

# National Partnership Agreement on the Digital Regions Initiative: Implementation Plan

PROJECT NAME: *AMBULANCE MOBILE CONNECT SA*

## Preliminaries

1. The Digital Regions Initiative will co-fund digital enablement applications to improve services in the key sectors of health, education and/or emergency services in regional, rural and remote communities across Australia in partnership with state, territory and local governments.
2. The National Partnership Agreement (the Agreement) provides the overarching administrative arrangements for the Digital Regions Initiative. The Agreement provides for the development of an Implementation Plan for each Digital Regions Initiative funded project, which contains details of the project, including but not limited to milestones, which may, when attained by the SA Health trigger payment from the Commonwealth.
3. This Implementation Plan deals with the project that will equip SA Ambulance Service vehicles with mobile computing terminals connected to a variety of emergency response and medical information systems to improve ambulance response times and support the delivery of clinical care by paramedics.

## PART 1 – FORMALITIES

### Parties

4. This Implementation Plan has been agreed between the Commonwealth of Australia (the Commonwealth) represented by the Minister for Broadband, Communications and the Digital Economy and the South Australian Minister for Health.

### Term of the Implementation Plan

5. This Implementation Plan will commence on the date both Parties agree in writing to the plan and will expire on 30 June 2013, unless otherwise agreed in writing by the Parties.
6. Either Party may terminate this Implementation Plan by providing 40 business days notice in writing. Where this Implementation Plan is terminated, the Commonwealth's liability to make payments to the State or Territory is limited to payments associated with performance milestones achieved by South Australia Health by the date of effect of termination of this Implementation Plan.

7. The Parties to this Implementation Plan do not intend any of the provisions to be legally enforceable. However, that does not lessen the Parties' commitment to this Implementation Plan.

## PART 2 – THE PROJECT

### Purpose of the project

8. The project will contribute to the objectives and outcomes in the Agreement.
9. The project aims to equip SA Ambulance Service vehicles with mobile computing terminals connected to a variety of emergency response and medical information systems via a high speed mobile broadband network. The objectives of the project are to give paramedics real-time access to details of an emergency incident and critical patient information; provide a variety of information systems that will improve ambulance response times; and support the delivery of clinical care by paramedics thus increasing patient survival rates.
10. SA Health agrees to deliver the project in accordance with the milestone schedule at Annexure A.

### Project management

11. The project will be managed in accordance with the Management Structure specified at Annexure B.

### Project delay and changes

12. The Parties as represented by the Project Representatives (as at paragraph 23) agree to take all reasonable steps to minimise changes or delay in progressing the project in accordance with the milestone schedule at Annexure A.
13. If a Party as represented by the Project Representatives becomes aware that completion of the project or project milestones will or may be delayed or significant changes occur, that Party must notify the other Party and both will work together in good faith to minimise the delay. Commonwealth funding is allocated to projects approved by the Commonwealth Minister for Broadband, Communications and the Digital Economy. Minor adjustments within projects can be approved through agreement of the Project Representatives subject to any necessary policy and Budget approval processes.

## PART 3 – FINANCIAL ARRANGEMENTS

### Commonwealth funding for the project

14. The total estimated cost of the project is \$6,143,000. The total Commonwealth financial contribution is \$2,271,000. The project budget summary is detailed at Annexure C. South Australia is not required to pay a refund to the Commonwealth if the actual cost of the project is less than the agreed estimated cost. Similarly South Australia bears all risk should the cost of the project exceed the agreed estimated cost.
15. Under the Agreement, the Commonwealth will make payments to SA Health through the South Australian Treasury in accordance with the Implementation Plan and the achievement of the specified Milestones in Annexure A, to the satisfaction of the Commonwealth.



## Reporting

16. SA Health agrees to a three monthly reporting cycle (made up of alternating written reports and project consultations) plus a final written project report to the Commonwealth in accordance with the milestone schedule at Annexure A.
17. Each written report will be based on an agreed template to be provided by the Commonwealth separate to this Implementation Plan and will include:
  - a. an overview of the project progress as at the date of the report. Where applicable, this overview should include, but not be limited to, a brief description of general progress of the project and whether or not the project is proceeding on time and within budget;
  - b. a statement of achievements against the milestones;
  - c. where applicable, any problems encountered, including technical and administrative;
  - d. an income and expenditure statement for the relevant reporting period;
  - e. a statement of the major purchasing activity undertaken during the relevant reporting period consistent with Annexure D; and
  - f. a statement on each of the performance indicators and baseline data measures set out in Annexure E.
18. Each project consultation will be a conversation around:
  - a. an overview of the project progress as at the date of the consultation;
  - b. where applicable, any problems encountered, including technical and administrative; and
  - c. as required, any updates on performance indicators or baseline data measures set out in Annexure E.
19. SA Health agrees to provide a final project report to the Commonwealth based on the agreed template that will be provided by the Commonwealth separate to this Implementation Plan.

