

A meeting of the Council of the General Dental Council

9:00am on Thursday 5 December 2019 at the General Dental Council,
1 Colmore Square, Birmingham, B4 6AJ

Members:

William Moyes (Chair)

Anne Heal

Caroline Logan

Catherine Brady

Crispin Passmore

Geraldine Campbell

Jeyanthi John

Kirstie Moons

Margaret Kellett

Sheila Kumar

Simon Morrow

Terry Babbs

The meeting will be held in public¹. Items of business may be held in private where items are of a confidential nature².

If you require further information or if you are unable to attend, please contact Katie Spears (Interim Head of Governance) as soon as possible:

Katie Spears, Interim Head of Governance and Board Secretary, General Dental Council

Tel: 0207 167 6151 Email: kspears@gdc-uk.org

¹ Section 5.1 of the General Dental Council Standing Orders for the Conduct of Business 2017

² Section 5.2 of the General Dental Council Standing Orders for the Conduct of Business 2017

Public Council Meeting

Questions from members of the public relating to matters on this agenda should be submitted using the form on the Council meeting page of the GDC website. When received at least three working days prior to the date of the meeting, they will usually be answered orally at the meeting. When received within three days of the date of the meeting, or in exceptional circumstances, answers will be provided in writing within seven to 15 working days. In any event, the question and answer will be appended to the relevant meeting minute and published on the GDC website.

Confidential items are outlined in a separate confidential agenda; confidential items will be considered in a closed private session.

PART ONE – PRELIMINARY ITEMS

1.	Welcome and Apologies for Absence	William Moyes, Chair of the Council	09:00– 09:10am (10 mins)	Oral
2.	Declarations of Interest	William Moyes, Chair of the Council		-
3.	Questions Submitted by Members of the Public	William Moyes, Chair of the Council		-
4.	Approval of Minutes of Previous Meetings <ul style="list-style-type: none"> • the minutes of the meeting held on 3 October 2019 	William Moyes, Chair of the Council		Paper
5.	Matters Arising and Rolling Actions List <ul style="list-style-type: none"> • To note any matters arising from the public meeting held on 3 October 2019 and review the rolling action list 	William Moyes, Chair of the Council		Paper
6.	Decisions Log To note decisions taken between meetings and under delegation (if any)	William Moyes, Chair of the Council		Oral

PART TWO – ITEMS FOR DECISION AND DISCUSSION

No	Item & Presenter	Theme	Time	Status
7.	Adjudications Programme Tom Scott, Executive Director, Fitness to Practise John Cullinane, Head of Adjudications <i>For discussion and decision in principle</i>	Patients, Professionals, Partners, Performance	09:10 – 09:40am (30 mins)	Paper
8.	ARF Fees: Payment by Instalments Gurvinder Soomal, Executive Director, Registration and Corporate Resources Stefan Czerniawski, Executive Director, Strategy Rebecca Cooper, Head of GDC Policy and Research Programme <i>For discussion and decision in principle.</i>	Patients, Professionals, Partners, Performance	09:40 – 10:10am (30 mins)	Paper

No	Item & Presenter	Theme	Time	Status
9.	<p>Regulations: Registration Application Fees</p> <p>Tim Wright, Head of Projects, Programmes and Portfolio Delivery</p> <p>Melissa Sharp, Head of In-House Legal Advisory Service</p> <p><i>To discuss and approve scrutiny fee levels and make new fees regulations.</i></p>	Patients, Professionals, Partners, Performance	10:10 - 10:20am (10 mins)	Paper
10.	<p>Council Member Accommodation</p> <p>Samantha Bache, Head of Finance & Procurement</p> <p><i>For decision.</i></p>	Patients, Professionals, Partners, Performance	10:20 – 10:35am (15 mins)	Paper
11.	<p>Moving Upstream 2020</p> <p>Stefan Czerniawski, Executive Director, Strategy</p> <p>Colin MacKenzie, Interim Head of Communications & Engagement</p> <p><i>For approval to publish.</i></p>	Patients, Professionals, Partners, Performance	10:35 – 10:55am (20 mins)	Paper
12.	<p>Organisational Performance – Q3</p> <p>Part A: Finance Review and Forecast Part B: Balanced Scorecard</p> <p>Gurvinder Soomal, Executive Director, Registration and Corporate Resources</p> <p>Samantha Bache, Head of Finance and Procurement</p> <p>David Criddle, Head of Performance Reporting and PMO</p> <p><i>For discussion and noting</i></p>	Patients, Professionals, Partners, Performance	10:55 – 11:10am (15 mins)	
13.	<p>Dental Complaints Service – Performance Report Q3</p> <p>Tom Scott, Executive Director, FtP Transition</p> <p>Michelle Williams, DCS Head of Operations</p> <p><i>For discussion and noting</i></p>	Patients, Professionals, Partners, Performance	11:10 – 11:20am (10 mins)	
<p>BREAK FOR REFRESHMENTS – for approximately 15 minutes</p>				

