

Terms of Reference: Cumbria Health Scrutiny Variation Sub-Committee

1. Functions

To discharge the functions of the Cumbria Health Scrutiny Committee in relation to Stage One of the Substantial Variation protocol:

- Reviewing documentation provided by the NHS Organisation on service variations and developments submitted to the Cumbria Health Scrutiny Committee.
- Determining whether the service variation or development constitutes a substantial variation or development taking into account all relevant guidance and representations by the NHS Organisation.

2. Membership

The Sub-Committee shall be made up of a representative drawn from each of the following areas, which may be a District or County Council member for that area:

- Allerdale
- Copeland
- Eden
- Carlisle
- South Lakeland
- Barrow

At least one member of the Sub-Committee shall be a County Council member and at least one member of the Sub-Committee shall be a District Council member.

3. Chair and Vice-Chair

The Chair shall be drawn from the County Council members of the Sub-Committee and shall be elected annually only by those members appointed by the County Council to the Cumbria Health Scrutiny Committee.

The Vice-Chair shall be drawn from the District Council members of the Sub-Committee and shall be elected annually only by those members appointed by the district councils.

4. Voting

Each of the representatives on the Committee shall have equal voting rights.

If there are equal numbers of votes for and against, the Chairman will have a second or casting vote. There will be no restriction on how the chairman chooses to exercise a casting vote.

5. Quorum

A quorum shall comprise 3 members of the Sub-Committee, of whom at least one was appointed to the Cumbria Health Scrutiny Committee by Cumbria County Council and one by a District Council.

6. Frequency of Meetings

The Sub-Committee shall meet in public to consider variations in a reasonable time (and in any event no more than four months) following their receipt and meetings shall be timed to ensure their recommendations can go to the quarterly Health Scrutiny meetings.