## Major Purchasing Activity

20. Assets contributing towards the project are listed at Annexure D. Details of asset purchases of \$10,000 or more will be provided with each written project report.
21. Proposed sub-contracts (if any) of \$10,000 or more to be entered into for the project are listed at Annexure D.

## Promotion, Acknowledgment and Publicity

22. The Parties will reach prior agreement on the nature and content of any events, announcements, promotional material or publicity relating to activity under this Implementation Plan, and how the roles and contributions of the Parties will be acknowledged and recognised appropriately.

## Project Representatives

23. The officers responsible for undertaking the management of the activities in accordance with the terms of this Implementation Plan are:

**Commonwealth officer**

24. Position: Assistant Secretary, Digital Initiatives Branch

Organisation: Department of Broadband, Communications and the Digital Economy

Address: GPO Box 2154, Canberra ACT 2601

**Participating Authority officer**

25. Position: Chief Executive (or delegate)

Organisation: SA Health

Address: PO Box 287, RUNDLE MALL SA 5000

*Signed for and on behalf of the Commonwealth of Australia by the Minister for Broadband, Communications and the Digital Economy, Senator Stephen Conroy.*

*Stephen Conroy*

\_\_\_\_\_  
[date]

*Signed for and on behalf of the State of South Australia by the South Australian Minister for Health, the Hon John Hill MP.*

*John Hill*  
17.5.10 [date]

## Annexure A

(Paragraphs 10, 11, 14 & 15)

### The Milestones

#### Ambulance Mobile Connect SA

- This Annexure specifies each reporting period for the project and milestones (including indicators of completion / evidence for payment requirements) that SA Ambulance Service must achieve.

See table on following page. Note - the shaded row indicates a payment is due against the achievement of the milestone.

The key elements are:

- **Reporting period** - is the simplest way for the Commonwealth to monitor the activity and the funding. The SA Ambulance Service is required to agree to a three monthly reporting cycle made up of alternating written reports (three months) and project consultations (next three months) in accordance with this milestone schedule.
- **Milestone** - is a significant event that indicates progress towards meeting the aims and objectives of the Implementation Plan.
- **Completion date** - is the date that each stage of the project has to be completed in order to meet the milestones of the project.
- **Evidence of completion** - is a measurement of the performance of each stage of the project during the reporting period.
- **Funding** - the total cost for each deliverable/milestone should add up to form the project budget.

Annexure A continued

Milestones

Reporting Period	Milestones	Completion date	Evidence of completion	Cwealth Funding \$	Participating Authority and Partner Contributions \$	Total Cost \$
Establishment Payment	Implementation Plan signed		Implementation Plan signed	104,600.00	0	104,600.00
On-site Consultation			Project consultation	0	0	0
Report 1 Written Date Due: 28 Oct 2010	Engagement of Project Manager Establishment of Project Office Establishment of Project Board Establishment of Project Team Development of detailed Project Plan Development of detailed business requirements. Release RFP to market Complete detail technical design	30 September 2010	Project Manager engaged Project Office established Project Board established Project Team established Project Board endorsement of detailed Project Plan Project Board endorsement of detailed business requirements. RFP released to market Technical design specification	1,069,200	1,188,000	2,257,200