No	Item & Presenter	Theme	Time	Status
14.	<p><u>Items for Approval:</u></p> <p>a. Appointment and Reappointment of Council Members – Process Lisa Marie Williams, Executive Director, Legal & Governance <i>For approval of process.</i></p> <p>b. Process for Annual Appraisals of Chair of Council, Council Members and Chief Executive. Sarah Keyes, Executive Director, Organisational Development <i>For approval of process.</i></p> <p>c. Review of Education – For Publication Stefan Czerniawski, Executive Director, Strategy <i>For approval to publish.</i></p> <p>d. Consultation on the Specialist Lists – Response for Publication Stefan Czerniawski, Executive Director, Strategy <i>For approval to publish.</i></p> <p>e. Revision Process for Specialty Curricula Stefan Czerniawski, Executive Director, Strategy <i>For approval.</i></p> <p>f. Patient and Public Survey Results and Action Plan – For Publication Stefan Czerniawski, Executive Director, Strategy <i>For approval to publish.</i></p> <p>g. Quality Assurance Decisions Stefan Czerniawski, Executive Director, Strategy <i>For decision on reporting process and for noting of published reports.</i></p> <p>h. Review of Financial Policies and Procedures Samantha Bache, Head of Finance & Procurement <i>For approval.</i></p>	Patients, Professionals, Partners, Performance	11:35 – 11:45am (10 mins)	Papers

No	Item & Presenter	Theme	Time	Status
	<p>i. 2020 Reserves Policy Samantha Bache, Head of Finance & Procurement <i>For approval.</i></p> <p>j. Investment principles and strategy review Samantha Bache, Head of Finance & Procurement <i>For approval.</i></p> <p>k. Anti-fraud and anti-bribery policy Samantha Bache, Head of Finance & Procurement <i>For approval.</i></p>			
15.	<p><u>Items for Noting:</u></p> <p>a. Estates Strategy Programme Update – with organisational chart Gurvinder Soomal, Executive Director, Registration and Corporate Resources</p> <p>b. Joint Whistleblowing Report Colin MacKenzie, Interim Head of Communications and Engagement</p> <p>c. Horizon Scanning and Stakeholder Engagement Reports Colin MacKenzie, Interim Head of Communications and Engagement</p>	Patients, Professionals, Partners, Performance	11:45 – 11:55am (10 mins)	Papers
16.	<p>Update Reports from the Council's Committees:</p> <p>1. Audit and Risk Committee 2. Remuneration Committee 3. Finance and Performance Committee 4. Policy and Research Board</p> <p><i>For discussion and noting</i></p>	Patients, Professionals, Partners, Performance	11:55 – 12:10pm (15 mins)	Oral

PART THREE – CONCLUSION OF BUSINESS

No	Item & Presenter	Theme	Time	Status
12.	Any Other Business	William Moyes, Chair of the Council	12:10 – 12:15pm (5 mins)	Oral
13.	Review of the Meeting	William Moyes, Chair of the Council	12:15 – 12:20pm	Oral

	<p>As part of the review, can the Council be satisfied that the organisation is well-governed and specifically that:</p> <ul style="list-style-type: none"> ➤ Time allocated to each paper ➤ Detail, balance, and level of information in papers ➤ Did papers make clear what happened at each Committee. ➤ The Council's work programme is appropriately prioritised and timetabled and balanced ➤ Any items in the Closed Session of Council that could have been considered in the Open Session? 		(5 mins)	
14.	<p>2020 Council Meeting Dates</p> <ul style="list-style-type: none"> • January 15 & 16, 2020 (Birmingham) TBC • March 18 & 19, 2020 (London) • June 2 & 3, 2020 (London) • July 29 & 30, 2020 (London) • October 21 & 22, 2020 (London) • December 16 & 17, 2020 (London) 			

Refreshments (lunch) served at approximately 12:20pm