

Reading Material for PUBLIC Council19 June 2026

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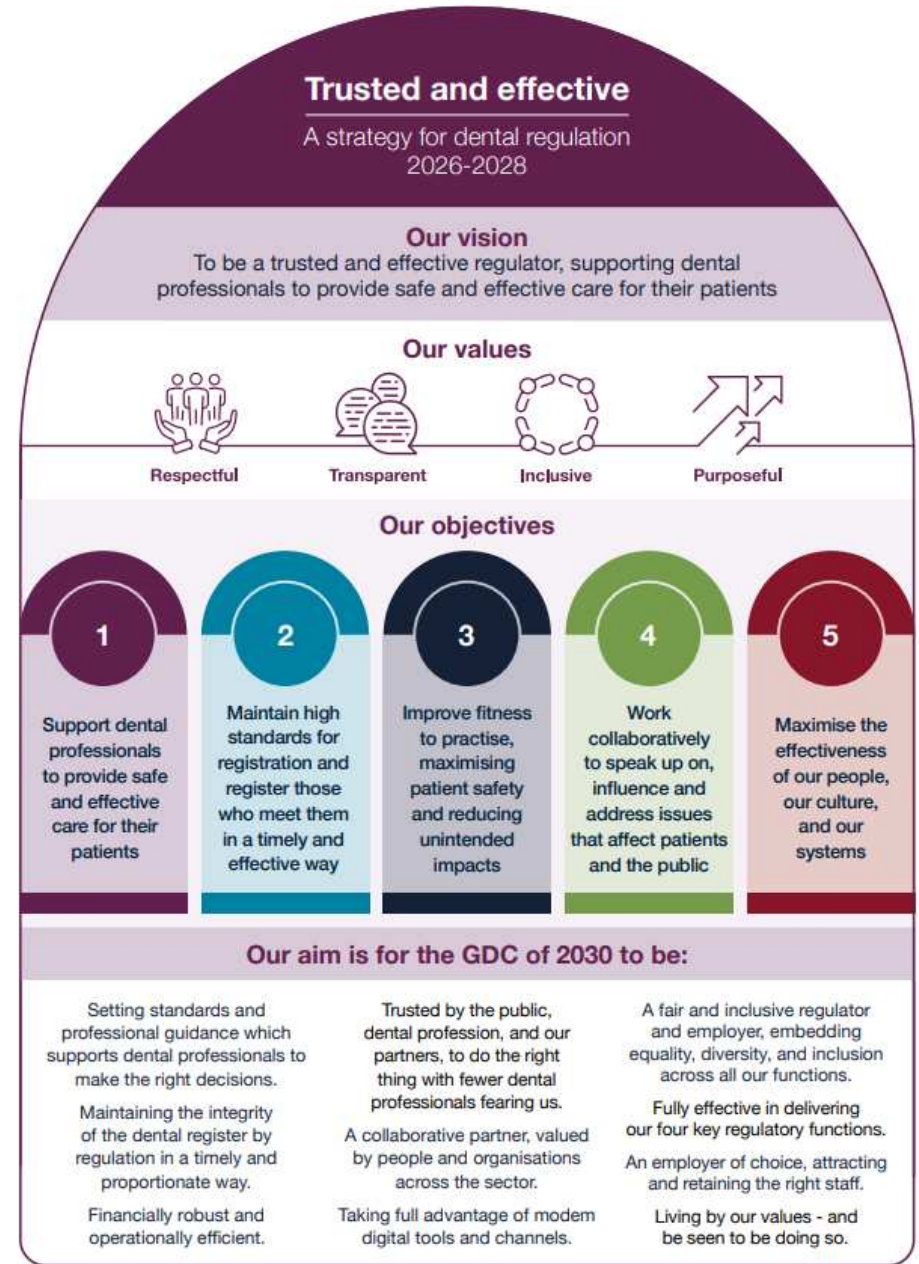
Business Plan organisational performance report Q1 2026

Council meeting 19 June 2026

The report provides a current view of GDC performance in relation to delivery of the GDC strategy 2026-2028 “Trusted and effective” as set out within the Business Plan 2026-2028.

A quarter 1 2026 summary is provided for reconciled budget, headcount and performance. Latest status updates are provided for delivery of business plan activity.

Type of business	For discussion
Recommendations	Council to discuss the report
Assurance trail	ELT & SMT performance review – 28 April 2026 Finance and Performance Committee – 9 June 2026 Council – 19 June 2026



Performance summary

PSA standards met – 2024/25 review

General Standards 4 of 5	Guidance and standards 2 of 2	Education and training 2 of 2
Registration 4 of 4	Fitness to Practise 4 of 5	Total standards met 16 of 18

2024/25 Review - Not met:

- **Standard 3** for evidencing outcomes are met for Equality, Diversity and Inclusion (EDI).
- **Standard 15** for Fitness to Practise timeliness in dealing with cases.

Objective 2 Education provider standards met

	2023/24	2024/25	2025/26
Providers completed	18	18	2
Fully met	77.7%	82.0%	100%
Partially met	21.7%	16.3%	0%
Not met	0.7%	1.7%	0%

The 2024-25 academic year completed 19 scheduled inspections across 18 providers. One inspection was deferred to Q1 which has faced significant delays due to issues found. The final report will be finalised in Q2. For 2025/26, 13 of the 25 scheduled inspections have been performed by end of Q1, with 2 final reports completed, both reporting 100% of standards met.

Objective 2 Education provider feedback of GDC

Overall satisfaction of inspection process

From 5 responses	2023/24	2024/25
Very Satisfied	60%	80%
Satisfied	40%	20%
Dissatisfied/Very Dissatisfied	0%	0%

5 of the 13 providers inspected in 2024-25 responded to surveys, compared to 5 from 15 in 2023-24. 4 replies from 2023-24 were submitted post the annual education review, whereas 2024-25 were received timely as a result of more proactive engagement post inspections. Overall satisfaction remains positive and anywhere dissatisfaction was flagged the Education QA team have applied measures to address, which has included additional training and discussions across the inspection team on applying consistency. They continually seek feedback to support further improvements.

Objective 2 Registration application service experience

Following each application a feedback survey is requested. The net responses from **2024 – Q1 2026 year to date** for three overall sentiment questions are:

	Clear information about the registration process				Satisfied with the customer service I received from the GDC				My application was dealt with in a timely manner			
	2024	2025	2026 YTD	25 to 26	2024	2025	2026 YTD	25 to 26	2024	2025	2026 YTD	25 to 26
Strongly Agree / Agree	78%	82%	79%	▼ 3%	81%	83%	83%	0%	67%	67%	74%	▲ 7%
Neutral	13%	9%	12%	▲ 3%	11%	9%	8%	▼ 1%	13%	14%	7%	▲ 7%
Strongly Disagree / Disagree	9%	9%	9%	0%	8%	8%	9%	▲ 1%	20%	19%	18%	0%

The sentiment of applicants improved year on year across all 3 questions from 2022 – 2025, whilst application volumes handled also increased annually.

The 'MyGDC' online registration system was launched on 25 March 2026 so any dips in Q1 satisfaction will not be related and are based on the year to date volumes. The survey will begin providing insights into the MyGDC applicant experience from Q2 2026 on.

Objective 2 Registration application timeliness

	Q2 25	Q3 25	Q4 25	Q1 26
UK Dentist	Green	Green	Green	Green
UK DCP	Green	Green	Green	Green
Restoration	Green	Green	Green	Green
European Diploma & Overseas	Green	Green	Green	Green
Overseas DCP assessment	Red	Red	Red	Orange
Overseas DCP additional titles	Red	Red	Red	Red
Specialist List Assessed (SLA)	Green	Green	Green	Green
Certificate Completion Specialist Training (CCST)	Green	Green	Green	Green

The two Overseas DCP routes did not meet timeliness mainly due to Registration appeals from candidates whose applications were rejected within the backlog received prior to the March 2023 deadline for no longer accepting Dentist applications. Original applications are reopened during appeal and so impact timeliness in the short term whilst appeals are heard.

Excluding these and such cases that exceeded 100 days, timeliness of all other applications are well within timeliness target of less than 80 days on average, at 43 days and 51 days respectively in Q1 2026.

Objective 2 Supply and demand in international registration

ORE	Q4 2024	Q4 2025	2024 to 2025	Q1 2026	2025 to 2026 YTD		
Apps Received	3,641	3,231	▼ 11%	519	▼	36%	Avg Q rate
Part 1 List size	4,547	6,399	▲ 41%	6,417	▲	0.3%	Count
Part 2 List size	1,136	1,583	▲ 39%	1,877	▲	19%	Count
Dentists joined register	354	501	▲ 42%	165	▲	32%	Avg Q rate

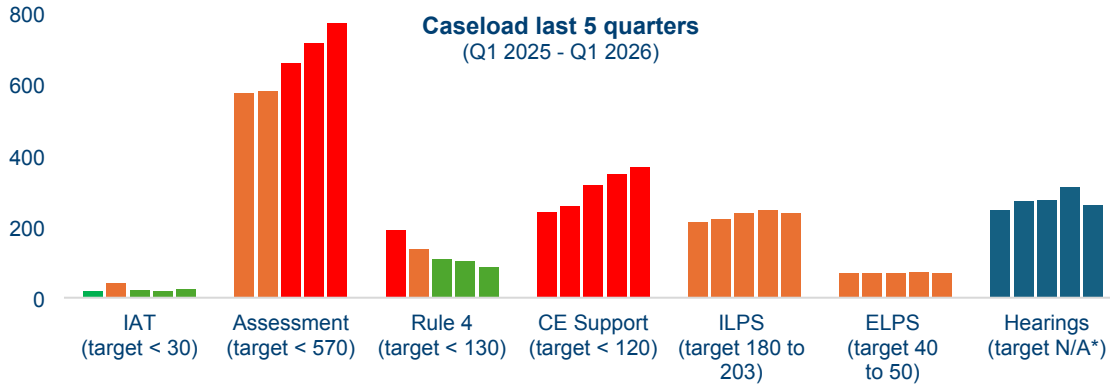
LDS	Q4 2024	Q4 2025	2024 to 2025	Q1 2026	2025 to 2026 YTD		
Dentists joined register	36	108	▲ 200%	24	▼	11%	Avg Q rate

Both the ORE and Licence in Dental Surgery (LDS) saw significant increases for new Dentists joining the register in 2025.

The new ORE contract with UCL Consultants (UCLC) will increase Part 1 places from 1,800 in 2025 to 2,400 per year. Part 2 places will rise from 720 to 944 in the first year to 1,500 by the third year.

We continue to monitor both the ORE and LDS progression, whilst developing additional options for assessing internationally qualified applicants.

Objective 3 Fitness to Practise stage caseload & timeliness



	Initial Assessment	Assessment	Case Examiner	ILPS	ELPS	Hearings
2024	91%	79%	16%	75%	31%	47%
2025	89%	79%	16%	42%	7%	34%
Q1 2026	90%	84%	4%	16%	0%	20%
Target	90% in 5 days	75% within 30wks/50wks for complex cases	70% within 13wks	80% disclosed with 98 working days	80% disclosed with 98 working days	CE referral to hearing - 70% with 40wks

*The independent Hearings service does not set target caseload as requirement for a hearing can only be dictated by the specific case details.

The consistent increases in new concerns seen in 2025 is continuing in 2026. So far in 2026 the monthly average is 160, which is increased further from the 147 average in 2025, and 117 in 2024. Subsequently stage caseload continues to rise, and timeliness reduced from referrals being higher than capacity to process plus increased levels of complex cases. Increased resources added in late 2025 and early 2026 are working to improve both factors. An FtP improvements programme approach was presented and endorsed by Council in April for how activity focussed on timeliness and meeting PSA standard 15 can be delivered in parallel to addressing the strategic priorities of supporting well-being of participants throughout the FtP process and reducing fear of the process. Further details in the delivery summary for Objective 3.

Objective 3 Fitness to Practise service experience feedback

We surveyed registrants and informants over a 3 year period for cases reaching a decision. **2,309 Registrants** were contacted, of which **341 (14.8%)** responded. **2,253** Informants were contacted, of which **415 (18.4%)** responded. The tables show cohorts for case decisions made during the periods shown, with satisfaction proportions for case outcome and the overall process. There is higher satisfaction of process shown in 2025 compared to the 2024 cohorts. Outcome satisfaction in 2025 is slightly lower for Registrants but improved for Informants compared to the 2024 cohort. Further details are available in [Fitness to Practise survey finding report 20 November 2025](#). We are surveying further during Q2 2026 and will add the results once published.

