

CABINET MEMBER DECISION RECORD TEMPLATE

This form should be used to record Executive decisions taken by Cabinet Members

<p>Decision Ref. No:</p>
<p>Responsible Officers:</p> <p>David Vitty, Service Director, Adult Social Care Neil Goddard, Service Director, Community Learning and Commissioning</p>
<p>Subject:</p> <p>The Pan-Dorset electronic patient record across Social Care and the NHS – Dorset Care Record.</p>
<p>Decision taken:</p> <p>To proceed, as one of nine health and social care partners, from the procurement stage of the project to the implementation stage, and in doing so, commit to the project Partnering Agreement, including the financial risk share, and approve the full business plan.</p>
<p>Reasons for the decision:</p> <p>The Dorset Care Record project, which has concluded the procurement process and selected a provider (Orion Health), is now in a position to proceed to implementation. At this stage in the project, the Partnering Agreement requires all partners to approve the full business plan.</p>
<p>Call-in and Urgency:</p> <p>This decision is subject to call-in</p>
<p>Background:</p> <p>A variety of computer based systems are used by NHS and Social Care organisations across Dorset to record information about the needs, care and support of local residents. This use of multiple systems inhibits efficient information sharing between organisations and, consequently, NHS and Social Care partners developed a proposal for an integrated patient record system accessed by all NHS and Social Care staff across Dorset, Poole and Bournemouth.</p> <p>In February 2015, the partnership was awarded a grant of £1.35m from the Integrated Digital Care Fund (IDCF). Although this sum was less than the £2.5m requested, Dorset County Council (as the host agency for the contract) accepted the award on behalf of the partnership and committed to a Memorandum of Understanding with NHS England. The award was underpinned with a Partnering Agreement entered into by all nine partner organisations; that is, Dorset Clinical Commissioning Group, three acute hospital NHS Trusts, Dorset Healthcare, South West Ambulance Trust and the three upper tier local authorities across Bournemouth, Poole and Dorset.</p>

The DCR will gather patient and service user information from partner organisations into a single record which will be made available to all NHS and Social Care practitioners across Dorset, Poole and Bournemouth. Social Care staff will be able to view details of care provided by the NHS and, in turn, NHS staff will be able to view details of social care provided by local authorities. This will support multi-disciplinary care teams to work more effectively, reduce the need for individuals to provide information more than once to different agencies, reduce the risk of error and help people to remain safe and independent at home as services will be planned and delivered in a more joined up way.

The system will supplement (but not replace) existing organisational record management systems. As well as underpinning the principles of integrated Health and Social Care provision, there is evidence from national safeguarding reviews that vulnerable people are often failed because information is not shared fully between organisations. The Dorset Care Record will reduce the risk of this happening locally.

THE PROCUREMENT PROCESS

Following the production of an Output Based Specification (OBS) by the partnership, an advertisement was placed in the Official Journal of the European Union (OJEU) for a 10 year single supplier framework with provision for a first call-down contract for 5 years.

Tenders were evaluated in February and March 2016 by more than 50 members of staff from across partnership organisations, with a framework contract awarded to Orion Health.

Upon agreement by all partners to the full business case, the framework agreement will be drawn down and Orion Health instructed to proceed with implementation.

Options - and reasons for rejection:

Only one option is presented in this report. The alternative would be to withdraw from the DCR, which would result in Bournemouth Borough Council being excluded from the benefits of multi-agency risk sharing, including one of the underpinning enablers for greater integration between health and social care.

Consultations undertaken:

Public consultation has not been undertaken as part of the procurement process.

Finance/Resource Implications:

Details of the estimated cost of implementing the DCR over a five year period are shown in the Appendix to the Partnering Agreement. The global project budget of £6,989,055 includes £1,087,826 for contingency, however this will not be drawn down from partners unless unplanned overspend occurs. The capital project cost is divided between the supplier cost of £4,317,837 and £1,583,392 to fund the project team and associated costs.

Bournemouth Borough Council is committed to contributing 6.26% of the procurement and implementation cost, which equates to £131,378. If, however, the full project contingency of £1,086,285 were called upon because of unplanned project activity, Bournemouth Borough Council would be required to contribute a further £40,840 as part of the risk share. Over expenditure beyond that identified as a contingency sum, would be apportioned to partners based on the formula set out in the Partnering Agreement.

Bournemouth Borough Council has committed to the £131,378 capital contribution as well as a £46,921 per annum revenue contribution (average when profiled over 5 years) to the DCR project.

A range of benefits will accrue to partnership organisations both in terms of the quality of information and the efficiency with which it is provided. This will lead to savings in staff time and in operational costs. Although these have been quantified in financial terms they are not being treated as cashable for local authorities. Benefits are described in detail in the Full Business Case (FBC) appended to this report.

Name: ADAM RICHENS
Date: 05/04/17

Signature: (of Chief Finance Officer) 

Legal implications:

A Partnership Agreement between all partners has been signed to ensure that there is a shared commitment to the project objectives, but which also provides clarity about financial investment, individual organisational responsibility and the conditions under which any organisation may withdraw from the project. The agreement includes a risk share; committing partners to contribute to any overspend on an "at fault" basis. This Partnering Agreement is triggered in full at the point at which all partners agree to the Full Business Case and progression to implementation. The procurement was led by Dorset County Council and complies with the European Public Contracts Directive. A formal contract will be entered into between Dorset County Council and the successful supplier on behalf of the Partnership.

The Council has the necessary legal powers to make the proposed decision.

Name: TAMM Council
Date: 27/3/17

Signature: (of Monitoring Officer) 

Risk assessment:

Risks to the project are identified in the Full Business Case, however there are risks for Bournemouth Borough Council:

- The market for this type of development is immature, with only two local authorities in England operating something similar. The pioneering nature of this project must inevitably raise some concerns that unanticipated issues, leading to increased costs and project delay may arise;
- There could be difficulties in establishing links between the core Bournemouth Borough Council Adult Social Care system and the DCR, resulting in additional cost and/or anticipated benefits not being fully realised.

There are a number of measures that have been put in place to mitigate these risks:

- The Governance Structure is intended to both inform and involve all partners in risk management, key decision making and quality assurance processes. Sub-groups will ensure that technical, information governance and business process matters are appropriately managed within the project;

- The Partnership Agreement described elsewhere in this report seeks to share risk and encourage a collaborative approach to project delivery as well as providing a process by which partners may withdraw from the project;
- ICT compatibility will be monitored through a specialist project sub-group and national standards used, wherever possible, to ensure compatibility;
- The project will include a business continuity plan to mitigate against failures in the supply chain.

Name:

Signature: (of Officer completing assessment)

Date:

Impact Assessments:

No equalities issues have been identified in respect of the implementation process but an Equalities Impact Assessment (EQIA) will be completed as part of the project implementation.

Information for/not for publication:

For publication

Background papers:

Appendix A – Partnering Agreement, including Risk Share

Appendix B - Full Business Case

Appendix C- DCR Budget Management & Risk Agreement

Any conflict of interest declared by a Cabinet Member who is consulted by the Member taking the decision	Name of Cabinet Member	Nature of interest	Details of any dispensation granted by the Monitoring Officer
Yes/No* (*Delete as appropriate)			

Decision taken by:

Councillor Blair Crawford (Print name) Cabinet Portfolio Adult Social Care

Signed:



Date of decision: 07/04/2017

Date of publication of record of decision: (to be inserted by Democratic Services)
21 April 2017

Date decision effective – that is 5 working days after the date of publication of the record of decision unless the decision is called-in for consideration by the relevant Overview and Scrutiny Panel: **28 April 2017**
-insert
date-