

# RPS Governance



## MAIN GOVERNANCE BODIES

**CHAIRS' & OFFICERS' GROUP (COG)**

President, Treasurer, Chairs of the three National Boards.

Meets between Assembly meetings if urgent decisions are needed on major items.

**REMUNERATION COMMITTEE**

President, Treasurer, Chairs of the three National Boards, Assembly Lay Member.

Reviews & ratifies the Society's People initiatives, organisational pay & benefits, and reviews annual pay award increase proposals.

**APPOINTMENTS COMMITTEE**

President, Treasurer, Chairs of the three National Boards, Assembly Lay Member, Chief Executive.

Considers appointments made to membership of internal governance bodies and other committees and to external bodies as/when necessary.

### ASSEMBLY

The Assembly ensures RPS is led and governed effectively, having overall financial and budgetary management responsibility. It sets the strategic direction for the Society overall and on all GB wide & international issues.

Chaired by the President, Assembly Members lead the organisation, taking decisions on setting and prioritising strategic aims and provide a link to the National Boards and Board Members.

It has no formal role in day-to-day operational matters, which are managed by the Executive team.

### NATIONAL PHARMACY BOARDS ENGLAND / SCOTLAND / WALES

The three National Boards are the backbone of RPS. They determine, interpret & develop pharmacy policy for their respective country teams, lead the agenda for the profession at a national level, focus on the issues that matter to members and oversee the delivery of member services locally.

They have no formal role in day-to-day operational matters, which are managed by the Executive team.

National Board Chairs represent their country with government, other bodies and the wider profession on relevant country matters.

Board members are directly elected by the Society's Members and Fellows, provide advocacy and support and promote the science and practice of pharmacy across their respective country by providing professional advice to government and its agencies, NHS bodies and other health and social care organisations.

**OPERATIONAL**

#### CHIEF EXECUTIVE

The Chief Executive is appointed by and accountable to Assembly. Working with the Executive Team, they are responsible for ensuring delivery against budget and strategic objectives and ensuring the long-term viability of the RPS.

#### EXECUTIVE TEAM

Lead by the Chief Executive, the Team oversees and makes decisions around the operational management, day to day business and workstreams of the organisation.

#### FINANCE & INVESTMENT COMMITTEE

Treasurer (Chair), 3 Assembly Members, PhP Board Chair, 2 external finance experts.

Maintains an overview of financial performance and short & long-term investments, advises Assembly on annual budget proposals, Investment Strategy and Operating Reserves Policy.

#### PHARMACEUTICAL PRESS BOARD

Independent external expert Chair, President, 1 Assembly Member, MD of PhP, CEO, Chief Operating Officer, 4 external 'publishing' members.

Makes recommendations to Assembly on key matters for decision that the Society's publishing business requires, recommending PhP annual business plan and PhP budget to Assembly, holds MD of PhP to account for ensuring delivery of PhP business plan objectives and provides expert opinion to the CEO and Assembly.

#### AUDIT & RISK COMMITTEE

Independent external expert Chair, Assembly Lay Member, 3 Assembly Members, 1 external audit/risk management expert.

Provides oversight of risk management & mitigating controls, and internal & external audit processes.

## SECONDARY GOVERNANCE BODIES

PANEL OF FELLOWS

EDUCATION & STANDARDS COMMITTEE

SCIENCE & RESEARCH COMMITTEE

MEMBERSHIP COMMITTEE

## ADVICE ONLY - NO GOVERNANCE ROLE

EXPERT ADVISORY GROUPS

NATIONAL BOARD CHAIRS' FORUM