Cohorts: 2023 = Cases closing 1 Apr 2022 – 30 Sept 2023, 2024, = Cases closing 1 Oct 2023 – 30 Sept 2024, 2025, = Cases closing 1 Oct 2024 – 30 Sept 2025

Satisfaction with case outcome							Satisfaction with FtP process						
Registrant	2023	2024	23 to 24	2025	24 to 25		Registrant	2023	2024	23 to 24	2025	24 to 25	
Moderately / Extremely Satisfied	52%	56%	▲ 4%	54%	▼ 2%		Felt little / nothing to improve	16%	19%	▲ 3%	33%	▲ 14%	
Moderately / Extremely Dissatisfied	48%	44%		46%			Felt several things / lots could improve	84%	81%		67%		
Informant							Informant						
Moderately / Extremely Satisfied	21%	16%	▼ 5%	23%	▲ 7%		Felt little / nothing to improve	15%	14%	▼ 1%	26%	▲ 12%	
Moderately / Extremely Dissatisfied	79%	84%		77%			Felt several things / lots could improve	85%	86%		74%		

Objective 3 Quality of FtP decision making

Rolling 12 month % of challenges where original decision was found incorrect. Target ≤ 0.5%:

Q2 2025	Q3 2025	Q4 2025	Q1 2026
0.2%	0.3%	0.3%	0.4%
7 of 3,476	11 of 3,642	13 of 3,812	16 of 3,710

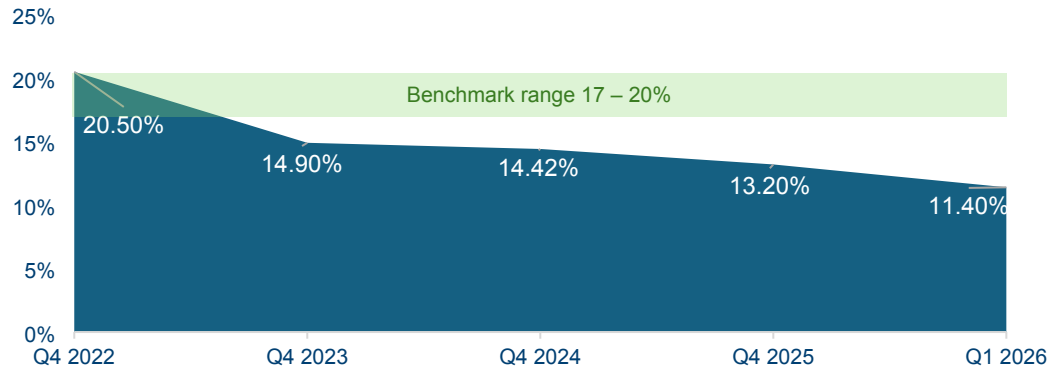
Performance within target is consistently met. We note the increase in decisions that require a new one to be made and continue to monitor for any trends emerging and where appropriate, feedback accordingly. Our internal control mechanisms highlight any questionable decisions and where applicable, engage our review mechanisms to ensure that patient safety is maintained.

Objective 4 Communications and engagement

	Q1 2025	Q2 2025	Q3 2025	Q4 2025	Q1 2026
Media engagement – The number of items of media coverage generated by proactive events from the GDC. Target > 35 items	306	308	386	411	440
Stakeholder engagement – The number of engagement events held with GDC’s key stakeholders. Target > 60 events	90	84	80	111	97
GDC Newsletter engagement – Engagement with the monthly email newsletter to dental professionals. Target > 50% opens	64%	62%	62%	63%	60%
GDC Website engagement – The level of engagement we have through our website in total visitors. Target > 100k	105,591	93,763	95,339	81,378	79,961

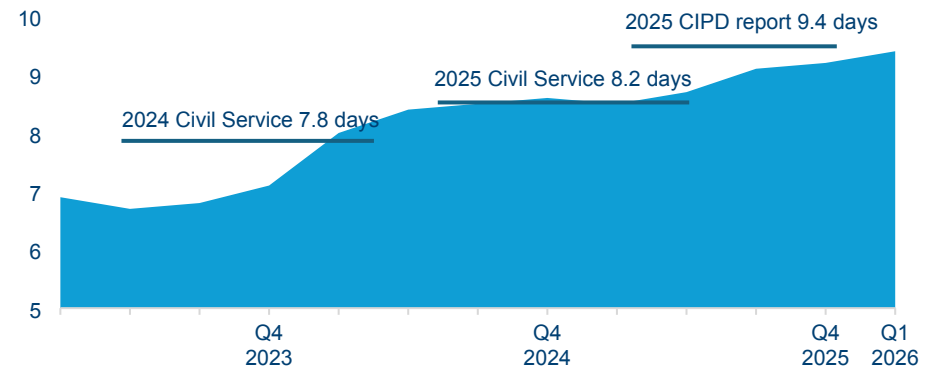
The above legacy performance measures across communications and engagement have continually exceeded the target levels with the exception of website traffic recently, but this is due to a change in the way analytics for visits are tracked. As part of the new External Communications and Engagement Strategy, approved by Council in October 2025, a revised set of engagement performance measures are being introduced, which will replace the above to report from Q2 2026 onwards.

Objective 5 Turnover – Rolling 12 months %



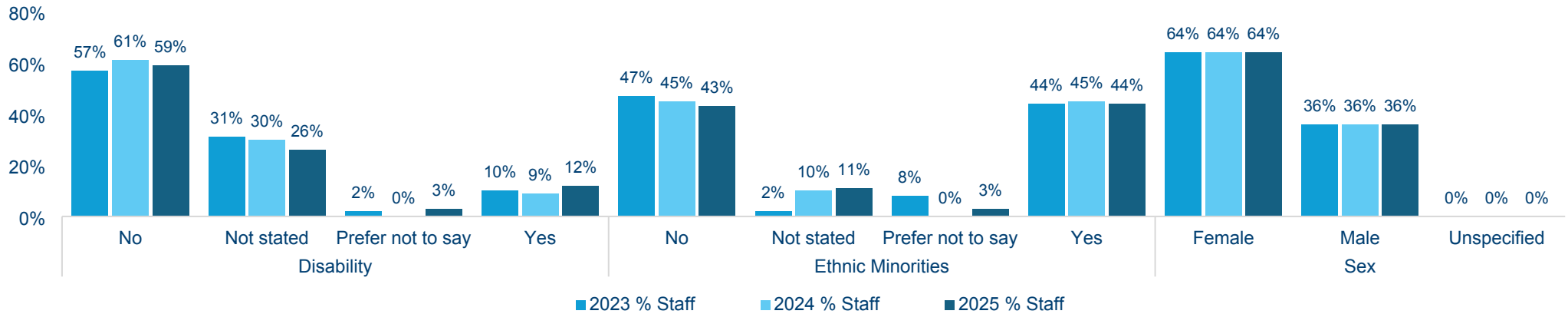
Our rolling 12-month turnover view continued to reduce through 2025 and is at 11.4% for end of Q1. This is below benchmarks of comparable organisations researched which range between 17% - 20%. Further work to identify more specific benchmarking for turnover is in progress which will be including in Q2 reporting.

Objective 5 Average sickness days lost per employee for rolling 12 months



Current sickness has risen to 9.4 days in Q1 from 9.2 days at the end of Q4. The increases continue to be proactively assessed through an ongoing action plan with the People & OD team working with line managers. Benchmarks have also seen increases in latest published figures.

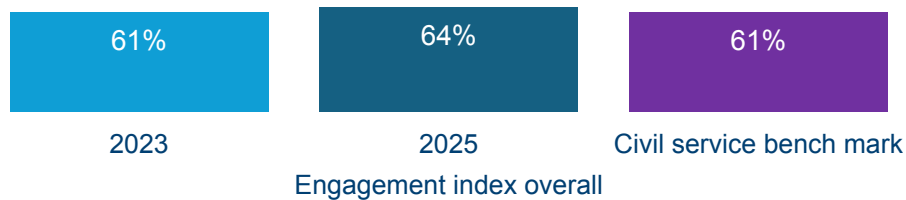
Objective 5 Proportions of staff within protected characteristic groups



ELT are proposing that going forward the GDC reference the local populations to our offices in London and Birmingham regions as the benchmarks for comparing staff proportions, subject to further development of the monitoring and evaluation. The number of people who are from an ethnic minority background has remained over 40% since 2023, with a slight reduction in the proportion who are not from an ethnic minority. This is in line with the population of both Birmingham and London, where ethnic minority communities exceed 40%. There have been consistent levels for females and males, with females accounting for over 60% of employees.

Prefer not to say refers to those who have actively chosen to not provide information, whereas ‘not stated’ refers to those who have yet to respond. 2026 will see a campaign led by People Services to increase responses, which should reduce “not stated.”

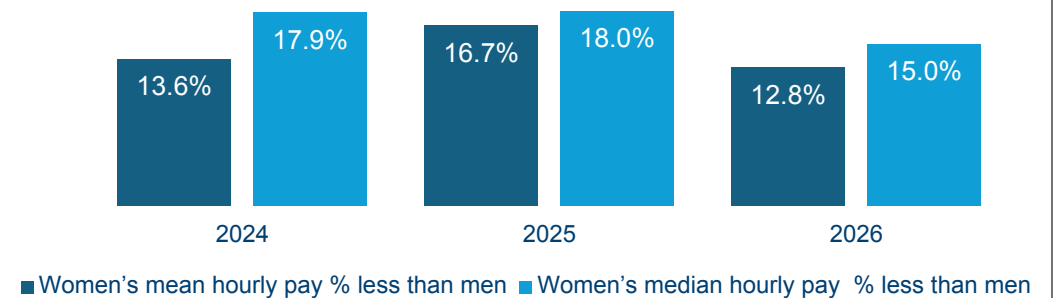
Objective 5 Employee Engagement Index – All staff



The Employee Engagement Index is an aggregate rating across the engagement related questions within the Employee Engagement Survey. Our 2025 index is 3% higher than the Civil Service benchmark and a 3% increase from 2023.

We had a rise in both “I would recommend the GDC as a good place to work,” from 58% in 2023 to 70% in 2025, and “I am proud to work at the GDC,” rising from 63% in 2023 to 72% in 2025, which are 12% and 13% higher than the Civil Service benchmarks respectively, and would indicate positive results from initiatives put in place since 2023.

Objective 5 Gender pay gap



See the “Focus on EDI Summary” in line for more details. Activities are ongoing across Attraction, Recruitment, Retention and Progression of Talent which, whilst not focussed solely on closing the pay gaps, aim to assist by bringing EDI into focus when hiring and developing talent.

Our main challenge in achieving a gender balance is attracting applicants across our entry to mid-level grades. With a further challenge being the limited number of vacancies we have in higher grade roles due to lower employee turnover.

Objective 5 FTE actual vs forecast

Forecast for Q1	412 FTE
Actual	413.9 FTE
Variance to forecast	+ 1.9 FTE (+ 0.5%)

There were 30 offers accepted in Q1, with 13 new starters joining during the quarter and others accepting expected to join in Q2. There have been 13 leavers in Q1.

The budgeted headcount for end of Q1 was set higher than forecast post recruited to at 436 FTE and there for the addition 1.9 FTE is within budget.

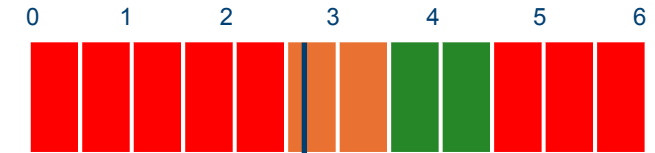
Objective 5 Expenditure actual vs budget

Budget	£13.5m
Actual	£12.9m
Variance	- £0.6m

Underspend is mainly due to phasing in IT remedial works; expenditure deferred for professional fees and QA inspections to later in year as well lower than forecast hearings expenditure.

These are partially offset by overspends in Regulation meetings costs and Legal & Professional fees as a result of volumes of complex cases.

Objective 5 Forecast free reserves for end 2028



At the end of Q1 the free reserves forecast for end 2028 is **2.7 months** of operating expenditure which is within policy range.

