

**Surrey Downs, Sutton and Merton Clinical Commissioning Groups (CCGs)  
Improving Healthcare Together 2020 to 2030  
Committees in Common  
Meeting protocol**

### **Coming to meetings**

Members of the public are very welcome to attend the Committees in Common meeting held in public and listen to the discussions and observe our decision-making process. However, it is important to note that although these meetings are held in public, they are not 'public meetings'.

### **Asking questions**

Members of the public can ask questions after the formal session of the meeting has finished.

Questions relating to the agenda must be submitted by emailing [hello@improvinghealthcaretogether.org.uk](mailto:hello@improvinghealthcaretogether.org.uk) or calling 02038 800 271 by 5:00pm on Thursday, the 2<sup>nd</sup> of January 2020. We will endeavour to provide answers at the end of the meeting (in the 'Questions from the public' agenda item), or in writing afterwards, depending on the number and complexity of questions we receive.

We have set a limit of two questions per individual or organisation. However, questions and feedback can, of course, also be submitted outside of our formal meetings through our normal communication channels via [www.improvinghealthcaretogether.org.uk/contact/](http://www.improvinghealthcaretogether.org.uk/contact/).

There will also be an opportunity to ask questions relating to agenda items at the meeting during the 'Questions from the public' agenda item. This agenda slot will include questions asked in advance of the meeting and questions asked on the day, and will be managed at the Convenor's discretion within the time available.

For any enquiries about the Improving Healthcare Together Committees in Common, please get in touch at [hello@improvinghealthcaretogether.org.uk](mailto:hello@improvinghealthcaretogether.org.uk).