

# Briefing 008/26: Guide to the Community Pharmacy England Regional Representative Election for Independent Pharmacy Owners in the East and North Midlands region

The mid-term election for an 'Independent regional representative' for Community Pharmacy England's East and North Midlands region begins on 7 May 2026. This follows Lindsey Fairbrother's resignation from the Committee.

Eligible pharmacists who are Independent pharmacy owners (those with up to 9 NHS pharmacies in England who are not members of IPA) and who are also members or officers of an LPC in the East and North Midlands CPE region may stand for election as the new CPE regional representative.

The term of office for regional representatives, as for all members of CPE, is normally four years. Where a mid-term vacancy arises, the term is until the end of the current 4-year committee term, in this case until 31 March 2027.

This briefing sets out the election process and the actions required from those seeking to stand for election.

For pharmacy owners in the CPE regions, who will vote if there is a ballot, the list of pharmacies and pharmacy owners in the East and North Midlands CPE region is taken from the [NHSBSA e-dispensary data](#) for March 2026. There is also a process for owners to confirm their NHS pharmacy premises in the region and other relevant information for electronic voting purposes.

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## Role of the CPE Regional Representative

CPE's Committee includes 10 Independent pharmacy owners elected by CPE regions in England.



The regional representatives, together with the other members of CPE, represent the interests of all NHS pharmacy owners in England and ensure that CPE undertakes the functions set out in its [Constitution](#). In addition, they provide an important conduit between the Independent pharmacy owners (and the LPCs) in their region and CPE. The representative will be a member or officer of at least one LPC in the region where they are nominated and, therefore, have experience of local NHS issues.

Regional representatives may be asked by pharmacy owners in their CPE region about matters relevant to CPE's role and reports of CPE meetings (which, subject to confidentiality, they may answer or refer to a member of CPE staff). LPC members may also ask for relevant issues raised at LPC meetings to be taken to CPE meetings for discussion. Regional representatives may also be invited to attend LPC meetings across their region. This is a time commitment that candidates should consider.

CPE has approximately five main two-day meetings a year. Occasionally, there are extra meetings and members may be nominated to attend additional sub-committees, working groups or panels, and may be asked to represent CPE at external meetings. Again, this is a time commitment that candidates should consider.

CPE regional representatives need to be confident that they can arrange for appropriate cover for the running of their pharmacy while they attend CPE meetings.

As an Independent pharmacy owner (personally, as a partnership, or as a director and substantial shareholder of a body corporate that is an Independent pharmacy owner), the decisions made at CPE could have a significant effect on a regional representative's own business. For example, agreeing on the terms of the contractual framework or funding for pharmacy will have a direct impact on the business. So, pharmacy owners who elect a regional representative must be assured that the proposed representative will do their best for the whole network of pharmacies.



CPE has a rigorous governance policy which ensures that members of CPE adhere to the highest standards, comparable to the Nolan Principles<sup>1</sup>. The governance policy includes a Code of Conduct and guidance on confidentiality, which CPE members must adhere to (and includes a Code of Conduct). The successful candidate must also declare relevant interests.

The process for elections is set out in the CPE Constitution and Rules (available from the [About us page](#) of our website).

## Further information

[Role and Responsibilities of Committee Members](#)

[Guide to Community Pharmacy England Subcommittees and Working Groups](#)

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## Eligibility

The candidate must be a/an:

**Pharmacist** – registered as a pharmacist with the General Pharmaceutical Council (GPhC).

**Member or Officer of a relevant LPC in that Community Pharmacy England region**

**Independent pharmacy owner**– personally (either individually or in partnership), or as a director and a substantial shareholder (either personally, or through shares owned by members of his immediate family, i.e. parents, spouse or children) in a body corporate which is an Independent pharmacy owner (Please ask for clarification if required) **AND one of the Independent pharmacy owner's premises must be in the region.**

**(Note: An Independent pharmacy owner means an owner that is not a member of the IPA.)**

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<sup>1</sup> <https://www.gov.uk/government/publications/the-7-principles-of-public-life>



In addition, the **candidate must not have a substantial ownership** (either personally, in partnership or through shares owned by members of his immediate family, i.e. parents, spouse or children) **in a pharmacy business with more than 9 pharmacies in England.**

See Rule 1.4 of the [CPE Rules](#) and 1.2 of the [CPE Constitution](#).