Objective 1 - Support dental professionals to provide safe and effective care for their patients

- **Council approved the proposed Principles Based Guidance Framework to proceed for consultation at their 24 April meeting.** Consultation commenced in June with subsequent publication aimed, with supporting materials and horizon scanning function enabled implementation date to be confirmed for in first half of 2027.
- **We launched new designs for our monthly newsletters in January, with the design and content revised using feedback from dental professionals.** Articles included blog posts from the [CDO England about contract reform](#), a clinical fellow's [perspective on sexual misconduct](#), as well as the monthly blog posts from the GDC Chair. We continue to monitor performance and optimise content to increase our reach and engagement to build understanding of our role and priorities.
- **More than 20 sessions were held for student engagement events for vocational and foundational training,** which focused on explaining the GDC's role and priorities in a mix of virtual and in-person events.

Objective 2 - Maintain high standards for registration, and register those who meet them in a timely and effective way

- **The Education QA team continue to revise guidance according to new standards based on feedback and communicating with stakeholders.** We are on target to have new processes fully in place for the 2026/7 academic year.
- **The new MyGDC platform was launched on 25 March, and we are actively supporting users across the online application, CPD and payments services provided.** We prepared external users and support organisations for the launch, including new website content and the launch was widely publicised also by key stakeholders. We are monitoring the experience feedback so to make ongoing improvements to usability and service provided.
- **The new ORE contract with UCL Consultants (UCLC) will be providing a more consistent and predictable framework for the ORE increasing capacity.** The first exam sittings will be offered from September 2026.
- **We are continuing the evaluation of additional options for assessing internationally qualified dental professionals.** A plan to initially focus work on specific workstreams of recognition and assessment was approved by Council in October 2025. The policy team has recruited some additional resource to take this forward and work has begun to benchmark overseas regulators against GDC standards and to investigate alternative forms of assessment that could be used instead of or in addition to the ORE. These workstreams are interdependent and currently the plan is to provide an update on the principles followed and early options to Council by the end of this year, which is in line with the roadmap goal to have evaluated options in 2027.

Objective 3 - Improve fitness to practise, maximising patient safety and reducing unintended impacts

- **With the consistent increases in new concerns seen in 2025 continuing in 2026, managing timeliness and caseload remains a significant challenge across all stages.** The Council and the Executive are committed to maximise opportunities to address the strategic priorities across improving timeliness, reducing fear, improving participant experience in FtP. This requires both prioritisation of an FtP improvements programme and subsequently the overall Business Plan. Following the FtP improvements programme approach proposal being endorsed by Council in April, an initial prioritised plan of activity within the programme, alongside initial considerations for resourcing and investment will be presented to Council at the 19 June meeting. Once Council have reviewed the programme proposal, the plans will be incorporated into the prioritisation and budgeting for the Business Plan 2027-2029, that is scheduled for Council approval in October.
- **The Hearings service has procured services to produce videos for participants of hearings, that demonstrate how hearings work both remotely and in person to assist their preparation.** Fitness to Practise are working with the same supplier to also create short videos for informants and Registrants that explain the key stages of the FtP process, building on the work to improve communication and support.

Objective 4 - Work collaboratively to speak up on, influence, and address issues that affect patients and the public

- **Across the year to date, the GDC have attended a number of key registrant stakeholder events, communicating our position on fear, and our new strategy. Some key events were:**
 - At the BDIA event in March, the CEO gave a keynote address and spoke on a panel with CDO England about fear, and the Executive Director for Strategy presented an overview of the GDC's strategy with a focus on addressing fear.
 - The Dental Leadership Network event in March focussed on Delivering safe and effective oral health for those most in need, with excellent external speakers sharing insights from dental care for those with housing insecurity, in the justice system and in public healthcare systems in England. The GDC's Chair closed the event, sharing her perspective on the theme and what professionalism means.
 - In April, a Board member of The Female Dentist and the President of the British Association of Oral Surgery ran sessions on maximising the use of dental therapists in general anaesthesia. With April also being stress awareness month, the Dentists' Health Support Trust (DHST) provided an article on how stress and burnout impact dental teams which attracted positive comments.
- **Contracts are in place for public and patient, student panels and the Registrant panel by end of Q2.** Research with the public study group is underway, with the survey being tested with sample members of the public. Our panels will be used to ensure voices are used in Policy development and to gain insight into the requirements of each audience.
- The Third annual Dentist Working Patterns data was published in March. 35,474 dentists have to date provided responses, which is a cumulative figure for the last three years.
- The DHSC is running a consultation on the reformed legislative framework for the GMC between March - June 2026. Work has commenced to analyse proposals, to inform our response to this consultation which will continue through to the completion of the consultation period.

Objective 5 - Maximise the effectiveness of our people, our culture and our systems

- **The planned move from Wimpole Street in London to a new London office location continues on track for the move completed in Q4.**
- **The proposals for implementing a revised pay & grading framework were approved by Council in April** and the initial stages are being implemented May-July.
- **Following approval of our People Strategy by Council in April, the design of workforce planning function for the People & OD team and the wider leadership & Management responsibilities will be part of the workplan developed to integrate into the business plan.** The design of the Workforce planning function was originally proposed to be in place in 2026, however due to priority of pay & grading and Associates development for the People & OD team, this is now expected to extend into 2027.
- **Our draft IT & Digital strategy is currently in development, which is being developed to support across the GDC strategy.** The development is focussing on aims for improving security, migrating to the cloud, improving colleague technical capabilities and establishing opportunities with AI. The next stage is procurement of a digital partner to support the direction. The procurement is planned for Q3, and the IT & Digital Strategy will follow completion of the selected partner's analysis and recommendations. This may result in the strategy being finalised early 2027, rather than presented to Council in 2026 as was originally anticipated in the Business Plan.

Planned EDI initiatives and requirements

- **Preventing Sexual Harassment in the workplace:** The Worker Protection Act 2023 came into effect in Oct 2024, requiring employers to anticipate and prevent sexual harassment, rather than just respond after incidents occur. In support of that, the GDC commenced Preventing Sexual Harassment training in May 2026, provided by The Consent Collective. 4 sessions were run, with attendance across GDC employees.
- **Sexual misconduct framework:** To support patient, public and registrant safety we are developing a new sexual misconduct framework which will be published in 2027. In preparation for this specialist training is being run for FtP panellists and Chairs on questioning witnesses.
- **Pay Gap Reporting:** Our 2025/2026 Gender Pay Gap has been submitted to the Gender Pay Gap Service website and can be found here [GDC gender pay gap 2025-26](#). The calculations for the 2026/2027 Gender Pay Gap have been completed by People Services using a snapshot of 5th April 2026, and the results will be presented to the Remuneration and Nominations Committee (RemNom) in June 2026. In March 2026, the UK Government confirmed their commitment to include Ethnicity and Disability pay gap reporting for organisations with over 250 employees. In anticipation of this, we included the Ethnicity Pay gap in our 2025 report and again in 2026. Improvement work on our disability EDI data within our HR system has commenced, enabling us to meet our future requirements for the Disability Pay Gap.

Improving EDI Enabling systems / processes

- **EDI website update:** Work is underway to revise the external EDI pages of the GDC website to provide a centralised hub of EDI related information. The work is focused to demonstrate the progress we have made, and to provide ongoing reporting against our 2026-2028 strategy, the regulatory lifecycle and towards the PSA Standards. The site will showcase specific EDI-related initiatives and outcomes, for example, any EDI-related research we commission and serve as a resource hub where dental professionals, education providers and other external stakeholders can find information to help understand our progress on EDI issues and current strategic priorities. We aim to complete the initial set up in June and then regularly provide updates.
- **Employee EDI Data:** Work has commenced to change how we capture EDI employee data on our HR system. This followed a review of the information we ask our employees to share, and how we ask for it. Upcoming changes aim to focus on how we ask for disability and ethnicity, as well as on categories that were deemed no longer required. Once the changes are implemented, there will be focused campaigns to improve employee completion rates.
- **Registration and Fitness to Practise 2025 Statistical reports:** Our annual Registration Report provides a summary respectively of our register, how it is changing over time, and how it is composed in relation to the diversity of ethnic groups and other protected characteristics. Our Fitness to Practise report shows how these ethnic groups are represented with respect to Fitness to Practise concerns raised and how these cases progress. For the 2025 FtP report, the ethnicity information has been presented against the four stages of the process, with the aim of providing greater clarity. The [2025 Registration Statistical report](#) was published on 7 May and the [Fitness to Practise report](#) on 3 June.

2026-2028 GDC Strategy delivery

- **EDI Outcomes:** The strategy monitoring and evaluation framework will include EDI outcomes and will be presented to Council in June. This follows planning workshops held with subject matter experts from across the business, looking at the desired outcomes and success measures that will evidence delivery towards our strategy. EDI outcomes were considered throughout the workshops and a specific EDI outcome workshop held in April to ensure that the initial set of outcomes represents EDI appropriately.
- **Business Plan EDI Focus:** [The 2026-2028 GDC Strategy](#) describes how Equality, Diversity and Inclusion (EDI) is integral to each priority area of the strategic objectives and the aim to embed EDI across our core functions through actions aligned to the focus areas detailed which our Head of EDI is coordinating. Action updates will be provided within subsequent Organisational Performance reports.

- The work to develop the new monitoring and evaluation framework for the strategy, which defines outcomes desired for delivery of our Strategy is also being presented to Council at the June meeting alongside this report will provide ongoing progress in relation to Standard 1 and Standard 3 in particular.
- The evaluation of the evidence matrix for Standard 3 has been prepared and submitted to the PSA on 5 June. The response is highlighting the progress across actions, including but not limited to, actions within our approved People Strategy, the developments for the Framework for Professionalism, Standards for Education and Risk based quality assurance, the external stakeholder engagement expansions and ongoing work on assuring we make fair decisions. At the time of reporting, we are awaiting feedback from the PSA.
- The planning for the FtP Improvements programme as detailed earlier in the report, has a focus on planning improvements to timeliness throughout the FtP process and achieving Standard 15.
- Work on implementing of the new ORE contracts and developing additional options for the international registration framework, as well as the MyGDC registration application experience, all have a focus on sustaining timeliness in Registration and continuing to meet Standard 11.

FtP Improvements Programme Update – Appendices 1 – 3

Appendix 1

Current FtP Improvements – Business Plan 2026-28

Current FtP Improvements – Business Plan 26-28

Objective 3 - Improve fitness to practise, maximising patient safety and reducing unintended impacts

Priority Area 3.1 - We will explore how we can use fitness to practise to manage risk more effectively, within the current legislative framework

2026	2027	2028	2029	2030
Implement changes to improve effectiveness of remote hearings.				
Scoping and developing options for closing cases earlier through less adversarial methods.	Instigate procedural improvements that can be implemented without legislative change	Continue to review and develop any case management procedural improvements and evaluate those that have already been implemented		

Priority Area 3.2 - We will work with dental professionals and partners to better understand the elements of the current process that have the most negative impact on the mental health and wellbeing of those involved and work collaboratively to address them

2026	2027	2028	2029	2030
Launch enhanced support services for wellbeing support.	Analyse the fitness to practise process to identify areas of negative impact.	Research into impact of process on mental health of participants.		
		Review and improve support services based on evidence.		
		Undertake ongoing programme of research on the fitness to practise experience, communications and operational procedures.		

Priority Area 3.3 - We will gather and use evidence to improve our understanding of the impact of fitness to practise on dental professionals, including looking at factors related to Equality, Diversity and Inclusion (EDI), to ensure our processes are fair and equitable.

2026	2027	2028	2029	2030
Scope to understand, outcomes of fitness to practise on groups with protected characteristics, representation of groups in fitness to practise process.	Evaluate and implement recommendations on representing groups in fitness to practise process.			
Review of fitness to practise quality assurance processes.	Scope changes to data collection to enable future analysis	Undertake iterative improvement based on insights from data and research.		

