

## **Care Services PDS Committee**

### **Health Scrutiny Sub-Committee: Terms of Reference (Agreed 29 March 2011)**

1. To be responsible for:
  - (i) the review and scrutiny of matters relating to the health service in the Borough, including NHS scrutiny, in accordance with the provisions of the Health and Social Care Act 2001 as follows:
    - the review and scrutiny of local providers of NHS-funded services, in particular (but not limited to) any matter relating to the planning, provision and operation of health services in the Borough;
    - supporting the improvement of health services and the reduction of health inequalities for the people of Bromley;
    - considering and responding directly to consultations from the National Health Service on any proposals for a substantial development or substantial variation in the provision of health services in the Borough;
    - any other health matters within the remit of the Care Services PDS Committee that the Committee may wish to delegate to the Sub-Committee;
  - (ii) collaborative working with health agencies operating in the Borough;
  - (iii) the promotion of good health and the Council's specific initiatives to support this.
2. To provide a forum for questions to be asked of the Health Trusts.
3. To consider how the Policy Development and Scrutiny Committee can contribute to the assessment of performance against national and local health standards in Health Trusts operating within the Borough.
4. To consider what practices, processes, structures and relationships are needed to have an ongoing impact on local health services in future years.
5. To submit an annual Work Programme to the Policy Development and Scrutiny Committee for approval.
6. To report progress annually to the Policy Development and Scrutiny Committee.

### ***Rules of Procedure***

1. The Sub-Committee will meet twice a year (June and November), during the day.
2. Once it has formed recommendations on proposals for development, the Sub-Committee will prepare a formal report and submit it to the Policy Development and Scrutiny Committee for consideration.
3. If a report is submitted to a Health Trust or any other responsible authority or co-operating body; a response must be received in writing (including email) and within 28 days from the date of the report or recommendations, or if this is not reasonably possible, as soon as reasonably possible thereafter.
4. Any public questions received by the Sub-Committee and directed to Health Trusts will be forwarded to the relevant member of staff in advance of the meeting. The expectation will be that answers to public questions are provided at the meeting. Where this is not possible a response from the Trust must be received in writing (including email) and within 20 days of the questions being sent.