 <sup>h</sup> December 2022
Incorporated by whom:	
<b>Contractor Approvals</b>	
Change Control Manager:	
Change Approver:	<div style="background-color: black; width: 250px; height: 50px; display: inline-block;"></div> <div style="background-color: black; width: 100px; height: 1.2em; display: inline-block;"></div> , Atos, Client Executive Partner 19 <sup>h</sup> December 2022