Proposed prioritised FtP improvements and enabling workstreams – *to note this is not a complete list of all activities which are to be taken forward, but an indication of key priorities which will be included in the programme of work, together with enabling workstreams.*

Proposed FtP Priorities and Enabling work

FtP Priorities

- ❑ **Thresholds review (New)**
 - ❑ Medium term – changes to current process
 - ❑ Initial Assessment to Assessment
 - ❑ Assessment to Case Examiner
 - ❑ Longer term – systemic change
 - ❑ **Provisional enquiries (GMC)**
- ❑ **Informal vs formal complaint route (New)**
 - ❑ **Explore expanding use of DCS or other suitable alternatives for NHS enquiries and/or approach to routing complaints.**
- ❑ **Frontloading (New in part)**
 - ❑ Initial Phase - e.g. convictions, health cases (*sexual misconduct trial in progress*)
- ❑ **Agreed panel determinations (In progress)**
 - ❑ *To be presented to the Council in June 2026 for approval to consult with stakeholders*



Enabling work

- ❑ **People**
 - ❑ **Cultural/mindset shift** – people focus, supported by proposed new Change Management function tbc
 - ❑ **Workforce Strategy** – skills/capabilities, development, training, aligned to People strategy
 - ❑ **Seek user input** - Patient, Student and Registrant Panels (user led, evidence led)
- ❑ **Process**
 - ❑ **End-to-end FtP Operating model and key process efficiencies** - aligned to organisation operating model
- ❑ **Systems & Data**
 - ❑ **In progress: case management improvements in Hearings, forecast modelling for FtP**
 - ❑ **New:** opportunities/efficiencies aligned to wider IT & Digital strategy and Data strategy work

Aligned to strategic themes for FtP of improving timeliness, maintaining fairness and reducing fear.

* N.B. All of the proposed work will require further analysis & will be aligned to Business Plan 2027-29 review

Appendix 2

Timeline to Council October meeting

General
Dental
Council

FtP Improvements programme planning steps & Governance pathway

Key: Blue = Completed	Q1	Q2		JUN	Q3			Q4		
	MAR	APR	MAY		JUL	AUG	SEP	OCT	NOV	DEC
Step 1 – Council endorse proposed aims, approach and steps to delivery		Council 24 Apr –review and endorse								
Step 2 – Establish programme board			Initiate programme board Prog 'Flying Start' - 7 May							
Step 3 – FtP service & process review			Service & process review Prog wksp - 14 May - Provider input - 19 May	Council 19 Jun – proposed scope ELT – 2 Jun FPC – 9 Jun						
Step 4 – Scoping programme workstreams, resources, budget & timetable					Council Jul tbc – FtP risk appetite wksp			Business Case – final tbc Tranche 1 Plan – final tbc		
Step 5 – Reprioritisation for overall Business Plan to accommodate and align with FtP improvements				Review and iterative prioritisation into Business Plan 2027-29						
Step 6 – Feed review and approval into Business Planning reviews 2027-2029					Initial review of draft plan: ELT 14 Jul FPC 29 Jul		Finalise draft: ELT 25 Aug FPC 8 Sep Council 18 Sep	Approval of 2027-29 BP Council 30 Oct		

Appendix 3

General
Dental
Council

Wksp summary outputs: Whiteboards collation pt1

No.	Activities	Majority Consensus Bucket	Majority Consensus Priority
1	Fast track to resolution	Timeliness	High
2	Threshold review	Timeliness	High
3	New case management system	Efficiencies	High
4	GPhC: Most serious cases direct from Assessment to Hearing	Timeliness	High
5	Legal input at early stages	Efficiencies	High
6	Materials/website content to explain FtP	Reducing Fear	High
7	Streamlined approach for Health cases	Fairness	High
8	Third party procedural support	Fairness	High
9	Training suite for end-to-end FtP	Efficiencies	High
10	Regular review of process & QA	Efficiencies	High
11	Case status – awaiting third party decision	Efficiencies	High
12	'Frontloading' (early) ILPS advice on conviction cases	Timeliness	High
13	Expand closure categories at IA	Timeliness	High
14	How to allege multi patient cases	Reducing Fear	High
15	Supportive Resolution	Timeliness	High
16	Review use of Counsel and their rates	Efficiencies	High
17	Informal v formal complaint route	Timeliness	High
18	QA – feedback to learning	Efficiencies	High
19	Alternative disposal for CPD cases?	Even split (Timeliness, Reducing Fear, Efficiencies)	High
20	NHS: Expanding use DCS for NHS enquiries	Even split (Timeliness, Fairness, Reducing Fear)	High

This table summarises the consensus views of three groups who assessed a series of activities related to a Fitness to Practise process against four strategic buckets: Timeliness, Fairness, Reducing Fear and Efficiencies.

The table is ordered by majority priority consensus.

- Suggested new priorities
- Work in progress
- In FIP pipeline
- Approaching implementation/consultation

1

General
Dental
Council

Wksp summary outputs: Whiteboards collation pt2

No.	Activities	Majority Consensus Bucket	Majority Consensus Priority
21	Agreed panel determinations	Even split (Timeliness, Fairness, Reducing Fear)	High
22	Review wasted costs	Efficiencies	High
23	Stop manual time recording	Efficiencies	High
24	Instructing a single expert in health cases	Timeliness	High
25	Investment in ILPS resource	Efficiencies	High
26	Tailor approaches to investigation	Timeliness	Medium
27	Additional support for unrepresented registrants	Reducing Fear	Medium
28	Review format of hearings	Efficiencies	Medium
30	Retaining experts for hearings	Efficiencies	Medium
31	Power to require documents, evidence & witnesses	Timeliness	Low
32	Review approach to undertakings	Timeliness	Low
33	Registrar's powers	Even split (Timeliness, Fairness, Efficiencies)	Low
34	Constitution of panels	Efficiencies	Even split (High, Medium, Low)
35	HCPC: Disposal by consent	Even split (Timeliness, Fairness, Reducing Fear)	Even split (High, Medium, Low)
36	GPhC: Voluntary Agreement	Even split (Timeliness, Fairness, Reducing Fear)	Even split (High, Medium, Low)
37	Case profiling for expected outcomes	Even split (Timeliness, Fairness, Reducing Fear)	Even split (High, Medium, Low)
38	GMC: Provisional enquiries	-	-

← There was no post-it for provisional enquiries across 3 whiteboards, however, likely to form part of **Thresholds Review** work

2

General Dental Council Wksp summary outputs: Whiteboards Additional Thoughts

This table consolidates ideas, suggestions and thoughts that each group recorded on their whiteboards.

For each idea, the groups assigned a bucket (Timeliness, Fairness, Reducing Fear or Efficiencies) and a priority (High, Medium, Low).

The ideas have now been grouped into three overarching themes: **People, Process** and **Tech** – to help identify where future efforts and investment could additionally be focused.

These items are for consideration and may be added to scope following any further review. Some of the items are already within the scope of existing FtP projects.

Cross -organisational

	Additional Thoughts, Ideas, Suggestions	Bucket	Priority
PEOPLE	Adopt GDCs values lead approach	Reduce fear	High
	Change management - mindset shift	Efficiencies	High
	Panels/LA drafting the determinations - resource within the CS team is the constraint	Efficiencies	High
	Recruit more panellists	Reduce fear	High
	Cross skilling staff to enable an agile approach when volume is high	Timeliness	High
	Workforce Strategy - development, training, OD, performance management, incentivisation etc. Including - panels - composition, incentivisation through fee structures, development, staffing panels	Timeliness	High
	Use of memorandums of understanding to support more timely sharing of information from key organisations like CQC	Timeliness	Medium
	Case categorisation updated and used consistently (considerations)	Efficiencies	High
PROCESS	Frontloading Cases	Timeliness	High
	Front loading- investigate a case once - ILPS input from the outset	Timeliness	High
	Rule 4 Bundles – Currently we create a bundle for Informants and Registrants. Are we able to change the rules so that we create bundles for informants by exception, rather than in all cases.	Timeliness	High
	Handover SLA governance	Efficiencies	High
	Agreeing and applying a retention schedule	Efficiencies	High
	Proportionality - review of our approach to charging to capture gravamen not all details	Timeliness	High
	Review of approach to FTP history (adverse)	Reduce fear	Medium
	Review necessity of redactions at each stage of process	Timeliness	Medium
	Sharing a summary of concerns with registrant, rather than redacted copies of the webform itself	Fairness	Medium
	Learning from themes from FtP to feed into CPD/education/upstream intervention - feedback loop	Reduce fear	Medium
	Provide pre-case guidance packs	Reduce fear	Medium
TECHNOLOGY	Self-serve portal for updates, info, transparency on FtP cases	Reduce fear	High
	Leverage Technology to digitise customer journey	Efficiencies	High
	Technology review - existing - bundling, redaction and matter management, new - consider opps for AI	Timeliness	High
	CRM - Being single source of truth- Too much fragmented information	Efficiencies	High
	ILPS using the same case that FtP use, rather than creating a new one on CRM	Efficiencies	High

Appendix 1

Council oversight of effective performance

(The Delegation Statement)

Preamble

The Council's role is; to set the strategic direction of the GDC in line with its statutory purpose, vision, mission and purpose, and values; to ensure systems are in place to enable it to monitor performance and to hold the Executive to account; and to ensure probity. The Council has determined that it can most effectively carry out its functions by delegating certain matters. The General Dental Council (Delegation of Functions) Rules 20260 set out which functions are delegated, and to whom, and which remain with the Council. The latter include:

- Approval of strategy
- Statutory rule making
- Approval of the annual business plan and budget
- Approval of the annual report and accounts and any report required to be laid before the Parliaments

The Council determines the outcomes and outputs of the GDC in support of its purpose and values. The means by which those outcomes and outputs are achieved is a matter for the Chief Executive and staff. The Chief Executive is accountable to the Council for this.

The Council sets out in detail its requirements of the Chief Executive in the contract of employment and role profile. The process by which the Council holds the Chief Executive accountable is that:

1. The Chief Executive will provide regular management reports to the Council, and will ensure that appropriate reports are provided to committees regarding matters within their remits
2. The Council may question the Chief Executive on any matter which he or she undertakes on behalf of the GDC.

The Chief Executive is the Registrar and is customarily appointed by the Privy Council to fulfil the role of Accounting Officer (by virtue of the Chief Executive appointment) and appoints a member of staff as Secretary to the Council.

This document makes supplemental provision in respect of the delegation or reservation of activities which do not derive directly from the Dentists Act 1984. It also sets out how the Council will ensure effective performance of the delegated functions.

Decisions reserved to the Council

Approval of the reserves policy

Decisions delegated to the Chief Executive

Minor amendments to the procurement policy and credit control policy

How the Council will ensure effective performance

Review performance

- C1. Setting the organisation's performance measures and targets and ensuring that the targets are met by the Executive Management Leadership Team

- C2. Overseeing the organisation's operations ensuring competent and prudent management and planning and receiving regular performance reports
- C3. Ensuring that the appropriate governance, risk management and internal controls are in place
- C4. Ensuring that the Council is adequately resourced to achieve its aims, including the strategic oversight of the efficient use of human resources
- C5. Reviewing reports on delegated authority used and receiving reports from the Executive and Committees of the Council, including the Appointments Committee ([Statutory Panellists Assurance Committee](#))
- C6. Agreeing ~~the~~ Strategic Risk [Register Appetite](#)

Commented [KS1]: To reflect earlier update to the Council's delegations in May 2023

Corporate Governance

- C7. Approval of the scheme of delegation
- C8. Approval of probity policies
- C9. Approval of the financial delegations of the GDC
- C10. Undertaking a formal and rigorous annual review of its own performance and in line with the Council Member Appraisal process a review of its committees and individual members against its objectives
- C11. Ensuring that Council and committee members are appropriately trained

The General Dental Council (Delegation of Functions) Rules 20260

The General Dental Council make the following rules in exercise of the powers conferred by section 50C(6) of and paragraph 8(1)(b) of Schedule 1 to the Dentists Act 1984¹.

Citation, commencement and interpretation

1. These Rules may be cited as the General Dental Council (Delegation of Functions) Rules 20260 and shall come into force on **[DATE]**
2. In these Rules-

“Act” means the Dentists Act 1984; and

“Council” means the General Dental Council as established by section 1 of the Dentists Act 1984.

Delegation of Functions

3. Subject to Rules 4 and 5, the Council delegates its functions under the Act to officers of the Council.
4. The functions in Schedule 1 are reserved to the Council.
5. The functions in Schedule 2 are delegated to the Chief Executive Officer, or their nominated deputy.
6. The functions in Schedule 3 are delegated to the Registrar, or their nominated deputy.
7. *When making the decisions in Schedule 1, the Council shall take account of any relevant advice or recommendations provided by relevant Committees, the Chief Executive Officer, and/or Registrar.*

Review

8. These Rules shall be reviewed by the Council at intervals of no more than 2 years.

¹ 1984 c.24; section 50C was inserted and paragraph 8(1)(b) of Schedule 1 amended by, S.I. 2005/2011

Transitional and savings provisions

9. The General Dental Council (Delegation of Functions) Rules 2020~~14~~ are revoked.

10. Nothing in these Rules shall affect the validity of any decision taken by the Council or on its behalf before the coming into force date.

