

- 22.3 The Chief Executive shall maintain a Register of Interests of all Members of the Board, its sub-committees, Locality Clinical Directors, Member Representatives, Practice Members and staff, recording all declarations. This register shall be updated quarterly and is available on the CCG website.

23 Our Partners

23.1 Co-commissioners

- The CCG works with other commissioners to make sure that health and social care is provided to people across the county in an efficient, effective and integrated manner. This may include:
 - NHS England (Specialised Services and Primary Care);
 - Oxfordshire County Council; and
 - other Clinical Commissioning Groups.

23.2 Providers of CCG directly commissioned services:

- The CCG will develop on-going relationships with main providers, including primary care, and the wider clinical community to ensure wide input and alignment of strategies. This may include:
 - NHS Providers including primary care (within and outside the Oxfordshire County Council Boundaries)
 - Independent Sector Providers
 - Third sector providers

23.3 Local Authority Partners:

- In addition to the County Council, our Locality groups work with colleagues at local councils to involve their communities in the commissioning of healthcare across their areas. These include:
 - Oxford City Council;
 - South Oxfordshire District Council;
 - Vale of White Horse District Council;
 - Cherwell District Council; and
 - West Oxfordshire District Council.

24 Joint commissioning arrangements with NHS England for the exercise of NHS England's functions

- 24.1 The CCG may wish to work with NHS England and, where applicable, other CCGs, to exercise specified NHS England functions.

- 24.2 The CCG may enter into arrangements with NHS England and, where applicable, other CCGs to:

- exercise such functions as specified by NHS England under delegated arrangements;
- jointly exercise such functions as specified with NHS England.

- 24.3 Where arrangements are made for the CCG and, where applicable, other CCGs to exercise functions jointly with NHS England a joint committee may be established to exercise the functions in question.
- 24.4 Arrangements made between NHS England and the CCG may be on such terms and conditions (including terms as to payment) as may be agreed between the parties.
- 24.5 For the purposes of the arrangements described at paragraph 24.2 above, NHS England and the CCG may establish and maintain a pooled fund made up of contributions by the parties working together. Any such pooled fund may be used to make payments towards expenditure incurred in the discharge of any of the commissioning functions in respect of which the arrangements are made.
- 24.6 Where the CCG enters into arrangements with NHS England as described at paragraph 24.2 above, the parties will develop and agree a framework setting out the arrangements for joint working, including details of:
- how the parties will work together to carry out their commissioning functions;
 - the duties and responsibilities of the parties;
 - how risk will be managed and apportioned between the parties;
 - financial arrangements, including payments towards a pooled fund and management of that fund; and
 - contributions from the parties, including details around assets, employees and equipment to be used under the joint working arrangements.
- 24.7 The liability of NHS England to carry out its functions will not be affected where it and the CCG enter into arrangements pursuant to paragraph 24.2 above.
- 24.8 The CCG will act in accordance with any further guidance issued by NHS England on co-commissioning.
- 24.9 Only arrangements that are safe and in the interests of patients registered with Practice Members will be approved by Board.
- 24.10 The Board shall require, in all joint commissioning arrangements that the CCG Chief Executive make a quarterly written report to the Board and hold at least annual engagement events to review aims, objectives, strategy and progress and publish an annual report on progress made against objectives.
- 24.11 Should a joint commissioning arrangement prove to be unsatisfactory the Board can decide to withdraw from the arrangement, but has to give six months' notice to partners, with new arrangements starting from the beginning of the next new financial year after the expiration of the six months' notice period.

Remuneration Committee

Terms of Reference

1. Introduction

The Remuneration Committee (the committee) is established in accordance with Oxfordshire Clinical Commissioning Groups constitution, standing orders and scheme of delegation. These terms of reference set out the membership, remit, responsibilities and reporting arrangements of the committee and shall have effect as if incorporated into the clinical commissioning groups constitution and standing orders.

2. Remit and responsibilities

The committee will:

- ~~Agree~~ Advise the Board on appropriate remuneration of the Chief Executive, executive Directors, clinical members of the board and very senior level interim appointments including ~~and terms of service~~ including:
 - All aspects of salary and benefits (including any performance related elements / bonuses)
 - Arrangements of termination of employment and other contractual terms)
- Agree ~~remuneration and~~ terms of service to ensure fair reward for individual contribution—having ing proper regard to the circumstances and performance and to the provision of any national arrangements for any such members and staff where appropriate.
- Advise on and oversee appropriate contractual arrangements for such staff including the proper calculation and scrutiny of termination payments taking into account of such national guidance as is appropriate.
- Receive reports on the performance of the Chief Clinical Officer~~Executive~~ and individual Directors. The performance of the Chief Clinical Officer~~Executive~~ will be reviewed and reported to the committee by the Chair. The performance of the Directors will be reviewed and reported to the committee by the Chief Clinical Officer~~Executive~~.
- Oversee arrangements for dealing with poor performance (using the appropriate policy) and / or disciplinary issues associated with the Chief Clinical Officer~~Executive~~, Directors and other very senior employees.
- The Remuneration Committee will agree the overall framework for conditions of service for those employees and officers not covered directly by the committee
- Determining allowances payable under pension schemes established by the CCG

- The Committee will review annually the adequacy and effectiveness of any human resource processes, controls and policies provided by or to the CCG.

3. Membership

The members of the committee are the Clinical Chair and the OCCG Lay Members.

~~The Lay Vice Chair of the Board~~An OCCG Lay Member (other than the Audit Committee Chair) shall be appointed by the Board as shall be the Remuneration Committee Chair. In the absence of the Remuneration Committee chair the remaining Remuneration Committee Members present shall elect one of themselves to chair a meeting.

Only members of the Remuneration Committee have the right to attend Remuneration Committee Meetings. However, other individuals such as the Chief Executive, Human Resources Lead from the Commissioning Support Unit and external advisers may be invited to attend for all or part of any Remuneration Committee Meetings, as and when appropriate and necessary.

4. Secretarial support

The OCCG Board Secretary will provide secretarial support to the committee. The Board Secretary will be responsible for supporting the Chair on the management of the business.

5. Quorum

A quorum shall be at least three members. No member of the committee may be represented by a nominated deputy. A duly convened Remuneration Committee Meeting at which a quorum is present shall be competent to exercise all or any of the authorities, powers and discretions vested in or exercisable by the Remuneration Committee.

6. Frequency and notice of meetings

The Remuneration Committee shall meet not less than once each year and otherwise as required. Remuneration Committee Meetings shall be called by the Board Secretary at the request of the Remuneration Committee Chair (or in his/her absence, the Chair of the Board).

7. Accountability

The Remuneration Committee will report to the Governing Body the basis of its decisions and recommendations.

8. Review

The Remuneration Committee will conduct its business in accordance with national guidance and relevant codes of conduct / good governance practice.

The committee will review its own performance, membership and terms of reference on an annual basis. Any resulting changes to the terms of reference will be approved by the Governing Body.

| [Date Agreed [November 2019](#)]