



## **MEMBERS' BRIEFING NOTE**

---

**Date:** 15 October 2010

**Subject:** Scoping Document and Planning for future meetings

**To:** All Members of the Bedford Borough Council, Central Bedfordshire Council and Luton Borough Council Joint Health Scrutiny Committee

**From:** Cheryl Powell, Overview & Scrutiny Officer

Bert Siong, Overview and Scrutiny Coordinator

Jacqueline Gray, Principal Scrutiny and Overview Support Officer

### **Summary**

At the informal meeting of the JHOSC, Members asked that the Terms of Reference be reviewed as they were considered to be very broad.

Attached is a copy of a scoping document that can be used to focus the Committee's work and assist with planning work going forward.

### **Options**

- 1. That the Joint Committee considers using the attached scoping document as a tool to focus its work within the agreed terms of reference.**
- 2. That the Joint Committee consider any comments or changes that it wishes to make about the attached scoping document to inform the work of the Committee going forward.**

### **Details**

Members noted that the Terms of Reference considered at the JHOSC planning session on the 3<sup>rd</sup> September 2010 were very broad and needed to be refined.

A change to the Terms of Reference would require agreement by Full Council at each of the three authorities.

Therefore we suggest that the Committee uses the attached scoping document as a framework for agreeing its focus for the review of the consultation proposals and to plan its future work.

Attached: Draft Scoping Template

*Contact: Jacqueline Gray  
Principal Scrutiny & Overview Support Officer  
01234 228486  
Ext: 42486*

*Minutes: JHOSC, 3 September 2010*

*Background Nil  
Papers:*