

# **BSUH Quality Improvement Joint Scrutiny Working Group**

## **Terms of Reference**

### **Purpose of the group**

The working group will:

- monitor the development and implementation of the Brighton & Sussex University Hospitals Trust (BSUH) Quality & Safety Improvement Plan;
- take into account the voice of local people (which may include consideration of feedback from local Healthwatch organisations) and seek to ensure that the needs of local people are integral to the improvements being designed and delivered by the Trust;
- seek assurance that, when successfully implemented, quality and safety improvement measures have actually resulted in improved outcomes and patient experience; and
- report back publicly to the constituent health scrutiny committees on a regular basis.

The working group will ensure that BSUH is constructively challenged and supported by:

- reducing duplication through collaborative working
- scrutinising its delivery against the improvement plan
- contributing to the Quality Account for the Trust

The existence of the working group does not restrict or prevent the participating local authorities from separately exercising their health scrutiny powers as necessary.

### **Membership**

The working will be comprised of three representatives from each of the following health scrutiny committees:

- Brighton & Hove Health Overview & Scrutiny Committee
- East Sussex Health Overview and Scrutiny Committee
- West Sussex Health and Adult Social Care Select Committee

Appointments and terminations will be made by each local authority in line with their own local procedures.

Members are expected to abide by the relevant local authority's code of conduct.

The working group will elect a Chair.

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

The working group will meet approximately once every two months. Quorum is four members, unless members explicitly agree a lower figure in advance of a meeting.

Papers will be made available at least five days prior to the meeting and these will be available to health scrutiny members from each participating local authority.

## **Out of scope**

The working group will principally focus on the improvement plan for BSUH.

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 working group will review its purpose and activity after 6 months, with an extension of its activities beyond May 2017 requiring agreement of all the health scrutiny committee chairmen.

The working group may be disbanded at any time by a simple majority vote of the members of the group.

## **Officer support**

Brighton & Hove City Council will arrange meetings and despatch meeting papers.

Support officers for the three HOSCs will work jointly to support the working group.