Given under the official seal of the General Dental Council this **DATE**
In the absence of the seal, I confirm this is the decision of the Council.

Dr Helen Phillips, Chair of Council

Tom Whiting, Registrar and Chief Executive Officer

DRAFT

Schedule 1 – Functions reserved to the Council

1. The following functions are reserved to the Council –

<i>Function</i>	<i>Statutory reference</i>
Publication annually of a report on exercise of Council functions, a statistical report on arrangements for protection of the public and a strategic business plan	Section 2B(1)
Keep and prepare annual statement of accounts	Section 2C(1)
Appointment of external auditors	Section 2C(2)
Payment of inspectors	Section 9(5) and 10(2)
Appointment of Registrar	Section 14(2)
Determination of the Registrar's salary	Section 14(3)
Determination of Registrar's remuneration	Section 14(3)
Direct Registrar as to their duties in relation to the Register	Section 14(4)
Consultation on changes to English language guidance	Sections 15A(911) and 36CA(12)
Direct Registrar as to the details and form of the public register	Section 22(1) and 36G(1)
Act as Respondent to a statutory appeal	Section 29(4) and section 36S(7)
Set standards of proficiency, education and training for professions complementary to dentistry	Section 36D(1)
Approve qualifications for professions complementary to dentistry	Section 36D(2)
Undertake a consultation before making any changes to standards guidance	Sections 26B(5) and 36M(5)
Act as UK competent authority	Section 36ZA(1)
Pay Council and Committee members fees, allowances and expenses	Schedule 1, paras 6(2), 6(2A), 7(1) and 7(2)

Commented [JS1]: Payment of inspectors has been moved into the Scheme of Delegations (Council) and delegated to GDC staff (Education QA) which aligns with current practice on appointing associates in general.

Commented [KS2]: Decisions on Registrar's remuneration was delegated to the RemNom in 2022 so updating this to reflect that decision

Commented [JS3]: Removed as this provision has been repealed

Schedule 2 – Functions delegated to the Chief Executive Officer

1. The following functions are delegated to the Chief Executive Officer, or their nominated deputy –
 - a. Incur expenditure for the investigation and resolution of dental complaints (section 2D of the Act).

Schedule 3 – Functions delegated to the Registrar

1. The following functions are delegated to the Registrar, or their nominated deputy –
 - a. ~~Supervision of instruction given by dental schools and postgraduate institutions (section 9(1) to (4) of the Act)~~
 - b. ~~Appoint a person to be present at examinations (section 10(1) of the Act)~~
 - c. ~~a. Make a representation to the Privy Council if a course of study or examinations in dentistry does not provide the requisite knowledge and skills (section 11(1) of the Act)~~
 - b. ~~Make a representation to the Privy Council if a dental authority has tried to impose conditions on a candidate (section 12(1) of the Act).~~
 - d. ~~c. Designate a diploma as an appropriate European Diploma and keep and publish a list of such designated diplomas (section 15(2ZB) of the Act)~~

Commented [JS4]: Delegated to GDC staff closer to these functions.

Scheme of Delegation – Council’s Functions

Background

Schedule 1, paragraph 8(1) of the Dentists Act 1984 states that the Council may make rules for delegating its functions to committees including the Practice Committee, IOC, IC and the Registration Appeals Committee, or any officer of the GDC. However, paragraph 8(4) provides that the Council cannot delegate their power to make rules or regulations.

Notes

1. Where the Council is listed as the decision maker followed by details of GDC committees in brackets, this means the Council is the ultimate decision maker with support and information being provided by the relevant committee(s).
 2. Where reference is made to matters having been delegated to the “Registrar, or their nominated deputy”, this reflects Schedule 3 of the General Dental Council (Delegation of Functions) Rules 2020.
 3. [This document replaces the “Council’s Functions” document of 9 August 2022.](#)
- ~~2. Following the end of the Brexit transition period on 31 December 2020 at 11pm, the Council is now no longer required to carry out certain functions in relation to EU and EEA nationals. However, the Council is still required to carry out some of those functions in relation to a “Swiss dentist” and a “Swiss dental care professional” within the meanings as given by the European Qualifications (Health and Social Care Professions) (EFTA States) (Amendment etc.) (EU Exit) Regulations 2020, for up to four years after the end of the transition period. Those functions have been retained in this document and are highlighted in the colour peach.~~

PRIMARY LEGISLATION

Function	Statutory reference	Decision maker	GDC department with operational responsibility
<i>Protecting the public</i>			
To protect, promote and maintain health, safety and wellbeing of the public, public confidence, professional standards and conduct	1(1ZB)	Council	–

<u>Co-operating</u>			
To co-operate with public authorities, other bodies and persons	2A(1)	GDC staff	All
<u>Reporting</u>			
Publish annually a report on exercise of Council functions, a statistical report on arrangements for protection of the public and a strategic business plan	2B(1)	Council (Audit and Risk Committee and Finance and Performance Committee)	–
Submit copies of the reports and plan to the Privy Council	2B(2)	GDC staff	Governance (Legal and Governance)
Create system for declaration and registration of member's private interests	2E(1)	GDC staff	Governance (Legal and Governance)
Publish entries from the register of member's private interests	2E(2)	GDC staff	Governance (Legal and Governance)
<u>Accounting/Finance</u>			
Keep and prepare annual statement of accounts	2C(1)	Council (Audit and Risk Committee, Finance and Performance Committee, Registrar and Remuneration and Nomination Committee)	–
Appoint an auditor	2C(2)	Council (Audit and Risk Committee)	–

Publish and send a copy of statement of accounts	2C(4)	GDC staff	Governance (Legal and Governance)
<u>Complaints</u>			
Incur expenditure investigating and resolving complaints	2D(1)	Chief Executive	–
Incur expenditure resolving complaints	2D(3)	Chief Executive	–
<u>Education</u>			
Appoint a board of examiners for any examination leading to a degree or license in dentistry	4(1)	GDC staff	Education (Strategy) Not currently undertaken by GDC, the university appoints a board of examiners
Request course and examination information and conditions for obtaining a qualification from a dental authority	8	GDC staff	Education (Strategy)
Appoint inspectors to visit educational establishments (Dentist)	9(1)	GDC staff Registrar or their nominated deputy	Education (Strategy)
Make rules appointing inspectors to visit educational establishments (DCP)	36D(6)	Council	–
Specify matters relating to the instructions given at dental schools that visitors must report to the Council on	9(2)	GDC staff Registrar or their nominated deputy	Education (Strategy)
Send copy of inspection report to dental schools or post-graduate institutions for comment	9(3)	GDC staff Registrar or their nominated deputy	Education (Strategy)
Send copy of inspection report and any comments to the Privy Council	9(4)	GDC staff Registrar or their nominated deputy	Education (Strategy)

Commented [JS1]: Section 9(1) - 9(4) delegated to GDC staff closer to work underlying these functions. Rules updated accordingly.

Pay inspectors for inspecting establishments	9(5)	Council (Remuneration and Nomination Committee) GDC Staff	Education (Strategy) -	Commented [JS2]: GDC (Delegation of Functions) Rules 2026 updated to reflect this change
Council member can attend examinations, or appoint inspectors to attend (Dentist)	10(1)	GDC staff Registrar or their nominated deputy	Education (Strategy) -	
Make rules appointing inspectors for examinations (DCP)	36D(7)	Council	-	
Pay inspectors to attend examinations	10(2)	Council (Remuneration and Nomination Committee) GDC Staff	Education (Strategy) -	Commented [JS4]: GDC (Delegation of Functions) Rules 2026 updated to reflect this change
Make a representation to the Privy Council if a course of study or examinations in dentistry does not provide the requisite knowledge and skills	11(1)	Registrar or their nominated deputy	-	
Make a representation to the Privy Council if a dental authority has tried to impose conditions on a candidate	12(1)	Registrar or their nominated deputy	-	
Set standards of proficiency, education and training for professions complementary to dentistry	36D(1)	Council	-	
Approve qualifications for professions complementary to dentistry	36D(2)	Council	-	
Publish the standards of proficiency, education and training for professions complementary to dentistry and the approved qualifications	36D(3)	GDC staff	Education (Strategy)	
Ensure education or training establishments are aware of the standards of proficiency, education and training and the approved qualifications for professions complementary to dentistry	36D(4)	GDC staff	Education (Strategy)	
<u>The Registrar</u>				

Appoint Registrar	14(2)	Council (Remuneration and Nomination Committee)	-
Decide on Registrar's salary	14(3)	Remuneration and Nomination Committee Council (Remuneration and Nomination Committee)	-
Direct Registrar as to his duties in relation to the register	14(4)	Council (Remuneration and Nomination Committee)	-
<u>Registration</u>			
<u>Designate a diploma as an appropriate European Diploma and keep and publish a list of such designated diplomas</u>	15(2ZB)	Registrar or their nominated deputy	-(Regulation)
<u>Determine that a specified state qualification in dentistry does not meet the standards of knowledge and skill of a UK diploma in dentistry</u>	15(2B)	GDC staff	Registration (Regulation)
<u>Determine that a relevant qualification(s) does not meet the standards of knowledge and skill of an approved qualification granted by a UK institution</u>	36C(4C)/36C(4D)	GDC staff	Registration (Regulation)
<u>Specify what aptitude test/adaptation period/aptitude test and adaptation period must be passed by an applicant relying on a specified state qualification for registration</u>	15ZA(1)/36C(4E)	GDC staff	Registration (Regulation)
<u>Ensure need for aptitude test/adaptation period/aptitude test and adaptation period is proportionate</u>	15ZA(3)/36C(4G)	GDC staff	Registration (Regulation)

Provide reasons for requiring an aptitude test/adaptation period/ aptitude test and adaptation period upon written request	15ZA(4)/36C(4H)	GDC staff	Registration (Regulation)
Ensure aptitude tests are scheduled with reasonable frequency and at least once a year	15ZA(5)/36C(4I)	GDC staff	Registration (Regulation)
Publish guidance on the requisite knowledge of English	15A(1) 36CA(1)	GDC staff	Registration-Policy (RegulationStrategy)
Keep the guidance on requisite knowledge of English under review and publish varied guidance	15A(9)/36CA(10)/15A(10) /35CA(11)	GDC staff	Registration-Policy (RegulationStrategy)
Undertaking consultation before publishing, withdrawing or varying any guidance on the requisite knowledge of English	15A(11)/36CA(12)	Council	-
Charge a reasonable fee for provision of copy of guidance as to requisite knowledge of English	15A(12)/36CA(13)	GDC staff	Registration (Regulation)
Take into account specific matters when considering whether an applicant has knowledge and skill	15(4), 15(1)(c), 16(2A), 36C(4)(5)	GDC staff	Registration (Regulation)
Require individual who has passed a recognised overseas examination to be treated as holding a recognised overseas diploma	15(6)/16(6)/17(5)	GDC staff	Registration
Require an overseas diploma applicant to sit an examination, to confirm they have the requisite knowledge and skill	16(1)	GDC staff	Registration

Commented [AH5]: As per The European Qualifications (Health and Social Care Professions) (EFTA States) (Amendment etc.) (EU Exit) Regulations 2020, the requirement for the Council to carry out some functions in relation to a “Swiss dentist” and a “Swiss dental care professional” are no longer in effect. The functions were to be retained for up to four years after the end of the transition period, i.e. IP completion day (31 December 2020).

Make regulations as to the examinations for overseas diploma applicants <ul style="list-style-type: none"> • Fees for the examinations • Appoint inspectors to attend the examinations 	16(4)	Council	-	
Appoint persons to visit an overseas institution to check that the diploma meets the requisite knowledge and skills	16(2)/16(3)	GDC staff	Registration Not currently appointing visitors to visit overseas institutions	
Remunerate persons acting as visitors on behalf of the Council (under 16(3) visiting an institution or 16(4)(b) attending examinations for overseas applicants	16(5)	GDC staff	Registration Not currently visiting overseas institutions	
<u>Impose such other requirements on an overseas diploma applicant/relevant qualification applicant, as considered appropriate by the Council</u>	16A(2)(b)/36CB(2)(b)	<u>GDC staff</u>	<u>Registration (Regulation)</u>	
<u>Require the payment of fees for expenses incurred/to be incurred by the Council in determining whether an overseas diploma applicant/relevant qualification applicant has the requisite knowledge and skills</u>	16A(2)(c)/36CB(2)(c)	<u>GDC staff</u>	<u>Registration (Regulation)</u>	
<u>Recognise that an overseas diploma/relevant qualification of a particular kind provides guarantees as to the holder's knowledge and skill with no further enquiry</u>	16B(1)/36CC(1)	<u>GDC staff</u>	<u>Education (Strategy) (Regulation)</u>	
<u>Recognise the holder of said overseas diploma/relevant qualification as having met the requisite knowledge and skill</u>	16B(2)/36CC(2)	<u>GDC staff</u>	<u>Registration (Regulation)</u>	
<u>Require the payment of fees for expenses incurred/to be incurred by the Council in determining applications for the recognition of overseas diplomas/relevant qualifications</u>	16B(4)/36CC(4)	<u>GDC staff</u>	<u>Registration (Regulation)</u>	
Allow temporary registration of an applicant with an overseas diploma subject to provisions	17(1) 17(3A)	GDC staff	Registration (Regulation)	

Commented [AH6]: As per comment re. Swiss applicants.

