

NHS DORSET CLINICAL COMMISSIONING GROUP
GOVERNING BODY MEETING
ESTABLISHMENT OF A JOINT COMMISSIONING COMMITTEE FOR
EMERGENCY AMBULANCE SERVICES

Date of the meeting	22/01/2020
Author	S Sutton, Programme Director, Urgent and Emergency Care
Sponsoring Board member	Dr S Watkins, Locality Lead for Poole Central and Clinical Lead for Urgent and Emergency Care
Purpose of Report	The Governing Body is asked to approve the formation of the new collaborative commissioning arrangements in relation to the establishment of an ambulance joint commissioning committee.
Recommendation	The Governing Body is asked to approve:- (a) to jointly exercise the CCG's commissioning functions in relation to emergency ambulance services (pursuant to section 14Z3(2)(b) of the NHS Act) and to establish the Ambulance Joint Commissioning Committee (AJCC) for this purpose (pursuant to section 14Z3(2)(b) of the NHS Act). (b) the delegation of functions to the AJCC as set out in the enclosed AJCC Delegation. (c) the terms of reference for the AJCC as set out in the enclosed AJCC Terms of Reference (ToR). (d) the relevant addition to the Dorset CCG Standing Financial Instructions (SFIs) to reflect the remit/role of the AJCC of a £7,000,000 delegated limit as set out in paragraph 4.3 below. (e) the relevant addition to the Dorset CCG Scheme of Reservation and Delegation as set out in paragraph 4.4 below.
Stakeholder Engagement	N/A
Previous GB / Committee/s, Dates	N/A

Monitoring and Assurance Summary

This report links to the following Strategic Objectives	<ul style="list-style-type: none"> • Prevention at Scale • Integrated Community and Primary Care Services • One Acute Network • Digitally Enabled Dorset • Leading and Working Differently 		
	Yes [e.g. ✓]	Any action required?	
		Yes	No

9.4

		Detail in report	
All three Domains of Quality (Safety, Quality, Patient Experience)	✓		✓
Board Assurance Framework Risk Register	✓		✓
Budgetary Impact	✓		✓
Legal/Regulatory	✓	✓	
People/Staff	✓		✓
Financial/Value for Money/Sustainability	✓		✓
Information Management & Technology	✓		✓
Equality Impact Assessment	✓		✓
Freedom of Information	✓		✓
I confirm that I have considered the implications of this report on each of the matters above, as indicated	✓		

Initials : SSu

1. Background

- 1.1 Under the National Health Service Act 2006 (as amended by the Health and Social Care Act 2012) Clinical Commissioning Groups (CCGs) have responsibility for ambulance commissioning.
- 1.2 Recent reviews¹ have highlighted variations in the effectiveness and efficiency of commissioning of ambulance services and emphasised the need for new, collaborative arrangements that integrate 999 (emergency) ambulance services with wider urgent and emergency care (UEC) ambulance services.
- 1.3 In October 2018 NHS England published a new commissioning framework for ambulance services to support system leaders to work in a more collaborative way when commissioning ambulance services, especially across the wider urgent and emergency care system.²
- 1.4 During 2018/19 Dorset CCG, acting in its capacity as commissioning coordinator for ambulance services in the south west, undertook a review of ambulance commissioning arrangements using the self-assessment tool within the NHS England framework. This review led to the co-design of a new collaborative commissioning model involving all CCGs across the region.
- 1.5 The CCGs covered by these joint commissioning arrangements (the Commissioners) are as follows:
 - Bath and North East Somerset CCG;
 - Bristol, North Somerset and South Gloucestershire CCG;
 - Devon CCG;
 - Dorset CCG;
 - Gloucestershire CCG;
 - Kernow CCG;
 - Somerset CCG;
 - Swindon CCG; and
 - Wiltshire CCG.

¹ These include the [National Audit Office Review of Ambulance Services](#), the [Carter Review](#) and the [Ambulance Response Programme Spring Review](#).

² [Commissioning Framework: A Framework for the Commissioning of Ambulance Services](#), NHS England Central Ambulance Team

1.6 The Governing Body is now asked to agree the formation of the new collaborative commissioning arrangements, including:

- the establishment of an ambulance joint commissioning committee (AJCC) to jointly commission emergency ambulance services across the south west and to manage the commissioning contract with the provider of emergency ambulance services;
- the delegation of functions to the AJCC as set out in the enclosed Delegation; and
- the AJCC terms of reference (ToR), which will govern the operation of the AJCC.

2. Aims and Benefits of the Joint Commissioning Arrangements

2.1 The AJCC aims to secure high quality, patient focused and value for money emergency ambulance services across the whole geography and for all patients served by the provider of ambulances services by fulfilling a strategic commissioning function across the region to ensure that the commissioning of emergency ambulance services is aligned and integrated with the wider urgent and emergency care sector. It builds on and strengthens the existing collaborative arrangements and reflects national policy.

2.2 The Commissioners aim to achieve a number of benefits to improve the quality and cost effectiveness of services to patients and their families, including:

- Facilitating robust stewardship of the provider of emergency ambulance services;
- Improving the Commissioners' ability to hold the provider of emergency ambulance services to account;
- Securing efficiency of effort for Commissioners and for the provider of emergency ambulance services;
- Improving the potency of commissioners; and
- Delivering the benefits of collaborative working, including sharing and dissemination of best practice and promoting innovation.

