

RULES OF COMMUNITY PHARMACY ENGLAND

Contents:

1. REGIONAL REPRESENTATIVES
2. MULTIPLE PHARMACY OWNER REPRESENTATIVES
3. CONFERENCE OF REPRESENTATIVES OF LOCAL PHARMACEUTICAL COMMITTEES

1. REGIONAL REPRESENTATIVES

1. Election of Regional Representatives

The election for the Regional Representatives shall be by Ballot from the Independent pharmacy owners in England to be taken as soon as may be practicable after the first day of January and in any case not later than the last day of March in each year when an election is held.

2. Returning Officer

The function of Returning Officer shall be undertaken by one or more members of staff of Community Pharmacy England, under the direction of the Chief Executive Officer (CEO).

3. Regions of Community Pharmacy England

1. Community Pharmacy England has 10 regions.
2. Community Pharmacy England shall determine the LPCs that form each region, subject to paragraph 1.3.5.
3. The regions and their respective LPCs will be published by Community Pharmacy England.
4. One representative may be elected in each of the Community Pharmacy England regions.
5. The Community Pharmacy England determination in 1.3.2, the election processes and their preparation remain valid, and elected Community Pharmacy England regional representatives remain

elected, despite any changes to LPCs as part of implementing the Pharmacy Representation Review (RSG) recommendations approved by pharmacy owners in England in 2022 (including any changes involving mergers or to LPC boundaries), unless decided otherwise by Community Pharmacy England.

4. Candidates for election as regional representative

1. Candidates for election as a regional representative must, at the time of nomination, be pharmacists and members or officers of an LPC in that region.

2. A person shall be eligible for election as a regional representative only if they are an Independent Pharmacy Owner (either individually or in partnership), or a director and a substantial shareholder (either personally, or through shares owned by members of their immediate family, i.e. parents, spouse or children) in a body corporate which is an Independent Pharmacy Owner.

3. A person shall not be eligible for election as regional representative if they have substantial ownership (either personally, in partnership or through shares owned by members of his immediate family, i.e. parents, spouse or children) in more than nine pharmacies in England.

4. No person who is a member or officer of a Local Pharmaceutical Committee shall be eligible for nomination as a regional representative where the levy due from that Local Pharmaceutical Committee pursuant to Paragraph 19.3 of the Constitution is outstanding, and has been outstanding for six months or more.

5. Nominations

1. The Returning Officer shall contact in writing or by email each member or officer of an LPC of whose appointment he has been informed in the Region or Regions in which an election is to be held to invite them to declare whether any of them would be willing and eligible to accept nomination as representative for that Region.

2. On receipt of declarations the Returning Officer shall give email or written notice of the election to the members and officers of the Local Pharmaceutical Committees in the Region including details of

the members or officers in the Region who have expressed willingness to accept nomination and shall invite written nominations.

3. Candidates for election shall be nominated in writing, and the nomination shall state their full name; address of one pharmacy premises in the region at which they are the Independent Pharmacy Owner (either individually or in partnership) or a director and substantial shareholder (either personally, or through shares owned by members of their immediate family, i.e. parents, spouse or children), of a body corporate carrying on the business of an Independent Pharmacy Owner at those premises; their correspondence address; and telephone number. In the case of a body corporate, the candidate shall submit confirmation that they are a director and a substantial shareholder by means of the last annual return made to Companies House, and where changes have occurred since the last Companies House submission, a statement from the Company Secretary stating that the person is a director, and the details of their shareholding (either personally, or through shares owned by members of their immediate family, i.e. parents, spouse or children), and the date on which the change took place. The candidate should state whether they additionally hold an interest in a Multiple Pharmacy business, and if so, identify the name of that Multiple Pharmacy business.