

**ADDENDUM 6 (of 6) to Surrey CCGs' Framework for 'Committees in Common' - supporting Surrey-wide governance arrangements for decision making.**

NHS Surrey Downs CCG agrees to participate in the Children Community Health Services Procurement Committees in Common, working in accordance with the agreed 'Framework for Surrey-wide Committees in Common'. Surrey Downs CCG's representatives are as follows:

<b>Membership (voting Governing Body members)</b>	Dr Louise Keene, Clinical Member of the Governing Body Gill Edelman, Lay member
<b>Nominated deputies</b>	
<b>Quoracy</b>	Two out of three members, one of which will be a Lay Member. Nominated deputies may be part of the quorum where required.
<b>Convener</b>	The Convener of the <u>Children Community Health Services Procurement 'Committees in Common'</u> is Phelim Brady, who is a lay member of one of the Surrey CCG Governing Bodies. The Convener role is shared by the individual CCG 'Committees', but the Convener is not a member of any of the committees or part of the decision making process. For the avoidance of doubt, s/he will facilitate the wider discussions to inform the decisions and work towards achieving consensus, but will not participate in individual CCGs' debate to reach their final decisions
<b>In attendance (non-voting) officers</b>	James Blythe, Director of Commissioning and Strategy
<b>Scope of decision making</b>	<p><b>(1) Approvals to enable the procurement of Children community health services (Surrey wide) by 1st April 2017.</b> These include approval of the:</p> <ul style="list-style-type: none"> <li>a) Indicative scope of contract, subject to confirmation, for issue of Pre-qualifying Questionnaire (PQQ)</li> <li>b) Final scope of contract before Invitations to Tender (ITT) are issued</li> <li>c) Indicative financial envelope for PQQ and final by ITT</li> <li>d) Contract award length</li> <li>e) Organisation to hold contract on behalf of associates, post award</li> <li>f) Evaluation process</li> </ul> <p><b>(2) Approval of the contract award to the preferred bidder post evaluation</b></p>
<b>Calling Meetings</b>	At such times and places as the Convener may direct on giving reasonable written notice.

**SIGNED on behalf of NHS SURREY DOWNS CCG**

Chief Executive 

Date..... 4<sup>th</sup> October 2016 .....

Chair..... 

Date..... 4<sup>th</sup> October 2016 .....