November 2026

Briefing: 025/26: Guide to the Community Pharmacy England Regional Representative Elections for Independent Pharmacy Owners

Community Pharmacy England is preparing for regional representative elections as the terms of office for all CPE members expire on 31st March 2027. This election process starts in January 2027.

CPE's membership will consist of its Chair (who may or may not be a registered pharmacist) together with 26 registered pharmacists from England, 10 of whom are Regional Representatives elected as such in accordance with CPE rules and 1 Independent pharmacy owner who is selected from the unsuccessful candidates in the elections. The term of office for all members of CPE is four years

Eligible pharmacists who are Independent pharmacy owners (those with up to 9 NHS pharmacies in England who are not members of the IPA) and who are also members or officers of an LPC in one of the 10 relevant CPE regions may stand for election as the new CPE regional representatives. Full eligibility criteria is set out in the eligibility section below.

The term of office for regional representatives, as for all members of CPE, is normally four years.

This briefing sets out the election process in more detail 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 each CPE region is taken from the NHSBSA data for 31st October 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. This will be communicated to pharmacies in the pre-vote notice.

Role of CPE Regional Representatives

CPE's Committee includes 10 Independent pharmacy owners elected by CPE regions in England and 1 Independent pharmacy owner who is selected from the unsuccessful candidates in the elections.

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. This means they should already be engaged with LPC representation during some, or all, of the current 2023-2027 term, or seeking to fill any vacancies that may exist now. In simple terms, if candidates aspire to serve on Community Pharmacy England as an independent regional representative from April 2027, the journey generally starts with LPC service now. Those elected to an LPC for the first time in 2027 may instead be looking towards a potential pathway to Community Pharmacy England in 2031.

These arrangements ensure that those elected (and one appointed) to represent independent pharmacy owners nationally have prior experience of local pharmacy owner representation and understand the challenges, opportunities and priorities facing pharmacy owners within their area. Strong national representation starts with strong local representation. LPC membership provides the foundation for those who may wish to serve on Community Pharmacy England. This relationship also provides a strong accountability loop – so that those elected by local pharmacy owners feed in views to CPE and feedback on CPE discussions and decisions

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 pharmacies 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. 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

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 (up to 9 pharmacies) (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.)

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 Regions

The following table details the LPCs included in the CPE regions:

CPE Region	LPCs
East and North Midlands	Derbyshire Leicestershire and Rutland Lincolnshire Nottinghamshire Shropshire Staffordshire and Stoke-on-Trent
East of England	Bedfordshire, Luton, Milton Keynes and Northamptonshire^ Cambridge and Peterborough Essex Hertfordshire Norfolk and Suffolk *^An LPC boundary change will mean that pharmacy owners in Northamptonshire will be aligned to Leicestershire and Rutland LPC, in the East and North Midlands for this election.*

London North	Camden and Islington Kensington, Chelsea and Westminster Barnet, Enfield and Haringey (Middlesex Group) Brent and Harrow (Middlesex Group) Ealing, Hammersmith and Hounslow (Middlesex Group) Hillingdon (Middlesex Group) North East London
London South	South East London South West London
North East	Durham and Sunderland Gateshead and South Tyneside North Cumbria and North of Tyne Tees Valley
North West	Cheshire and Wirral Greater Manchester Halton, St Helens and Knowsley* Lancashire and South Cumbria Liverpool* Sefton* **will merge from April 2027 to form Merseyside LPC*
South East	Hampshire and Isle of Wight Kent Surrey Sussex Thames Valley
South West	Avon and Wiltshire Cornwall Devon Dorset Gloucestershire Somerset
West Midlands	Arden Birmingham and Solihull Black Country Herefordshire and Worcestershire
Yorkshire and Humber	Humber North Yorkshire South Yorkshire West Yorkshire

Provisional timetable

1st December 2026: confirm members and officer details and pharmacy data

LPC Chief Officers will be sent a list of members and officers identified by Community Pharmacy England, so that these can 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.

CPE is also seeking to check the database, which is taken from the NHSBSA data for 31st October 2026, of all pharmacy owners for the purposes of the elections.

14th January 2027: expressions of interest

On 14th January 2027, an email inviting expressions of interest will be sent to all identified officers and members of LPCs in each region by Civica, the company asked to conduct the parts of the election and the ballot on behalf of CPE. Responses – expressions of interest made to CPE using the online portal – are required by **21st January.**

As an alternative to the online portal, expressions of interest can be submitted by email to the Returning Officers by **21st January.**

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.

25th January 2027: (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 9th February**). 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, and candidates 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.

The nomination shall state their full name; the 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.

Candidates for election must also include in their nominations the number of premises on a pharmaceutical list in England they operate, and their/the Independent pharmacy owner's membership or associate membership, or the equivalent or similar, of any pharmacy association or pharmacy-related organisation, for publication as part of the election.

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.

10th February 2027: 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 **24th February 2027.**

Another invitation/reminder will be sent to candidates for any outstanding policy statements to be returned by **24th February 2027**.

As an alternative to the online portal, policy statements can be submitted by email to the Returning Officers by **24th February**.

26th February 2027: 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 each 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 16th March 2026: vote closes

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

On or around 19th March 2027: 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 may be 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, also inform the Returning Officers.

If you have queries on this CPE Briefing or require more information, please email the Returning Officers: Katrina Embrey, CPE Regulations Officer or Gordon Hockey, CPE Director, Legal (elections@cpe.org.uk or 0203 1220 814).