3. The Ambulance Joint Commissioning Committee

3.1 The AJCC shall be established as a committee of the CCG, in accordance with Schedule 1A of the NHS Act.

3.2 The AJCC shall enable the Commissioners to come together to implement the joint commissioning arrangements and to make collective decisions on the delegated functions. Decisions of the AJCC will be binding on members of the AJCC. The role of the AJCC is described in detail in paragraph 9 of the ToR.

- 3.3 The AJCC shall consist of one representative from each Commissioner who shall be the Chief Officer or Accountable Officer or their nominated deputy, provided that any such deputy shall be of sufficient seniority to support the functioning of the AJCC. The seniority of role is also to ensure appropriate awareness and linkage between the role of the AJCC with emerging integrated care systems.
- 3.4 Responsibility for chairing the AJCC shall be shared between all Commissioners, although Dorset CCG shall undertake the role of Chair initially to ensure continuity as the new arrangements are implemented and embedded.
- 3.5 NHS England and NHS Improvement shall be invited to attend the AJCC as non-voting attendees and the AJCC may call additional experts to attend meetings on an ad hoc basis to inform discussions and assist the AJCC to perform its functions.
- 3.6 Decisions of the AJCC shall be achieved by consensus decision making wherever possible, with voting reserved as a decision making tool of last resort. In the event that consensus cannot be achieved then a decision may be made by the agreement of 5 of the 7 AJCC members.
- 3.7 The AJCC shall be required to present its minutes to this Governing Body and to the governing bodies of all Commissioners. Representatives shall be responsible for ensuring effective two-way communication between each Commissioner and the AJCC by informing the AJCC of relevant local matters than may impact upon emergency ambulance services and reporting back on decisions taken by the AJCC.
- 3.8 The CCG may withdraw from the AJCC, and from the joint commissioning arrangements, in accordance with the terms of paragraph 38 of the ToR and upon giving six months' written notice to the other Commissioners.

4. Delegation of Functions

- 4.1 The delegation of commissioning functions to the AJCC shall be as set out in paragraph 2 of the enclosed Delegation and shall take effect from 1 February 2020, providing that the Delegation is agreed by the Governing Body.
- 4.2 The Governing Body will note that it retains the ability to vary or revoke the Delegated Functions under the terms of paragraphs 12 and 13 respectively of the Delegation.

- 4.3 To reflect the remit/role of the AJCC, an additional delegated limit of £7,000,000 has been added to the Dorset CCG Standing Financial Instructions (SFIs) detailed delegation limits as highlighted below:-

	Area of Delegation	Delegated Limit	Authority Delegated to	Ref
3.2	Budgets Adjustment Outside NHS <£200,000 <£400,000 >£400,000	Within NHS <£2,000,000 <£4,000,000 >£4,000,000 <£7,000,000	Chief Finance Officer Accountable Officer CCG Governing Body Ambulance Joint Commissioning Committee (AJCC)	D C A

- 4.4 The relevant addition to the Dorset CCG Scheme of Reservation and Delegation contained in the [Governance Handbook](#) will need to be included as follows:-

Policy Area	Decision	Reserved to the Membership	Reserved or delegated to the Governing Body	Accountable Officer	Committee or Sub-Committee	Specified Individual
PARTNERSHIP WORKING	Decision-making on emergency ambulance commissioning pursuant to the Terms of Delegation				✓ (Ambulance Joint Commissioning Committee)	

5. Further Arrangements

- 5.1 Paragraph 33 of the ToR grants the AJCC the power to establish sub-committees and to determine the membership, role and remit of each sub-committee so established. The Commissioners are in the process of developing the sub-committee structure and terms of reference for each AJCC sub-committee. These arrangements will be approved by the AJCC at its first meeting.
- 5.2 The delegation of functions to any sub-committees shall be set out in the terms of reference for each sub-committee and in the scheme of reservation and delegation for the AJCC, which shall be published in the AJCC Handbook.
- 5.3 A collaborative commissioning agreement will set out the terms under which the Commissioners will collaborate in assessing the need for ambulance services and jointly procure, enter into and manage the commissioning contract for the duration of its terms. The Commissioners are in the process of finalising the joint commissioning agreement and this will be approved by the AJCC at its first meeting. A draft of the agreement is enclosed with this pack, for information.

6. Recommendations

6.1 The Governing Body is asked to:

- **Approve** to jointly exercise the CCG's commissioning functions in relation to emergency ambulance services (pursuant to section 14Z3(2)(b) of the NHS Act) and to establish the Ambulance Joint Commissioning Committee (AJCC) for this purpose (pursuant to section 14Z3(2)(b) of the NHS Act).
- **Approve** the delegation of functions to the AJCC as set out in the enclosed AJCC Delegation.
- **Approve** the Terms of Reference for the AJCC as set out in the enclosed AJCC Terms of Reference (ToR).
- **Approve** the relevant addition to the Dorset CCG Standing Financial Instructions (SFIs) to reflect the remit/role of the AJCC of £7,000,000 delegated limit as set out in paragraph 4.3 above.
- **Approve** the relevant addition to the Dorset CCG Scheme of Reservation and Delegation (SoRD) as set out in paragraph 4.3 above.

**Author's name and Title : S Sutton, Programme Director, Urgent and
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Date : 09/01/2020

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APPENDICES	
Appendix 1	AJCC Delegation Agreement
Appendix 2	AJCC Draft Terms of Reference