



Assembly Meeting

To be held at 9.00 am to 16.00 pm on Wednesday 20th March 2019 at RPS, 66-68 East Smithfield, London, E1W 1AW.

Agenda - Open Business

1. Welcome to Assembly members & apologies for absence **9.00**

ITEMS FOR NOTING

Members are advised that no discussion will be held on these items at the meeting unless a member notifies the President 48 hours in advance of the meeting of any point they wish to raise

2. **Code of Conduct & Remit of Assembly** **9.00 – 9.05**
Governance Manager
3. **Declarations of interest** **9.05 – 9.10**
Governance Manager
4. **Minutes of the Open Business the Assembly meeting** **9.10 – 9.15**
14th November
To note and approve the minutes of the meetings – any points of material correction or amendment should be notified to the President at least 48 hours in advance of the meeting
Governance Manager
5. **Matters arising from the Open Business minutes not specifically included in the agenda** **9.15 – 9.30**
 - a) Item 05(a) - 2019 AGM
To receive an update on date/format etc
Director of Finance & Corporate Services
 - b) Item 12 – GB-wide Policy
To note the current process for policy creation
Director of Pharmacy & Member Experience
6. **Updates from the National Boards** **9.30 – 9.45**
National Board Chairs
7. **President's Report** **9.45 – 9.50**
President
8. **Treasurer's Report** **9.50 – 9.55**
Treasurer
9. **Education & Professional Development** **9.55 – 10.10**
 - i) To note the latest update on work in progress and aim/function of the Board in future
Director of Education

10. Science & Research 10.10 – 10.25

- i) To note the latest update on work in progress and aim/function of the Board in future
Chief Scientist

COFFEE 10.25 – 10.40

11. Governance Review 10.40 – 10.50

- To receive an update on the meeting held on 25th February
Lay Member

12. 2019 Events 10.50 – 10.55

- To note an update on events planned for the coming year, including Annual Conference and Women In Pharmacy
Director of Pharmacy & Member Experience

13. Any other business 10.55 – 11.00

- Any other items of business to be notified to the President 48 hours before the meeting***

- a) RPS policies covering bullying
Chief Executive/Head of People

14. Date of next meeting 11.00

- To note the date of the Induction Day 16th July and Assembly Meeting 17th July