

DEPUTATION REQUEST FORM

NAME OF COMMITTEE FOR DEPUTATION: NCL Primary Care Committee	
NAME OF DEPUTATION LEADER: Danielle Caswell, Director of Operations, Operose Health (AT Medics)	
ADDRESS: Operose Health, Prospect House Surgery, 108 High Street, Great Missenden, HP16 0BG	
TEL: 07799217251	E-MAIL: danielle.caswell@nhs.net
Name and contact details of other proposed attendees (maximum of 6 plus deputation leader): Dr Daniel Sherlock – Regional Medical Director – Operose Health (AT Medics) Alison Demetrius – Regional Manager – Operose Health (AT Medics)	
Have you submitted a deputation request to the NCL ICB before? If so, please give details: No, not that I am aware of	
Please summarise below the key points you wish to make and what action you would like the Committee to take. The summary should not exceed 2 pages in length. <ul style="list-style-type: none">- Provide both clinical and non-clinical representation outlining the current provision of services at St Anns Road Surgery.- Inform the committee of our plans for St Anns Road Surgery, as well as our other practices in NCL including the work we are doing to better communicate our operating model and demonstrate how this translates into good health outcomes for patients.- Headline performance improvement for 2023/24 as the national dataset is yet to be published.- Long term approach to work with third party and community sector more proactively on preventative care strategies	
GUIDANCE FROM THE PCC TERMS OF REFERENCE*	

Deputations

The Committee may receive, at its absolute discretion, deputations to make the Committee aware of a particular concern(s).

Deputations need to be sent to the Committee Secretary no later than 12noon, three working days before the meeting to which it relates.

If the deputation is not received within the timeframe, the deputation will not be eligible to be heard at the meeting.

Deputations must take the form of a written request together with this deputation request form setting out the reason why the deputation should be received. If the Deputation fails to set out this information, it will be rejected.

Any deputation which is not relevant to the Committee's business will be rejected.

The Chair may accept or reject any relevant and properly completed deputations on strictly case by case basis at their absolute discretion and without setting any precedents for further discussions.

At the meeting

If a request is agreed, the interested party (ies) will be invited to the Committee meeting where the Committee will consider the Deputation. The spokesperson may speak for five minutes. The Chair will ensure that the remarks are relevant, and that the speaker refrains from personal attacks.

The Chair may decide how much time to allocate to any deputations at their absolute discretion on a case by case basis and without setting any precedents for future or further decisions on time allocated for deputations.

Please return this form to the relevant Committee Secretary by email to: nclibc.meetingsquestions@nhs.net