Implementation Plan Digital Regions Initiative

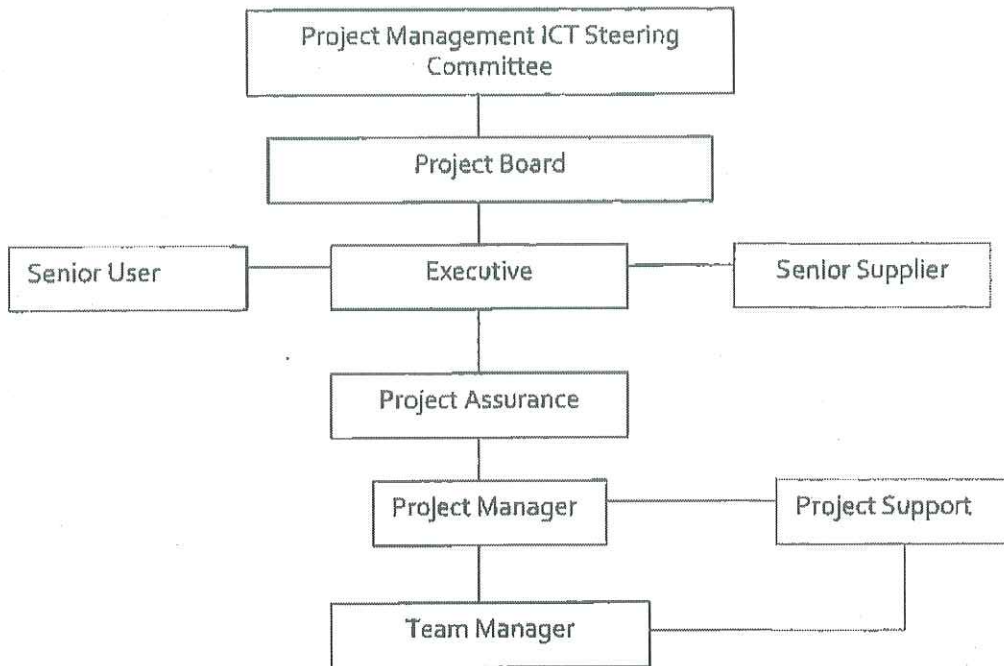
Reporting Period	Milestones	Completion date	Evidence of completion	Cwealth Funding \$	Participating Authority and Partner Contributions \$	Total Cost \$
Consultation	Progress on 'next steps' as identified in the 28 Oct 2010 written report		Project consultation	0	0	0
Report 2 Written Date Due: 28 April 2011	Complete solution definition and commence build	31 March 2011	Solution definition and build report	269,200	1,188,000	1,457,200
Consultation	Progress on 'next steps' as identified in the 28 April 2011 written report		Project consultation	0	0	0
Report 3 Written Date Due: 28 Oct 2011	Backend server infrastructure established ready for testing Pilot terminal equipment rollout End to end testing of Mobile Data System	30 September 2011	Infrastructure readiness report System test report	514,000	748,000	1,262,000
Consultation	Progress on 'next steps' as identified in the 28 Oct 2011 written report		Project consultation	0	0	0
Report 4 Written Date Due: 27 April 2012	Terminal equipment rollout	30 March 2012	Site roll out report	114,000	648,000	762,000
Consultation	Progress on 'next steps' as identified in the 28 April 2012 written report		Project consultation	0	0	0
Report 5 Written	Terminal equipment rollout	31 March 2012	Site roll out report	100,000	100,000	200,000

Implementation Plan Digital Regions Initiative

Reporting Period	Milestones	Completion date	Evidence of completion	Cwealth Funding \$	Participating Authority and Partner Contributions \$	Total Cost \$
Date Due: 28 Oct 2012						
Consultation	Progress on 'next steps' as identified in the 28 Oct 2011 written report		Project consultation	0	0	0
Final Report Date Due: 31 March 2013	Project closure	28 September 2012	Final report delivered to DBCDE	100,000	0	100,000
			Total Funding	\$2,271,000	\$3,872,000	\$6,143,000



### Management Structure



SA Ambulance Service will be responsible for managing the overall project.

There are no project partners.

**Budget Summary**

Ambulance Mobile Connect SA

	2009/2010	2010/2011	2011/2012	2012/2013
Digital Regions Initiative funding (excl GST)	\$ 104,600	\$ 1,338,400	\$ 628,000	\$ 200,000
Lead Applicant				
Cash	\$ 0	\$ 2,376,000	\$ 1,396,000	\$ 100,000
Other Contributions	\$ 0	\$ 0	\$ 0	\$ 0
Subtotal	\$ 104,600	\$ 2,376,000	\$ 1,396,000	\$ 100,000
TOTAL OTHER CONTRIBUTIONS	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL CASH	\$ 0	\$ 3,714,400	\$ 2,024,000	\$ 300,000
TOTAL PROJECT COST	\$ 104,600	\$ 3,714,400	\$ 2,024,000	\$ 300,000
OVERALL Digital Regions Initiative Fundings			\$ 2,271,000	
OVERALL Other Contributions (Lead Applicant)			\$ 0	
OVERALL Other Contributions (Others)			\$ 0	
OVERALL Cash Contributions (Lead Applicant)			\$ 3,872,000	
OVERALL Cash Contributions (Others)			\$ 0	
OVERALL PROJECT VALUE			\$ 6,143,000	

**Annexure D**

(Sub paragraph 16.e, Paragraphs 19 &amp; 20)

**Major Purchasing Activity***Ambulance Mobile Connect SA*

The following major purchasing activity in regard to expenditure of \$10,000 or more provides details of what SA Ambulance Service will purchase, install or enhance in order to meet the aims and objectives of the project.