<u>The Register</u>			
Make fees regulations	19(1)/19(1A)/36F(1) 36F(1A)	Council (Finance and Performance Committee)	-
Make regulations enabling the registrar to erase a person from dental care professionals register for failure to pay fee	36F(2)	Council	-
Direct Registrar as to the details/form of the published register	22(1)/36G(1)	Council	-
Refer restoration applicant (fraudulent entry removal) to the Professional Conduct Committee	24(4)/24(5)/36I(4)/36I(5)	GDC staff	Registration (Regulation) Advised by In-House Legal Advisory Service (Legal & Governance)
<u>Titles</u>			
• Make specialist list regulations setting out conditions	26(3)	Council	-

Commented [AH7]: Same again.

Commented [JS8]: Fraudulent entry (on registration) is currently delegated to ED of L&G in the registrar delegations. Although this relates to restoration, I think there should be consistency so suggest adding In-House Legal Advisory Service alongside Registration

<ul style="list-style-type: none"> Specialist lists – prescribe appropriate titles for distinctive branches of dentistry 			
Keep a list of prescribed dentistry titles	26(4)	GDC staff	Registration (Regulation)
Make regulations setting out fee for entry and retention of name on list	26(4A)	Council	–
Make specialist list regulations enabling the registrar to refuse to make or restore an entry until the fee has been paid as well as erase for non-payment of fee	26(4B)	Council	–
Publish kept list of prescribed titles	26(7)	GDC staff	Registration (Regulation)
Make regulations specifying DCP titles	36A(2)/36A(3)/36A(4)	Council	–
Consult on proposed DCP titles to be set out in regulations	36A(5)	Council	–
<i>Fitness to practise</i>			
Prepare and issue guidance as to expected standards of conduct, performance and practice	26B(1)/36M(1)	GDC staff	Policy (Strategy)
Keep guidance on standards under review and vary as appropriate	26B(3)/36M(3)	GDC staff	Policy (Strategy)
Before making any changes to standards guidance, undertake a consultation	26B(5)/36M(5)	Council	–
Publish guidance (the Standards)	26B(4)/36M(4)	GDC staff	Policy (Strategy)
Charge a fee for providing a copy of the standards guidance	26B(10)/36M(10)	GDC staff	Strategy
Make certain information relating to conditions of practice available to specified state professionals with a specified state qualification.	26C(1)/36MA(1)	GDC staff	Strategy
Deal promptly with enquiries from specified state professionals about conditions of practice	26C(2)/36MA(2)	GDC staff	Strategy

Make application to the Investigating Committee to review or revise a determination to refer to a Practice Committee	27A(8)/36O(8)	GDC staff	<ul style="list-style-type: none">• Fitness to Practise (Regulation)• In-house Legal Presentation Services (Legal & Governance)
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			<ul style="list-style-type: none"> Case and Contract Managers (who manage External Legal Providers) 	
Act as respondent to a section 29 appeal	29(4)/36S(7)	Council	-	
Apply to the court for an extension of an Interim Orders Committee order	32(8)/36V(8)	GDC staff	<ul style="list-style-type: none"> In-house Legal Presentation Services (Legal & Governance) Case and Contract Managers (who manage External Legal Providers) 	
Request employment or provision of dental services arrangement details from a person whose fitness to practice is being questioned	33B(1)/36Y(1)	GDC staff	Fitness to Practise (Regulation)	
Request information and/or documents from any person (not the subject) which would assist the Council or committees in their function	33B(2)/36Y(2)	GDC staff	Fitness to Practise (Regulation)	
Seek a court order for production of information if a person fails to comply with information request	33B(7)/36Y(7)	GDC staff	<ul style="list-style-type: none"> Fitness to Practise (Regulation) In-house Legal Presentation Services Case and Contract Managers (who manage External Legal Providers) (Legal & Governance) 	
Notify certain persons once a dentist's fitness to practise allegations have been referred to the Investigating Committee	33C(1)/33C(2)/36Z(1)/36Z(2)	GDC staff	Fitness to Practise (Regulation)	
Disclose information relating to a dentist's fitness to practise where it is in the public interest	33C(3)/36Z(3)	GDC staff	<ul style="list-style-type: none"> Fitness to Practise (Regulation) In-house Legal Presentation Services (Legal & Governance) Case and Contract Managers (who manage External Legal Providers) 	

EEA State and Switzerland requirements				
Act as UK competent authority	36ZA(1)	Council	-	
Carry out functions listed in Schedule 4ZA as far as relating to non-specialist matters	36ZA(3)	GDC staff	Registration	
Charge fee for provision of certificates referred to in Schedule 4ZA	36ZB	GDC staff	Registration Not currently charging fee for certificates	
Consider applications for partial access to the dental professions	Schedule 4ZA (Article 4f Directive 2005/36)	GDC staff	Registration Not currently considering applications for partial access	
Issue certificates: <ul style="list-style-type: none"> • attestations for persons established as dentists • to dentists confirming effective and lawful practice • confirmation of successful completion of basic dental training • certificates of current professional status • certificates confirming evidence of UK dental qualification is that covered by the Directive. 	Schedule 4ZA (Article 7(2)(b) Directive 2005/36) Schedule 4ZA (Article 23(1) Directive 2005/36) Schedule 4ZA (Article 23(6) Directive 2005/36) Schedule 4ZA (Article 50(1) and para 1(d) of Annex VII Directive 2005/36) Schedule 4ZA (Article 50(1) and para 2 of Annex VII Directive 2005/36)	GDC staff	<ul style="list-style-type: none"> • Registration • Registration Operations 	•
Provision and receipt of information relating to a person's standing and training	Schedule 4ZA (Article 50(2) Directive 2005/36)	GDC staff	Registration	

Commented [AH9]: As per The European Qualifications (Health and Social Care Professions) (EFTA States) (Amendment etc.) (EU Exit) Regulations 2020, the requirement for the Council to carry out some functions in relation to a "Swiss dentist" and a "Swiss dental care professional" are no longer in effect. The functions were to be retained for up to four years after the end of the transition period, i.e. IP completion day (31 December 2020).

	<p>Schedule 4ZA (Article 50(3) Directive 2005/36)</p> <p>Schedule 4ZA (Article 50(3a) Directive 2005/36)</p> <p>Schedule 4ZA (Article 50(3b) Directive 2005/36)</p> <p>Schedule 4ZA (Article 56(1) Directive 2005/36)</p> <p>Schedule 4ZA (Article 56(2) Directive 2005/36)</p> <p>Schedule 4ZA (Article 56(2a))</p>			
<i>Ensure any language controls on registrants comply with article 53 of the Directive</i>	Schedule 4ZA (Article 53 Directive 2005/36)	GDC staff	Registration	
<i>Informing competent authorities of change in registration status of individuals</i>	<p>Schedule 4ZA (Article 56a (1) and (2) Directive 2005/36)</p> <p>Schedule 4ZA (Article 56a(3) Directive 2005/36)</p> <p>Schedule 4ZA (Article 56a(4) Directive 2005/36)</p> <p>Schedule 4ZA (Article 56a(5) Directive 2005/36)</p> <p>Schedule 4ZA (Article 56a(6) Directive 2005/36)</p>	GDC staff	Registration Operations	

<i>Notifying the practitioner of an-IMI-alert-being-sent</i>	Schedule—4ZA—(Article 56a(6)-Directive-200/36)	GDC-staff	Registration-Operations	
<i>Keeping-IMI-alerts-up-to-date</i>	Schedule—4ZA—(Article 56a(7)-Directive-200/36)	GDC-staff	Registration-Operations	
<i>Ensuring-ease-of-access-for-dentist-and-dental-care-professionals-</i>	Schedule—4ZA—(Article 57a(1)-Directive-2005/36)	GDC-staff	Registration	
<u>Dental bodies corporate</u>				
Maintain a list of bodies_corporate carrying on the business of dentistry	43A(1)	Section has not been commenced	-	
Make regulations requiring a fee to be paid by bodies corporate when providing stipulated information	43A(7)	Section has not been commenced	-	
Increase the value of the financial penalty imposed on body corporates	43B(7)/44(6)	Section has not been commenced	-	
Publish order increasing penalty	43B(8)/44(7)	Section has not been commenced	-	
Recovery of financial penalty	43B(11)/44(10)	Section has not been commenced	-	
Pay financial penalties or recovered sums into the Consolidated fund	43B(13)/44(12)	Section has not been commenced	-	
<u>Publication of Information</u>				
Determine form in which information or guidance to be published	50B(1)	Executive Directors – All Directorates	-	
<u>Governance</u>				

Governance			
Power to make rules such as: <ul style="list-style-type: none"> • Indemnity rules (26A) • Constitution rules for IC, IOC, PC and RAC (2(6A)) • Review determination (27(6A) and 27AB) • Rules regarding undertakings (27A(13)) • Rules delegating IC functions (27AA) • CPD rules (34A and 34B) • DCP register rules (36B) • Qualification withdrawal rules (36D(5)) 	50C(1)/50C(5)/50C(6)	Council	–
To consult before making rules under Section 16A(1), 16B(3), 36CB(1), 36CC(3) , Schedule 3 or 4B	50D(1)	Council	–
To consult before making rules relating to bodies corporate	50D(6)	Not applicable as section 43A not commenced	–
Make rules delegating to committees or any officer	Schedule 1, para 8(1)	Council (Audit and Risk Committee)	–
Create standing orders in order to regulate its procedures and the procedures of committees and sub-committees	Schedule 1, para 8A(1)	Council	–
Create standing orders in order to provisionally suspend Council Member	Schedule 1, para 8A(2)	Council	–
General powers			
Pay Council and Committee members fees and allowances	Schedule 1, para 6(2)/ Schedule 1, para 6(2A)	Council	–
Pay expenses	Schedule 1, para 7(1)/ Schedule 1, para 7(2)	Council (Remuneration and Nomination Committee)	–

Use/Allocate Council income for education or research	Schedule 1, para 7(1)	GDC staff	<ul style="list-style-type: none"> Education (Strategy) Research and Intelligence (Strategy)
<u>Appointments</u>			
Appoint legal advisers	Schedule 4C, para 1(1)	Statutory Panellists Assurance Committee	-
Pay fees, allowances or expenses to legal advisers	Schedule 4C, para 1(6)	GDC staff	People Services (Corporate Resources) (on Council approved policy)
Appoint medical advisers	Schedule 4C, para 2(1)	Statutory Panellists Assurance Committee	-
Pay fees, allowances or expenses to medical advisers	Schedule 4C, para 2(5)	GDC staff	People Services (Corporate Resources) (on Council approved policy)
Appoint professional advisers	Schedule 4C, para 3(1)	Statutory Panellists Assurance Committee	-
Pay fees, allowances or expenses to professional advisers	Schedule 4C, para 3(5)	GDC staff	People Services (Corporate Resources) (on Council approved policy)

Commented [JS10]: This more accurately reflects the language of the legislation.