## CPE East and North Midlands Region

The following LPCs are included in the East and North Midlands region:

CPE Region	LPCs
East and North Midlands	<a href="#">Derbyshire LPC</a> <a href="#">Leicestershire &amp; Rutland LPC</a> <a href="#">Lincolnshire LPC</a> <a href="#">Nottinghamshire LPC</a> <a href="#">Shropshire LPC</a> <a href="#">Staffordshire and Stoke-on-Trent LPC</a>

## Provisional timetable for the East and North Midlands regional election

### ***21st April 2026: confirm members and officer details***

LPC Chief Officers were sent a list of members and officers identified by Community Pharmacy England, so that these could be verified. However, it is the responsibility of potential candidates to ensure that their Chief Officer has provided their correct email contact details to CPE.

### ***7th May 2026: expressions of interest***

On 7th May, an email inviting expressions of interest will be sent to all identified officers and members of LPCs in the East and North Midlands region by Civica, the company asked to conduct



the ballot on behalf of CPE. Responses – expressions of interest made to CPE using the online portal – are required by **14th May**.

As an alternative to the online portal, expressions of interest can be submitted by email to the Returning Officers by **14th May**.

Expressions of interest are not binding – a person who has completed an expression of interest is under no obligation to complete a nomination (and candidates completing (formal) nominations are not required to have submitted an expression of interest).

Persons who have expressed an interest in nomination will be identified to all LPCs in the East and North Midlands region.

### ***18th May 2026: (formal) nominations***

A notice will be issued by email to members or officers of LPCs in the region seeking formal nominations and will include details of those members or officers in the Region who have submitted an expression of interest in nomination.

Persons seeking nomination must submit a valid nomination form via the online portal no later than midday on the 15th day after the invitation to nominate is issued (they must submit by **midday on 2nd June 2026**). Any candidates expecting to be away during this time can complete and submit a nomination earlier. If a candidate cannot use the online portal, the nomination may be emailed to the Returning Officers. Any candidate wishing to use this method should contact the Returning Officers as soon as possible to facilitate this.

The nomination form (on the online portal or hard copy) must be signed by six supporting electors (Independent pharmacy owners) in the region and include the information specified in the nomination form.

On receipt, the nominations will be checked for eligibility (including checks of the eligibility of the six supporting Independent pharmacy owners).



If there is more than one valid nomination received, a ballot will be held. Otherwise, a single valid nomination in a region will be held to have been elected and notice given as soon as practicable thereafter.

***5th June 2026: invitation for nominated candidates to submit a policy statement***

If a ballot is to be held, candidates who have submitted a nomination will be invited to submit a policy statement of up to 500 words to be circulated with the ballot information. Submissions of policy statements can be made via the online portal. The policy statement must avoid any direct reference to other candidates and be returned by **19th June 2026**. Another invitation/reminder will be sent to candidates for any outstanding policy statements to be returned by **19th June 2026**.

As an alternative to the online portal, policy statement submissions can be submitted by email to the Returning Officers by **19th June**.

***24th June 2026: ballot information sent out***

The ballot forms accompanied by each candidate's policy statement will be issued by email and via the post to all Independent pharmacy owners in the East and North Midlands region. An email reminder to vote, if required, will be sent by email. Each Independent pharmacy owner is entitled to one vote for each of its NHS pharmacy premises in the region.

The vote will be electronic. More details about the electronic voting will be provided during the ballot process.

***At midday on 13th July 2026: vote closes***

Voting in the ballot will close at this time; votes received after this time will not be counted.

***On or around 14th July 2026: declaration***

The successful candidate will be declared as soon as practicable.



## Next steps

Potential candidates should consider the different steps involved, particularly the nomination, which must include six supporting electors. The timing above is provisional, and deadlines are subject to change to the extent permitted within the Rules.

As the election process depends on the Returning Officers' ability to communicate with members and officers of LPCs, the contact details held by CPE must be accurate. Therefore, LPC members must ensure that Chief Officers of LPCs have the correct contact details. Chief Officers should inform CPE of any changes to contact details by using the form at <https://cpe.org.uk/lpcs-and-local/lpc-area/running-an-lpc/officers-members-and-staff/lpc-member-changes/> (note, LPC Members Area login required) and, during the election process, inform the Returning Officers.

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**If you have queries on this CPE Briefing or require more information, please email the Returning Officers: Gordon Hockey, CPE Director, Legal ([gordon.hockey@cpe.org.uk](mailto:gordon.hockey@cpe.org.uk)) or Katrina Worthington, CPE Regulations Officer ([katrina.worthington@cpe.org.uk](mailto:katrina.worthington@cpe.org.uk)) or call 0203 1220 814.**