

Monday 7th October 2024

Dear Pharmacy Owner,

Invitation to join the Community Pharmacy England Committee

I'm writing to offer you the opportunity to express interest in one of two observer places on the Community Pharmacy England Committee.

We are the organisation that represents the general body of pharmacy contractors (the owners of over 10,000+ community pharmacies in England) at a national level, as recognised by the Secretary of State for Health and Social Care. We also work collaboratively with Local Pharmaceutical Committees (LPCs) to support their role as the local NHS representative organisations.

Our committee is responsible for providing effective leadership to and oversight of Community Pharmacy England's activity to generate value for the sector and promote the long-term success of community pharmacy in England.

Changes in sector ownership and permanent changes to our Committee

Elections were last held to populate the committee in 2023, when we sought formal nominations from you for three (non-CCA) multiple places and held a ballot.

Since then, there has been a significant change in sector ownership, following the exit of Lloydspharmacy from the market and other changes. Ownership data confirms that the sector is still split 50:50 between independents and multiples, but the multiple half has rebalanced from CCA multiples to multiples with more than 10 pharmacies.

To address this we are moving forward as quickly as possible to make permanent changes to the structure of the committee. This requires constitutional change and consultation with LPCs and the trade bodies. The observer appointments are temporary until this process concludes.

Two observer places for pharmacy owners with 10+ pharmacies

To ensure that you are well represented in the meantime, we're looking to appoint two observers, both will be for community pharmacy owners with 10 or more pharmacy premises in England (the non-CCA multiple category). It is expected the appointment will be for a minimum of a year, depending on how long permanent changes to the committee structure take to agree.

We're really keen to have the input of your skills and knowledge to our deliberations. Appointees will have the opportunity to contribute fully to committee and subcommittee discussions in an active way, informing decision making and have full access to committee information. You will be expected to represent the interests of the whole sector and operate according to our values.

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🌐 cpe.org.uk



We have approximately six main two-day meetings a year. Occasionally there are extra meetings and members may be nominated to attend additional subcommittees, working groups or panels – and may be asked to be available for external meetings. This is a significant time commitment that candidates should consider.

The role is unremunerated, but reasonable expenses will be paid to cover accommodation, travel and a daily allowance.

Who can apply

We welcome expressions of interest based on the following criteria:

1. A pharmacist; and

Either

2a. A Multiple pharmacy owner, other than a member company of the Company Chemists' Association, that operates retail pharmacy businesses from more than 9 premises in England from which NHS pharmaceutical services are provided (a 10+ Multiple);

Or

2b. Employed by a 10+ Multiple and nominated by the owner or a director of the 10+ Multiple;

3. Can demonstrate meeting the [role, responsibilities and person specification](#) of being a committee member; and

4. Agree to adhere to our [Code of Conduct](#), [Governance Framework](#) and confidentiality protocols that apply to all Committee members and which are set by Government for negotiations and other sensitive policy discussions.

Expressing interest

Please [submit your application](#) by answering some short biographical questions, together with a supporting statement, up to 500 words, demonstrating how you meet all the criteria of the role, as stated in the "Role and Responsibilities of Committee Members" section of the role description.

Closing date: Friday 25th October 2024

Interview dates: Week beginning Monday 4th November 2024

A recommendation for appointment will be submitted to the Committee for approval.

Appointment from: Monday 18th November 2024



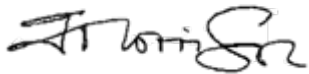
Further information

Guide to our committee, subcommittee and working groups, see: <https://cpe.org.uk/wp-content/uploads/2024/04/Guide-to-Community-Pharmacy-England-Subcommittees-April-2024.pdf>

For an informal discussion about the role or for any questions, please contact James Wood, Director of LPC and Member Support, by email: james.wood@cpe.org.uk or telephone: 07796 957988.

This process is important to the work of your national negotiator, as our success depends on vibrant, engaged, committed leaders from all the main parts of the sector and I encourage you to use this opportunity.

Yours sincerely,



Janet Morrison OBE
Chief Executive