SECONDARY LEGISLATION

EDUCATION

THE GENERAL DENTAL COUNCIL (PROFESSIONS COMPLEMENTARY TO DENTISTRY) (QUALIFICATIONS AND SUPERVISION OF DENTAL WORK) RULES ORDER OF COUNCIL 2006

Function	Statutory reference	Decision maker	GDC department with operational responsibility
Withdrawal of approval of qualifications for DCPs	2	Registrar	–
Procedure in relation to a decision to withdraw approval – taking into account observations	3(1)	GDC staff	Education (Strategy)
Procedure in relation to a decision to withdraw approval – notifying the establishment	3(2)	GDC staff	Education (Strategy)
Effect of withdrawal of approval – give opportunity to study elsewhere	4(1)	GDC staff	Education (Strategy)

THE GENERAL DENTAL COUNCIL (PROFESSIONS COMPLEMENTARY TO DENTISTRY) (VISITORS) RULES 2006

Function	Statutory reference	Decision maker	GDC department with operational responsibility
Appointment of visitors to visit establishment and attend examinations/ assessments	2(1)	GDC staff	Education (Strategy)
Send visitor reports to the establishment and invite comments	3(1)	GDC staff	Education (Strategy)

DENTAL REGISTERS

THE GENERAL DENTAL COUNCIL (DENTISTS REGISTER) REGULATIONS 2014

Function	Statutory reference	Decision maker	GDC department with operational responsibility
Determine information to be provided in support of registration application	10	GDC staff	Registration (Regulation)

THE GENERAL DENTAL COUNCIL (DENTAL CARE PROFESSIONALS REGISTER) RULES 2014			
Function	Statutory reference	Decision maker	GDC department with operational responsibility department with operational responsibility
Determine and publish application form	10(a)	GDC staff	Registration (Regulation)
Request information about registration application	14	GDC staff	Registration (Regulation)
Determine self-declaration form	Schedule, para 2(c)	GDC staff	Registration (Regulation)

THE GENERAL DENTAL COUNCIL (PROFESSIONS COMPLEMENTARY TO DENTISTRY) REGULATIONS ORDER OF COUNCIL 2006			
Function	Statutory reference	Decision maker	GDC department with operational responsibility
Specify and publish details of area of practice needed in order to demonstrate knowledge and skill, details of access to registration assessment and information on access to registration training	4(1)	GDC staff	Registration (Regulation)
Establish and publish criteria they have had regard to	4(3)	GDC staff	Registration (Regulation)

Commented [JS11]: These were transitional powers which operated for two years from 2006 therefore can now be removed.

THE GENERAL DENTAL COUNCIL (DENTAL CARE PROFESSIONALS) (INTERNATIONAL REGISTRATION) RULES 2023			
Function	Statutory reference	Decision maker	GDC department with operational responsibility
Specify in a determination that a person must perform a test or assessment to the satisfaction of the Council, to demonstrate knowledge and skill	3(1)	GDC Staff	Registration (Regulation)

SPECIALIST LISTS

THE GENERAL DENTAL COUNCIL (SPECIALIST LIST) REGULATIONS ~~2008~~ 2024

Function	Statutory reference	Decision maker	GDC department with operational responsibility
Award of a CCST	3(1) 4(1)	GDC staff	Registration (Regulation)

Requirements for specialist training leading to a CCST to meet conditions specified in Articles 35 or 22(a) of Directive 2005/36/EC	5(2)	GDC staff	Education (Strategy)
Withdraw approval of specialist training	4(2)(b) 5(3)	GDC staff	Education (Strategy)
Take into account dental qualifications, knowledge or experience, wherever acquired of an exempt person	6(2)	GDC staff	Registration
Determine date ARF to be paid	(9)(2) 8(1)	Council	-
Provide restoration application form and set restoration fee	(9)(3) 8(2)	GDC staff	Registration (for providing application form only) (Regulation)
Specify length of time previous name to be entered alongside new name	(9)(5) 8(4)	GDC staff	Registration (Regulation)

Commented [AH12]: As per comment above.

FEES

THE GENERAL DENTAL COUNCIL (DENTISTS) (FEES) REGULATIONS 2021 20252026		
Function	Statutory reference	Decision maker
Set fees	2(1)	Council

Commented [JS13]: To reflect recent approval of 2026 Fees Regs at Council on 24 April 2026

THE GENERAL DENTAL COUNCIL (SPECIALIST) (FEES) REGULATIONS 2017		
Function	Statutory reference	Decision maker
Set fees	3	Council

THE GENERAL DENTAL COUNCIL (PROFESSIONS COMPLEMENTARY TO DENTISTRY) (FEES) REGULATIONS 2021 202565		
Function	Statutory reference	Decision maker
Set fees	2(1)	Council

APPEALS

THE GENERAL DENTAL COUNCIL (SPECIALIST LIST) APPEALS REGULATIONS 2009			
Function	Statutory reference	Decision maker	GDC department with operational responsibility
Approve procedures for appointing appeal panel members and conduct of appeals	2(2)	GDC staff	<ul style="list-style-type: none"> • Dental Professional Hearings Service (Regulation) Hearings (Regulation) • People Services (Corporate Resources)
Appoint Director of Appeals and set terms of appointment	Schedule, para 1(1)	GDC staff	<ul style="list-style-type: none"> • Dental Professional Hearings Service (Regulation) - (Decision makers) People Services & (Corporate Resources) - (Implement decision)
Appoint Deputy Director of Appeals	Schedule, para 1(5)	GDC staff	<ul style="list-style-type: none"> • Dental Professional Hearings Service (Regulation) - (Decision makers) • People Services (Corporate Resources) - (Implement decision) People Services- (Corporate Resources)
Determine remuneration, pension, allowances and expenses	Schedule, para 2	Council	-
Submit documents to the Director of Appeals	Schedule, para 5(7)	GDC staff	Dental Professional Hearings Service (Regulation) Hearings (Regulation)
Elect an oral hearing	Schedule, para 6(2)	GDC staff	<ul style="list-style-type: none"> • Dental Professional Hearings Service Hearings (Regulation) • (Regulation) • Registration (Regulation)
Set appeal fees	Schedule, para 7(2)	GDC staff	Dental Professional Hearings Service (Regulation) Hearings (Regulation)
Have a legal representative represent the Council at a hearing	Schedule, para 12(8)	GDC staff	In-house Legal Advisory Service (Legal & Governance)

Comply with appeal determination within 15 working days	Schedule, para 17(4)	GDC staff	Registration (Regulation)
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FITNESS TO PRACTISE

GENERAL DENTAL COUNCIL (FITNESS TO PRACTISE) RULES ORDER OF COUNCIL 2006			
Function	Statutory reference	Decision maker	GDC department with operational responsibility
Submit a rule 6E application	6E(1)(b)	GDC staff	<ul style="list-style-type: none"> In-house Legal Presentation Services (Legal & Governance) Case and Contract Managers (who manage External Legal Providers)
Proving facts alleged in the notification of hearing	57(4)	GDC staff	<ul style="list-style-type: none"> In-house Legal Presentation Services (Legal & Governance) Case and Contract Managers (who manage External Legal Providers)
Authenticate statement of the findings of fact made by the Board concerning a person included on the barred list	57(6A)	GDC staff	Fitness to Practise (Regulation)
Authenticate statement of findings of fact made by Scottish Ministers concerning a person who has been included in the children's list or the adult's list	57(6B)	GDC staff	Fitness to Practise (Regulation)
Electronically record hearings and meetings	61(1)	GDC staff	<ul style="list-style-type: none"> Dental Professional Hearings Service Hearings (Regulation) IT (Corporate Resources)

GOVERNANCE**THE GENERAL DENTAL COUNCIL (CONSTITUTION OF COMMITTEES) RULES ORDER OF COUNCIL 2009**

Function	Statutory reference	Decision maker
Appoint the members and chair of the Appointments Committee	3(2)	Council (Statutory Panellists Assurance Committee)
Set minimum attendance levels for members	7(1)(h)	Council
Set minimum education and training requirements for members	7(1)(j)	Council

STANDING ORDERS FOR THE CONDUCT OF BUSINESS OF THE COUNCIL AND COMMITTEES 2022

Function	Statutory reference	Decision maker
Suspend Standing Orders	1.5	Council
Continue to establish Non-Statutory Committees	2.1	Council
Continue to establish the Appointments Committee	2.2	Council
Approve terms of reference and changes to terms of reference	2.3	Council
Establish Working Groups	2.4	Council
Appoint Chair of the Appointments Committee	3.3	Council
Appoint members of the Appointments Committee	3.3	Council (Statutory Panellists Assurance Committee)
Make proposals for the appointment of Council Members as Non-Statutory Committee Chairs	3.4	Council

Hold meetings	4.1	Council
Convene a special meeting	4.5(a)	Council, Chair of Council or four Council Members
Convene an emergency meeting	4.5(c)	Council, Chair of Council, Chair of the Audit and Risk Committee or four Council Members
Make a ruling concerning the Chair	8.5	Council
Note or receive papers in between meetings	9.11	Council
Nominate a Deputy Chair to serve as Chair if the Council Chair is absent or unavailable	12.5	Council
Appoint the Senior Independent Council Member	12.8	Council
Determine Registrar's length of office	12.13	Council
Invite any person to speak, give advice or answer questions	12.20	Council
Direct Secretary to arrange training for Members	13.4/13.6	Council
Establish system of performance appraisals of Members	13.5	Council (Remuneration and Nomination Committee)
Approve policies and procedures governing code of conduct for Members	14.1	Council
Rule on question of conduct when it concerns the Chair	14.2	Council
Provisionally suspend a Member	15.2	Council
Terminate provisional suspension of Member if Privy Council decides not to suspend/remove	15.4	Council
Recommend to Privy Council the lifting of a Member's suspension	15.6	Council

THE GENERAL DENTAL COUNCIL (CONSTITUTION) ORDER 2009		
Function	Statutory reference	Decision maker
Set the education and training requirements for Council Members	4/6(1)(h)	Council
Set minimum attendance levels for Council Members	6(1)(g)(i)	Council
Consider whether to provisionally suspend a Council Member (via standing order)	7(4)/10(3)(d)	Council
Notify Privy Council of provisional suspension	7(5)	Council
Terminate provisional suspension of Council Member if Privy Council decides not to terminate	7(6)	Council
Nominate a deputy chair to serve in chair's absence	10(2)	Council
Terminate deputy appointment	10(3)(e)	Council

NO DUTIES OR POWERS LISTED

- The General Dental Council (Continuing Professional Development) (Dentists and Dental Care Professionals) Rules Order of Council 2017
- The General Dental Council (Professions Complementary to Dentistry) (Business of Dentistry) Rules Order of Council 2006
- The General Dental Council (Professions Complementary to Dentistry) (Dental Hygienists and Dental Therapists) Regulations Order of Council 2006
- The General Dental Council (Delegations of Functions) Rules 2020 – sections 9(1) – 9(4) and 10(1) of the Dentists Act 1984 sets out functions with respect to education that the Council must/may carry out. However, these rules delegated these functions to the Registrar
- ~~The General Dental Council (Overseas Registration Examination Regulations) Order of Council 2015 – repealed except for Schedule 1~~
- [The General Dental Council \(Dentists\) \(International Registration\) Rules 2023](#)
- The General Dental Council (Registration Appeals) Rules Order of Council 2006
- The General Dental Council (Indemnity Arrangements) (Dentists and Dental Care Professionals) Rules Order of Council 2015
- The General Dental Council (Appointments Committee and Appointment of Members of Committees) Rules Order of Council 2006

Dated: [9 August 2022](#) [May 2026](#)

Scheme of Delegation – Registrar’s Functions

Background

Section 14(5) of the Dentists Act 1984 (“the Act”) provides that the Registrar may delegate, either generally or specifically, any of their functions to any of the Council’s officers. This document sets out all the Registrar’s delegations under the Act, as well as applicable rules, orders and regulations.

Unless otherwise provided for in this document, the Registrar’s functions are delegated to GDC staff. All delegations must be exercised in accordance with criteria and guidance which the Registrar will approve from time to time.

The tables below set out the delegation of certain functions to particular members or categories of staff and the conditions under which the delegation may be exercised. In those cases, the post holder or category of staff referred to will be the lowest permissible grade of staff who may take a decision, but a member of staff of a higher grade within the same line of management may take the decision instead.

Where the function is expressly delegated to the Executive Director, Legal and Governance they must make their decision after consultation with a Senior Advisory Lawyer or following an initial decision by a Senior Advisory Lawyer, whose recommendations will also be recorded. In the absence of the Executive Director, Legal and Governance, those functions shall be exercised by Senior Counsel and ~~the Head of the In-house Legal Advisory Service~~ Associate Director, of Legal. In the absence of Senior Counsel and the Head of the In-house Legal Advisory Service ~~Associate Director, Legal~~ those functions shall be exercised by a Principal Advisory Lawyer.

Where any function is delegated to the Chief Operating Officer or an Executive Director, they shall make the decision after consultation with senior staff, whose recommendations will also be recorded.

The Registrar may delegate their statutory functions, entirely or in part, to a Deputy Registrar when the Registrar is going to be absent from the office. The Registrar will inform directors and relevant staff of such arrangements.

