

## Questions from members of the public: Joint Commissioning Committee

We want the North East London Commissioning Alliance (NELCA) and its Joint Commissioning Committee to be open and transparent about the ways it does business and make sure that local people and groups have the opportunity to ask questions about its work.

At each meeting of the Joint Commissioning Committee, we have allowed 30 minutes for questions from the public. Members of the public can ask one question on any of the issues on the agenda. A follow up question maybe allowed at the Chair's discretion if time allows.

To allow full responses to be given, we ask that any questions are submitted in advance. **The deadline for submission is 2pm on Friday 7 September 2018.**

Questions should be sent to [newccg.nelenquiries@nhs.net](mailto:newccg.nelenquiries@nhs.net) or sent by post to:

NELCA Board Secretary  
4<sup>th</sup> Floor Unex Tower  
5 Station Street, London E15 1DA

A question may be rejected if it:

1. is not about a matter for which the NELCA is responsible
2. is defamatory, frivolous or offensive
3. is substantially the same as a question asked within the last six months
4. requests the disclosure of information which is confidential or exempt
5. names, or clearly identifies, a member of staff or any other individual
6. relates solely to an issue for a single CCG.

Questions can only be asked if the person or their representative is in attendance. If a reply cannot conveniently be given orally, the time allocated for questions has elapsed or the questioner is not present in the chamber, a written reply will be sent, providing contact information has been provided, within two weeks of the meeting.

The question, the name of the questioner and the reply given will be included in the JCC minutes and published on the CCGs' websites.