

# **Surrey Heartlands Scrutiny Sub-group Terms of Reference**

## **Purpose of the group**

The sub-group will monitor the development of the Surrey Heartlands plans in 17/18, including;

- proposals for the Epsom and St Helier estate;
- stroke review plans for Surrey;
- the approach to public engagement;

It will report back publicly to the Adult and Health Select Committee on a regular basis.

The sub-group will act in line with the following principles:

- Locally accountable leadership and clear public reporting
- Early engagement and developing conversations
- Timeliness and flexible arrangements to enable discussions to take place without unnecessary adverse impact to partners.

This will ensure that this engagement is proportionate, and enables the Committee to remain involved with some of the transformational changes that underpin the STP as the public conversation develops. Items can be referred to a full Committee meeting if it is felt necessary.

The sub-group does not restrict or prevent the Adult and Health Select Committee exercising its health scrutiny powers as necessary.

## **Membership**

The sub-group will be comprised of four representatives from the Adults and Health Select Committee.

Appointments and terminations will be made by the Adults and Health Select Committee Chairman.

Members are expected to abide by the council's code of conduct.

The sub-group will elect a Chairman.

## **Regularity of meetings, quorum and access to papers**

The sub-group will meet once every two months. A quorum of half the membership of the sub-group will be required.

Meetings will be held in public unless there are specific items that would be considered “exempt” as set out in the council’s constitution.

Papers will be made available at least five days prior to the meeting and these will be circulated to the Adults and Health Select Committee.

### **Out of scope**

The sub-group will principally focus on the development of Surrey Heartlands plans, the future of the Epsom estate, and the reconfiguration of stroke services across the Heartlands area.

It will review whether these remain the priority areas for Surrey Heartlands by January 2018, in consultation with the Committee and the Chairman of the Overview and Budget Scrutiny Committee.

Any substantial variation proposed by the Trust will need to be considered by the relevant health scrutiny committee(s), in line with national regulations and local processes.

### **Review**

The sub-group will review its purpose and activity after 6 months, with an extension of its activities requiring agreement of the Chairman of the Overview and Budget Scrutiny Committee.

### **Officer support**

Officer support will be provided by the Scrutiny team, Democratic Services.