

**WEST YORKSHIRE JOINT HEALTH SCRUTINY COMMITTEE**

**TERMS OF REFERENCE AND WORKING ARRANGEMENTS**

The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 provide for local NHS bodies to consult with the appropriate health scrutiny committee where there are any proposed substantial developments or variations in the provisions of the health service in the area(s) of a local authority.

Under the legislation health officers from NHS bodies are required to attend committee meetings; provide information about the planning, provisions and operation of health services; and must consult with the health scrutiny committee on any proposed substantial developments or variations in the provision of the health service.

Where proposals to change health services cross local authority boundaries there is a requirement to establish a joint health committee. In Yorkshire and the Humber, a protocol has been established between the 15 upper tier local authorities for establishing a joint health scrutiny committee where proposed changes affect more than one local authority area. Joint health scrutiny committees may also be established to consider other issues of mutual interest.

The chairs of the five West Yorkshire Councils health overview and scrutiny committees met on 21 November 2014 and agreed to pursue establishing a West Yorkshire Health Scrutiny Committee. The purpose of the West Yorkshire Health Scrutiny Committee is to; consider any proposals from the NHS for substantial variation in service that have West Yorkshire wide implications; to meet NHS England to discuss any matters with West Yorkshire wide implications; and to be the first place for dialogue between West Yorkshire Council's Scrutiny Panels and West Yorkshire Commissioning Collaborative (known as 10CC).

The West Yorkshire Health Scrutiny Committee has the following roles and functions:

- To scrutinise any proposed service configuration with West Yorkshire-wide implications and its impact on patients and the public when constituent Councils have delegated these powers to the West Yorkshire Health Scrutiny Committee.
- To meet regularly with NHS England to:
  - Receive updates on national developments and other matters from NHS England
  - To inform NHS England of common issues arising at the five West Yorkshire health scrutiny committees.
- To receive information on service proposals and other matters from West Yorkshire Commissioning Collaborative (known as 10CC)

- To share information on health issues from each of the local authority areas that may have an impact on the other local authority areas within West Yorkshire.
- To undertake shared development activities from time to time.

### Working Arrangements

- The West Yorkshire Health Scrutiny Committee will meet at least four times a year as a formal body meeting in public.
- Each local authority will host one meeting a year and provide the administrative support to that meeting.
- Each local authority will nominate two members to sit on the West Yorkshire Health Scrutiny Committee
- The quorum for the West Yorkshire Health Scrutiny Committee will be five Members, with Members from at least three of the five local authorities present.
- Agenda, minutes and committee papers will be published on the websites of all the five local authorities.