

CALDERDALE AND KIRKLEES JOINT HEALTH SCRUTINY COMMITTEE

TERMS OF REFERENCE AND WORKING ARRANGEMENTS (V7)

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.

Over the past few years work has been undertaken on a strategic review that has looked at the way that health and social care in Calderdale and Kirklees is delivered. In February 2014 CHFT, Locala Community Partnerships and South West Yorkshire Partnership NHS Foundation Trust published the Greater Huddersfield and Calderdale Strategic Outline Case (SOC) which presented a case for changing the way NHS community and hospital services are provided.

Health scrutiny members from both Calderdale and Kirklees considered the implications of the SOC and members from both authorities concluded that should the options outlined in the document be developed into formal proposals they would constitute a substantial development and variation to health service.

In response to the conclusion of health scrutiny members this joint committee was established to review any proposals that might emerge from the strategic review and consider the impact on the residents of Calderdale and Kirklees.

Following publication of the SOC Greater Huddersfield CCG and Calderdale CCG in conjunction with Calderdale and Huddersfield NHS Foundation Trust (CHFT) have further developed proposals on a model for future hospital and community health services.

In January 2016 commissioners published the Pre-Consultation Business Case (PCBC) which described: the future model of care for hospital services; how it had been developed ; and outlined the preferred option that Calderdale Royal Hospital should be the unplanned hospital site and Huddersfield Royal Infirmary should be developed to provide the planned hospital site.

Taking account of the proposed future model of hospital services the Calderdale and Kirklees Joint Health Scrutiny Committee will undertake the following roles and functions:

- To scrutinise the proposed service configuration and its impact on patients and the public.
- To require the commissioners (Calderdale Clinical Commissioning Group and Greater Huddersfield Clinical Commissioning Group) to provide information about any proposed hospital and community based service configuration and where appropriate to require the attendance of representatives from relevant organisations to answer such questions as reasonably required.
- To prepare a report for the Calderdale and Greater Huddersfield Clinical Commissioning Groups (CCG's), Calderdale Council and Kirklees Council, setting out the matter reviewed; a summary of the evidence considered; a list of the participants involved; and an explanation of any recommendations on any service configuration.
- To receive from the CCG's their formal response to the report and to determine whether any concerns expressed by the Committee have been addressed.
- To take reasonable steps to reach agreement if the CCG's disagree with any of the Committees concerns or recommendations.
- To report to the Secretary of State in writing if it is not satisfied that the consultation with the Committee on the proposals has been adequate in relation to the content or time allowed.
- To report to the Secretary of State in writing if it considers that the proposals are not in the interests of the health service in Calderdale and Kirklees.

The Calderdale and Kirklees Joint Health Scrutiny Committee will consider the likely implications across Calderdale and Kirklees (Greater Huddersfield). This will include consideration of the:

- Projected improvements in patient outcomes;
- Likely impact on patients and their families, in particular in terms of access to services and travel times;
- Views of local people and of local service users and/or their representatives;
- Potential impact on the local health economy; the local economy in general; and any financial implications.
- Any other pertinent matters that arise as part of the Committee's review.

In addition where it is deemed appropriate the Calderdale and Kirklees Joint Health Scrutiny Committee will seek independent advice to help support and inform its work.

Attached is an addendum which outlines the Joint Committee's working arrangements.

WORKING ARRANGEMENTS

Membership

Each participating local authority will be eligible to nominate 4 councillors¹.

With the exception of the permanent replacement of a committee member(s) neither authority will establish a panel of substitute members.

There will be no appointment of non-voting co-optees to the Committee.

Choice of Chair.

Calderdale Council and Kirklees Council will nominate a lead member to represent its authority. The lead member of the authority that hosts a meeting of the Committee will have the responsibility of organising and chairing the meeting.

Quorum of Joint Committee

The quorum of a Committee meeting shall be at least three members of the Committee and must include representation from both authorities.

Venues for Meetings

Meetings will be hosted by both local authorities.

There will be no strict rule that governs the number of meetings that will be hosted by each authority although the intention will be to ensure that residents from both Calderdale and Kirklees are given as much opportunity as possible to access the meetings and inform the work of the Committee.

Rules of procedure at meetings

The authority that hosts the meeting will be responsible for conducting the meeting in accordance with its own procedure rules.

¹ Membership of the Committee will follow the guidance as outlined in the Protocol for the Yorkshire and the Humber Councils Joint Health Scrutiny Committee