



**ROYAL
PHARMACEUTICAL
SOCIETY**

Assembly Meeting

To be held at 9.00 am to 17.00 pm on Wednesday 18th November 2020

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**
15th July
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 – 9.20**
 - b) 180 Years of Pharmacy
Update on plans for marking 180 year anniversary
Chief Executive
6. **National Pharmacy Board elections 9.20 – 9.35**
Governance Manager
 - a) To discuss and agree arrangements for the 2021 Election
 - b) To agree the 2021 effective dates for Board Members
 - c) To adopt the election scheme for 2021
7. **Updates from the National Boards 9.35 – 9.40**
To note the latest update reports
National Board Chairs
8. **President's Report 9.40 – 9.45**
To note the latest report
President

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9. Treasurer's Report 9.45 – 9.50

To note the latest report

Treasurer

10. Education & Professional Development 9.50 – 9.55

To note the 2020 report from the Education & Standards Committee and the minutes of meeting held on 1st October

Director of Education & Professional Development

11. Science & Research 9.55 – 10.00

To note the 2020 report from the Science & Research Committee and the minutes of meeting held on 1st October

Chief Scientist

12. Inclusion & Diversity 10.00 – 10.10

To note work done to date and update on future plans and to approve recommendation on collection of EDI data

Director of Pharmacy & Member Experience

13. Early Careers Programme 10.10 – 10.20

To note work done to date and receive an update on future plans

Director of Pharmacy & Member Experience/Director of Education & Professional Development

14. RPS Strategy 10.20 – 10.25

To receive a verbal update on future timeframe for agreement, sign-off and implementation

Chief Executive

15. Annual Health and Safety Report 10.25 – 10.30

To note the annual report

Director of Operations

16. 2021 AGM 10.30 – 10.35

To receive a verbal update on arrangements for the 2021 AGM

Director of Operations/Director of Pharmacy & Member Experience

17. Any other business 10.35 – 10.45

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

18. Date of next meeting 10.45

To note the date of the Assembly Working Day 16th March and Assembly Meeting 17th March 2020

BREAK 10.45 – 10.55

