

Ambulance Joint Commissioning Committee (AJCC) - Draft Terms of Reference – further proposed amendments.

The Governing Body approved the AJCC Terms of Reference at its meeting on 22 January 2020, subject to an amended paragraph in relation to the terms of the delegation (relevant agreed paragraph set out in the Matters Arising document at item 5). However, following an AJCC member telecon on 24 February 2020, a number of further amendments were proposed to the Terms of Reference as set out below, to which further Governing Body approval is sought.

The original text is shown below with the proposed amended text as highlighted.

Status of the AJCC – Paragraph 8

The AJCC will commence its operation on 17 March 2020.

The AJCC will commence its operation on 1st April 2020.

Role of the Committee - Paragraph 11

In performing its role, the AJCC will exercise its functions in accordance with these ToR and the terms of the delegations made to it by the CCGs.

In performing its role, the AJCC will exercise its functions in accordance with these ToR, the terms of the delegations made to it by the CCGs and the financial limit on its delegated authority which shall be the total budgeted resources that the CCGs have agreed to commit to the contract including any forecasted overspend.

Membership - Paragraph 22

Secretariat support will be provided to the AJCC by NHS Dorset CCG, with the general expectation being that Chairing responsibilities and secretariat support will be performed by the same member CCG.

Secretariat support will be provided to the AJCC by the Commissioning Support arrangements in accordance with the terms of the Commissioning Support Arrangements Service Level Agreement.

Meetings and Voting - Paragraph 26

Each member of the AJCC shall have one vote. Attendees do not have voting rights. The aim will be for decisions of the AJCC to be achieved by consensus decision-making, with voting reserved as a decision-making step of last resort and/or where it is helpful to measure the level of support for a proposal. Where consensus cannot be reached, a decision shall be reached by 5 of the 7 members agreeing to approve the decision in question. The Chair shall have a second and deciding vote if necessary. Where agreement cannot be reached in this way, the dispute resolution provisions set out below will be followed.

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AJCC sub-committees – Paragraph 38

Subject to paragraph 33 above...

Subject to paragraph 37 above...

Dispute Resolution - Paragraph 40

Where it is not possible for a dispute to be resolved in this way, mediation will be provided through the regional NHSE/I offices.

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Where a matter is suspended pursuant to paragraph 26, above, the members will seek to resolve it themselves within the specified time period. Where this is not possible, the issue will be promptly referred to the regional NHSE/I office for review, with the objective being to enable a decision to be made and/or implemented, as appropriate in the circumstances. The members agree that this will be an option of last resort and that every reasonable effort will be made to resolve disputes between the AJCC members.

To note – the original membership list in the TOR contained nine CCGs, but as from 1 April 2020 Bath and North East Somerset CCG, Swindon CCG and Wiltshire CCG are formally merging to become NHS BSW CCG.