**Major Purchase Items**

	Description
Year (2009-2010)	Specialty project resources and consultants
	Network design: Stage One
Year (2010-2011)	Specialty project resources and consultants
	Mobile gateway management software
	Mobile client software
	Servers – Interface and backup
	MDT equipment
	NextG access/data
	Network design and build: Stage Two
	Vehicle fit-out
	Clinician training
Year (2011-2012)	Specialty project resources and consultants
	Mobile client software
	MDT equipment
	NextG access/data
	Vehicle fit-out
Year (2012/2013)	Nil



**Sub-Contracts** (if any)

	Description
Year (2009-10)	Nil
Year (2010-11)	
Year (2011-12)	
Year (2012-13)	

**Annexure E**  
(Sub-paragraphs 16.f & 17.c)

**Performance Indicators and Baseline Data Measures**  
Ambulance Mobile Connect SA

Agreed performance indicators in accordance with the Digital Regions Initiative Guidelines are:

Performance Indicator	Measure
<p><b>Performance Indicator 1</b></p> <p>The extent to which regional, rural and remote communities are positively impacted by Digital Regions Initiative</p>	<p>(PI 1.1) Physical location and classification of communities that will benefit from funded projects as identified in the project proposal.</p> <p>(PI 1.2) Physical location and classification of communities that have benefited from the funded project as measured by postcodes of communities serviced by mobile ambulance service in project progress reports and/or at the end of the project.</p> <p>(PI 1.4) Description of benefits and impacts in relation to original proposal – presented as brief case studies in project progress reports and/or at the project end.</p>
<p><b>Performance Indicator 2</b></p> <p>Improvements in the delivery of health, education and/or emergency services enabled by digital technologies supported by Digital Regions Initiative projects</p>	<p>(PI 2.1) Description of service delivery benefits by sector at the project end.</p> <p>(PI 2.2) Growth of new or improved services/applications as presented in project progress reports and/or at the project end as measured by:</p> <ul style="list-style-type: none"> <li>▪ Improved access to dispatch information by Ambulance clinicians</li> <li>▪ Improved workflow efficiencies of the SA Ambulance Service Emergency operations Centre.</li> <li>▪ Number of end-users.</li> <li>▪ Number and description of mobile data applications</li> </ul> <p>(PI 2.3) Impact of new or improved applications and service delivery outcomes presented in project progress reports and/or at the project end as measured by:</p> <ul style="list-style-type: none"> <li>▪ Number and type of services delivered by paramedics/ ambulance officers/volunteers</li> <li>▪ Time efficiencies of SA Ambulance Service Emergency operations Centre.</li> </ul>

<p><b>Performance Indicator 3</b></p> <p><b>Extent to which Australian Government investment is leveraged by Digital Regions Initiative projects</b></p>	<p>PI 3.3) The number location and type of additional activities/applications that have occurred through the project beyond the scope of the implementation plan as measured at the project end.</p> <p>(PI 3.4) The level of additional investment and benefits that has occurred beyond the scope of implementation plans and as a result of funded projects over the life of the DRI program as measured by cash and other contributions expenditure reports at the project end.</p> <p>(PI 3.5) Description of additional benefits achieved by project through opportunities created by the NBN as measured by the interaction of users using broadband and mobile services at project end.</p> <p>(PI 3.6) Description of how the longer term sustainability of the project will be assured at the project end.</p>
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Baseline data measure	Measurement as at project commencement
<p>(PI 1.1) Physical location of towns/postcodes.</p>	<p>Baseline data - 100 communities identified in the project proposal not receiving this service.</p>
<p>(PI 2.2) Growth of new or improved services/applications measured by:</p> <ul style="list-style-type: none"> <li>▪ Improved access to dispatch information by Ambulance clinicians</li> <li>▪ Improved workflow efficiencies of the SA Ambulance Service Emergency operations Centre.</li> <li>▪ Number of end-users.</li> <li>▪ Number and description of mobile data applications</li> </ul>	<p>Baseline for regions is zero.</p>
<p>(PI 2.3) Description/impact of new or improved applications and service delivery outcomes:</p> <ul style="list-style-type: none"> <li>▪ Provided in case studies at the project end.</li> </ul>	<p>Baseline data –Ambulance service Clinicians do not have readily available access to dispatch and clinical reference information.</p>