

GMLPC Committee Meeting – New Members (Roles & Responsibilities)

Location: Remote (Zoom)

Date: 13/04/2021

Attendees:

IK - Ifti Khan (GMLPC Vice Chair – Chaired the meeting from 6.30pm till close)

AK - Aneet Kapoor (GMLPC Chair – Chaired the meeting from 6.00pm - 6.30pm)

PM - Peter Marks

HS - Helen Smith

MA - Mubasher Ali

MP - Mohamed Patel

MA_n - Mohammed Anwar

JW - Jennie Watson

FM_c - Fin McCaul

AW - Adam Williams

MAA - Mujahid Al-Almin

GA - Gulam Arsiwalla

LK - Luvjit Kandula (Director of Pharmacy Transformation GMLPC)

JH - James Hughes (Office Manager GMLPC)

Meeting Commenced: 18:00

Welcome and Introductions

Introduction and welcome of new GMLPC committee member Gulam Arsiwalla.

Purpose of meeting

To elect officers for the next 4 years of the committee including Chair, Vice Chair, Treasure, Subgroups Chairs, Subgroup members and locality leads.

Process to allocate roles

All Committee members submitted their preferences for each role via an MS form prior to the meeting.

The GMLPC committee have agreed that the constitutional subgroups of the LPC are as follows:

- Finance & HR Subgroup
- Governance and Oversight/Scrutiny Subgroup
- Market Entry Subgroup

The GMLPC committee have agreed the LPC workstream subgroups are as follows:

- Academy Subgroup
- Business Recovery/Sustainability Subgroup
- PCN Subgroup
- Services Subgroup

GMLPC Chair Appointment

Aneet Kapoor (AK) confirms he is not standing for Chair of GMLPC this term as this will be a conflict of interest with his new role. AK has recently been appointed as an LPN chair for GMHSCP. Committee members were requested to put themselves forward for chair role prior to the meeting and at the meeting.

Ifti Khan (IK) nominated Fin McCaul (FMc), Aneet Kapoor (AK) seconded.

No objections were noted. FMc accepted the position

Fin McCaul (FMc) confirmed and appointed as GMLPC Chair.

GMLPC Vice Chair Appointment

Ifti Khan (IK) explained his promotion to new role as Superintendent of Well Pharmacy. With increased workload and responsibility, he expressed that he cannot guarantee he will be able to continue in the role as Vice Chair post July. Appointment of 2 vice chairs suggested to distribute the workload. Ifti Khan (IK) happy to support anyone who needs training.

Aneet Kapoor (AK) nominated Mubasher Ali (MA) for vice chair, Mohamed Patel (MP) seconded the motion. No objections were noted. Mubasher Ali accepts position

Fin McCaul (FMc) nominated Ifti Khan (IK), Peter Marks (PM) seconded motion. IK accepts nomination. No objections were noted. IK accepted the position

Ifti Khan (IK) and Mubasher Ali (MA) confirmed and appointed as joint GMLPC Vice chairs.

GMLPC Treasurer Appointment

Peter Marks (PM) Nominated Mohammed Anwar (MAn). Aneet Kapoor (AK) seconded. No objections.

Mohammed Anwar (MAn) accepts position. Mohammed Anwar (MAn) confirmed and appointed as GMLPC Treasurer

GMLPC Academy Subgroup Appointments

HS, JW & AK confirmed and appointed as GMLPC Academy Subgroup members.

GMLPC Academy Subgroup Chair Appointment

No volunteers for the role of chair. This will be confirmed at later date at the next GMLPC Academy Subgroup meeting.

GMLPC Finance and HR subgroup Appointments

Proposal to merge Finance and HR subgroups. No objections noted. Approved.

IK, MAn, MA, FMc confirmed and appointed as members of Finance and HR subgroup. AK to join for interim 6-month period to complete handover.

GMLPC Finance and HR subgroup Chair Appointments

MAn confirmed and appointed as chair of finance element of subgroup meetings.

MA confirmed and appointed as chair of HR element of subgroup meetings.

GMLPC Governance and Oversight/Scrutiny Subgroup Appointments

Proposal to merge Governance and Oversight/Scrutiny subgroups. No objections noted. Approved.

IK, FMc, PM, MP confirmed and appointed as GMLPC Governance and Oversight/Scrutiny Subgroup members.

PM would be excluded when oversight/scrutiny committee meet due to COI

GMLPC Governance and Oversight/Scrutiny Subgroup Chair Appointment

IK confirmed and appointed as chair of Governance and Oversight/Scrutiny Group.

GMLPC Market Entry Subgroup Appointments

PM, JW, HS, MP confirmed and appointed as members of the Market Entry subgroup.

GMLPC Market Entry Subgroup Chair Appointment

PM confirmed and appointed as Chair of Market Entry Subgroup.

GMLPC PCN Subgroup Appointments

AK, PM, JW, GA confirmed and appointed as members of the PCN subgroup.

GMLPC PCN Subgroup Chair Appointment

PM confirmed and appointed as Chair of PCN Subgroup.

GMLPC Services Subgroup Appointments

MP, MAA, GA confirmed and appointed as members of the Services subgroup. AK in his role as LPN chair to attend meetings as an “invited attendee”.

GMLPC Services Subgroup Chair Appointment

MAA confirmed and appointed as Chair of Services Subgroup.

GMLPC Locality Lead Appointments

GMLPC committee members agreed that the Chair and Vice Chairs of GMLPC would not be appointed as locality leads.

GMLPC Bury Locality Appointment

MP confirmed and appointed as lead for Bury locality.

GMLPC Manchester Locality Appointment

JW confirmed and appointed as lead for Manchester locality.

GMLPC Oldham Locality Appointment

GA confirmed and appointed as lead for Oldham locality.

GMLPC Rochdale Locality Appointment

MAn confirmed and appointed as lead for Rochdale locality.

GMLPC Salford Locality Appointment

MAA confirmed and appointed as lead for Salford locality.

GMLPC Stockport Locality Appointment

PM confirmed and appointed as lead for Stockport locality.

GMLPC Tameside & Glossop Locality Appointment

AK confirmed and appointed as lead Tameside & Glossop locality.

GMLPC Trafford Locality Appointment

HS confirmed and appointed as lead for Trafford locality.

GMLPC Wigan Locality Appointment

AW confirmed and appointed as lead for Wigan locality.

Business Sustainability/Recovery Subgroup Appointments

IK, MAn, PM, MAA, MA, FMc confirmed and appointed as members of Business Sustainability/Recovery Subgroup.

Business Sustainability/Recovery Subgroup Chair Appointment

FMc confirmed and appointed as Chair of Business Sustainability/Recovery Subgroup.

Meeting Ended 19:15