

Suffolk County Council – Extract from Constitution Part 2

Health Scrutiny Committee – Rules of Procedure

Arrangements for the Health Scrutiny Committee

- 12.1 The Council will appoint a Health Scrutiny Committee to review and scrutinise, in accordance with regulations under Section 244 of the National Health Service Act 2006, matters relating to the health service in Suffolk and to make reports and recommendations on such matters in accordance with the regulations.

Composition of the Health Scrutiny Committee

- 12.2 The membership of the Health Scrutiny Committee will be:
- (a) 5 Suffolk County Councillors on a politically proportionate basis (4 Conservative Members and 1 Liberal Democrat/Independent Member), and
 - (b) 7 non executive members; one from each of the district and borough council's in Suffolk.
- 12.3 Each authority is allowed to substitute for the committee members.
- 12.4 To be quorate the committee requires three committee members to be present, two of whom should be Suffolk County Councillors.
- 12.5 In carrying out the review and scrutiny of a particular matter the Committee shall have regard to any guidance issued by the Secretary of State; invite interested parties to comment on the matter; and take account of relevant information available to it.
- 12.6 The Health Scrutiny Committee shall, periodically, make reports and recommendations to the Scrutiny Committee on matters reviewed or scrutinised by it.
- 12.7 The Health Scrutiny Committee may also make reports and recommendations to the Cabinet and local NHS or other bodies on any matter reviewed or scrutinised by it.
- 12.8 Where the Health Scrutiny Committee makes such reports and recommendations it shall include:
- (a) an explanation of the matter reviewed or scrutinised;
 - (b) a summary of the evidence considered;
 - (c) a list of the participants involved in the review or scrutiny; and
 - (d) any recommendations on the matter reviewed or scrutinised.
- 12.9 In addition, where the Health Scrutiny Committee is minded to refer a matter to the Secretary of State, the Health Scrutiny Committee shall provide evidence of what action has already been taken locally to resolve the issue.
- 12.10 The Health Scrutiny Committee may establish joint arrangements for the scrutiny of health matters, including the appointment of a joint committee, with one or more local authorities, to exercise the functions relevant to the Health Scrutiny Committee.

Meetings of the Health Scrutiny Committee

- 12.11 The Health Scrutiny Committee will meet a minimum of two times per municipal year and up to four times a year.
- 12.12 If the Health Scrutiny Committee considers it to be necessary to hold additional meetings, or to create task and finish groups, this should be done only after consultation with the Chairman and