**Structure of the Board and electoral process**

1. As of April 2023, the structure of the NPA Board will be as follows:

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| **Board Area number** | **Name of Board Area** | **Members eligible to nominate and elect for this Board Area** |
| 1 | Scotland | All members operating a community pharmacy in Scotland |
| 2 | Wales | All members operating a community pharmacy in Wales |
| 3 | Northern Ireland | All members operating a community pharmacy in Northern Ireland |
| 4 | Large members England - North | Any member, with more than 5 pharmacies in England and with the majority of their pharmacies located in the Northern Area |
| 5 | Large members England - Central | Any member, with more than 5 pharmacies in England and with the majority of their pharmacies located in the Central Area |
| 6 | Large members England - South | Any member, with more than 5 pharmacies in England and with the majority of their pharmacies located in the Southern Area |
| 7 | Smaller members England – London/South East | Any member, with 5 or fewer pharmacies in England, with the majority of their pharmacies falling in the London/South East Region |
| 8 | Smaller members England – London/South East | Any member, with 5 or fewer pharmacies in England, with the majority of their pharmacies falling in the London/South East Region |
| 9 | Smaller members England - South | Any member, with 5 or fewer pharmacies in England, with the majority of their pharmacies falling in the South Region |
| 10 | Smaller members England - East | Any member, with 5 or fewer pharmacies in England, with the majority of their pharmacies falling in the East Region |
| 11 | Smaller members England - West | Any member, with 5 or fewer pharmacies in England, with the majority of their pharmacies falling in the West Region |
| 12 | Smaller members England - North | Any member, with 5 or fewer pharmacies in England, with the majority of their pharmacies falling in the North Region |

1b. An additional place for members with 5 or fewer pharmacies in England will be created on   
 1st April 2025. Eligible members from any part of England may apply for this position.

1. A map confirming the boundaries of the regions will be attached to the Rules.
2. The Board structure that is in place when this Rule comes into effect will remain the Board structure until April 2023.
3. Members will have one vote for every pharmacy they have in a given Board Area.
4. At the 2023 elections, all areas will be contested. Six areas are designated two-year appointments (Areas 1 to 6) and six areas are designated four-year appointments (Areas 7 to 12). In the areas where terms end in 2025, elections will be held in 2025 and every four years from then on. This will mean that half the seats on the Board will be elected every two years.
5. The Membership List shall be taken on 1st September ahead of each biennial Election for the purpose of reviewing the regions. If the Board believes that any boundary changes are required to maintain an equitable balance between different parts of the membership, the proposed changes should be made through a new Rule by 1st November.
6. The Membership List shall be taken on 1st January ahead of the biennial Board elections and this shall be the list of eligible voters for the elections.
7. A candidate’s nomination form must be signed by six eligible voters from within the constituency (other than in Areas 4, 5 and 6 where three nominations will be required). An eligible voter is someone in membership.
8. A candidate is only eligible to stand in the Board area where the largest number of their pharmacies are located.
9. If a Board member is no longer able to meet the qualifying criteria in the Area that they represent, they may complete their current term of office.
10. At the point of submitting a nomination form, a candidate for Board is required to undertake to sign the Board Code of Conduct it they are appointed.
11. Elections will be held within the Board in April every two years to appoint officers, nominees and Committee members.
12. The maximum duration of a term of Chair of the Board is 2 years. No individual shall be entitled to serve more than one term as Chair other than in exceptional circumstances.
13. In Areas 7 and 8 where two candidates are elected, voters will be allowed to vote for up to two candidates.

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