For the purposes of emergency decisions in the absence of the Registrar when no Deputy Registrar has been designated, the Registrar delegates their statutory registrar functions to the Executive Director, Legal and Governance. The Executive Director, Legal and Governance will take advice as appropriate before making a decision.

Legal advice – all GDC staff are authorised to instruct and receive legal advice from lawyers in the Legal and Governance Directorate. Where there is general delegation of operational responsibility to the In-House Legal Advisory Service in connection with registration appeals, this is exercised on the basis of instructions received from Registration staff.

Notes

1. This document replaces the "Registrar's delegations" document ~~dated 26 July 2019~~ 9 August 2022.
2. All the Registrar's functions are covered by the general delegation to all staff unless it is a function that has been reserved to the Registrar or specifically delegated to particular members or categories of staff. The information in the column "General delegation – operational responsibility" sets out which Directorates/Teams exercise the delegated authority in practice.
3. ~~Following the end of the Brexit transition period on 31 December 2020 at 11pm, the Registrar is now no longer required to carry out certain functions in relation to EU and EEA nationals. However, the Registrar is still required to carry out some of those functions in relation to a "Swiss dentist" and a "Swiss dental care professional" within the meanings as given by the European Qualifications (Health and Social Care Professions) (EFTA States) (Amendment etc.) (EU Exit) Regulations 2020, for up to four years after the end of the transition period. Those functions have been retained in this document and are highlighted in the colour peach.~~

PRIMARY LEGISLATION

THE DENTISTS ACT 1984			
Function	Statutory reference	General delegation – operational responsibility	Reserved/Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
<u>Delegation</u>			
Generally or specifically delegate functions	14(5)	–	–
<u>Complaints</u>			
Incur expenditure investigating and resolving complaints	2D(1)	Not suitable for delegation as rule 5 of the GDC (Delegation of Functions) Rules 2020 provides this function is delegated by the	–

		Council to the Chief Executive Officer, or their nominated deputy	
Incur expenditure resolving complaints	2D(3)	Not suitable for delegation as rule 5 of the GDC (Delegation of Functions) Rules 2020 provides this function is delegated by the Council to the Chief Executive Officer, or their nominated deputy	-
<u>Education</u>			
Appoint inspectors to attend dental schools and post-graduate institutions	9(1)	Not suitable for delegation as rule 6 of the GDC (Delegation of Functions) Rules 2020 provides this function is delegated by the Council to the Registrar, or their nominated deputy <u>GDC Staff</u>	<u>Education (Strategy) –</u>
Specify matters relating to the instructions given at dental schools that visitors must report to the Council on	9(2)	Not suitable for delegation as rule 6 of the GDC (Delegation of Functions) Rules 2020 provides this function is delegated by the Council to the Registrar, or their nominated deputy <u>GDC Staff</u>	<u>Education (Strategy) –</u>
Send copy of inspection report to dental schools or post-graduate institutions for comment	9(3)	Not suitable for delegation as rule 6 of the GDC (Delegation of Functions) Rules 2020 provides this function is delegated by the Council to the Registrar, or their nominated deputy	<u>Education (Strategy) –</u>

		<u>GDC Staff</u>	
Send copy of inspection report and any comments to the Privy Council	9(4)	Not suitable for delegation as rule 6 of the GDC (Delegation of Functions) Rules 2020 provides this function is delegated by the Council to the Registrar, or their nominated deputy <u>GDC Staff</u>	<u>Education (Strategy) –</u>
Be present at or appoint inspectors to attend dental examinations	10(1)	Not suitable for delegation as rule 6 of the GDC (Delegation of Functions) Rules 2020 provides this function is delegated by the Council to the Registrar, or their nominated deputy <u>GDC Staff</u>	<u>Education (Strategy) –</u>
Make a representation to the Privy Council if a course of study or examinations in dentistry does not provide the requisite knowledge and skills	11(1)	Not suitable for delegation as rule 6 of the GDC (Delegation of Functions) Rules 2020 0 provides this function is delegated by the Council to the Registrar, or their nominated deputy	–
Make a representation to the Privy Council if a dental authority has tried to impose conditions on a candidate	12(1)	Not suitable for delegation as rule 6 of the GDC (Delegation of Functions) Rules 2020 0 provides this function is delegated by the Council to the Registrar, or their nominated deputy	–

Commented [JS1]: Delegation amended to GDC staff closer to the work underpinning these functions. The Rules have been updated accordingly.

<u>The Register</u>			
Keep the registers	14(2)/36B(2)	<u>Customer Service Operations (Corporate Resources)Registration</u>	–
Publish the registers	22(1)/36G(1)	<u>Customer Service Operations (Corporate Resources)Registration</u>	–
Provide a copy or an extract of the registers	22(2)/36G(2)	<u>Customer Service Operations (Corporate Resources)Registration</u>	–
<u>Registration</u>			
Register	15(3)/15(4)/ 17(1)/17(2)/ 18(3)/18(5) 36C(1)/36Z3(3)/ Schedule 4, para 3(4)	<u>Customer Service Operations (Corporate Resources)Registration</u>	–
<u>Enter-visiting dentist's qualifications in register</u>	Schedule 4, para 5(4)	Registration	–
<u>Renew a visiting practitioner's registration</u>	Schedule 4, para 7(4)	Registration	–
Review and take into account guidance published by the Council regarding a person's necessary knowledge of English	15A(2)/36CA(2)	Registration <u>(Regulation)</u>	–
Request further information from an applicant regarding their knowledge of English	15A(4)/15A(4A)/ 36CA(4)/36CA(4 A)	Registration <u>(Regulation)</u>	–
Require an exam or other assessment regarding a person's knowledge of English to be taken by a specified date and provide information about the exam or assessment	15A(6)/15A(6A)/ 36CA(6)/36CA(6 A)	Registration <u>(Regulation)</u>	–

Commented [AH2]: As per The European Qualifications (Health and Social Care Professions) (EFTA States) (Amendment etc.) (EU Exit) Regulations 2020, the requirement for the Council to carry out some functions in relation to a "Swiss dentist" and a "Swiss dental care professional" are no longer in effect. The functions were to be retained for up to four years after the end of the transition period, i.e. IP completion day (31 December 2020).

Acknowledge registration application and inform if documents are missing within one month of receipt	21A(2)	<ul style="list-style-type: none"> Registration (Regulation) Registration Support Registration 	-
For applicants with a specified state qualification in dentistry, give adequate time to complete application process and deal promptly with application	21A(2ZA)	Registration (Regulation)	=
For DCP applicants with a specified state qualification: <ul style="list-style-type: none"> Acknowledge receipt of registration application and inform if documents are missing within one month of receipt Give adequate time to complete application process Ensure required information is no more than necessary to satisfy requirements Accept certified copies of documents Deal promptly with application and notify of outcome within four months 	36EA	Registration (Regulation)	=
<u>Notify of entitlement to be registered</u>	21A(2B)/36C(6B)	Registration	-
Notify of outcome of registration application within the specified period	21A(3)/21A(3A)	Registration (Regulation)	-
Notify of appealable registration decision, reasons and right of appeal	Schedule para 3(1) (Dentist) Schedule para 3(1) (DCP)	2A, 4A, Registration (Regulation) Customer Service Operations (Corporate Resources)	-
Extend time for bringing a registration appeal if satisfied applicant did not receive notification of decision	Schedule para 5 (Dentist)	2A, -	Executive Director, Legal and Governance Head of Hearings and Dental Complaints Service

Commented [JS3]: In line with current practices

	Schedule 4A, para 5 (DCP)		
<u>Annual retention fee</u>			
Restore to register following failure to pay ARF	19(2A)/36F(3)	Customer Service Operations (Corporate Resources) Registration	–
Notify and provide reasons for refusing to restore following failure to pay ARF	19(2B)/36F(4)	Customer Service Operations (Corporate Resources) Registration	–
<u>Erasure/Restoration</u>			
Erase a deceased registrant	23(1)/36H(1)	Registration Operations Customer Service Operations (Corporate Resources)	–
Erase (with consent) if a registrant stops practising – voluntary removal	23(2)/36H(2)	–	<ul style="list-style-type: none"> • Level 1: Registration — Operations Officer (Corporate Resources) • Level 2: Executive Director Senior Counsel and Associate Director of Legal (Legal and Governance) <p><i>Requests where there are no known fitness to practise matters, actual or anticipated</i></p> <p><i>All cases that are not within level 1 or 3</i></p> <ul style="list-style-type: none"> • Level 3:

Restore following failure to comply or for breaching indemnity rules	26A(10)/36L(10)	Registration <u>(Regulation)</u>	–
Erase for failing to comply with CPD rules	34A(2)/36Z1(2)	<u>Customer Service Operations</u> <u>Registration</u> <u>(Corporate Resources)</u>	–
<i>Erase visiting dentists from EEA States and Switzerland for failing to comply with CPD rules only when appropriate and proportionate</i>	34A(3)/36Z4(3)	–	Registration-Operations-Officer
Restore following failure to comply with CPD rules	34A(3)/36Z1(3)	Registration <u>(Regulation)</u>	–
Remove for being subject to a disqualifying decision from an EEA State or Switzerland	35(3)	<u>Customer Service Operations</u> <u>Registration</u> <u>(Corporate Resources)</u>	–
<i>Erase a visiting dentist</i>	Schedule 4, para 3(4)	–	Registration-Operations-Officer
<i>Erase a visiting DCP from an EEA State or Switzerland if no longer entitled to registration under regulation 12 of the General Systems Regulations</i>	36Z3(6)	–	Registration-Operations-Officer
<u>Fitness to practise</u>			
Investigate an allegation	27(6)/36N(6)	<ul style="list-style-type: none"> • Fitness to Practise Casework <u>(Regulation)</u> • In-house Legal Presentation Services <u>(Legal and Governance)</u> <ul style="list-style-type: none"> • Case and Contract Managers (who manage External Legal Providers) 	–

Refer an allegation to IC	27(5)(a)/ 36N(5)(a)	–	Fitness to Practise Casework Manager (on advice from Fitness to Practise Caseworker) (Regulation)
Refer to IOC	27(5)(b)/ 36N(5)(b) <i>Linked: Rule 3(2)(b) Fitness to Practise Rules 2006</i>	–	Executive Director Principal Advisory Lawyer (-Legal and Governance)
Enter warnings on the register (directed by IC)	27A(3)/36O(3)	Dental Professional Hearings Service Hearings	–
Remove warnings from the register (directed by IC)	27A(12)(b)/ 36O(12) (b)	Dental Professional Hearings Service Hearings	–
Enter undertakings in register (directed by IC)	27A(6C)/ 36O(6C)	Registration Operations - Customer Service Operations (Corporate Resources)	–
Notify registrant and informant the IC's decision	27A(7)/36O(7)	<ul style="list-style-type: none"> • Fitness to Practise Casework • Case Examiner Support and Rule 4 team • (Regulation) 	–
Notify registrant of IOC's decision	32(7)(a)/ 36V(7)(a)	Dental Professional Hearings Service Hearings	–
Notify registrant of a Practice Committee's decision	27B(8)/36P(9)	Dental Professional Hearings Service Hearings	–
Notify registrant of immediate order of suspension or conditions and right to request termination by court	30(4)/36U(4)	Dental Professional Hearings Service Hearings	–
Notify registrant of a Practice Committee's resumed hearing determination	27C(6)/36Q(6)	Dental Professional Hearings Service Hearings	–

Enter in register suspensions, conditions and variation decisions	33A(1)/36X(1)	<u>Dental Professional Hearings</u> <u>Service Hearings</u>	–
Erase suspension, conditions or variation directions/orders once expired	33A(2)/36X(2)	<u>Registration Operations-Customer Service Operations</u> <u>(Corporate Resources)</u>	–
Erase the entry in respect of a registrant from the register	33A(4)/36X(4)	<u>Registration Operations-Customer Service Operations</u> <u>(Corporate Resources)</u>	–
Request IC review decision to refer to Practice Committee	27A(8)(b)	–	Executive Director, Legal and Governance
Request IC review decision to issue warning	27A(11)(a)	–	Reserved
Refer application to restore, following erasure by Practice Committee, to the PCC	28(3)/36R(3)	<u>Registration (Regulation)</u> <u>In-House Legal Advisory Service</u> <u>(Legal and Governance)</u> <u>Registration</u>	–
Notify applicant of PCC's decision to refuse application to restore and right to appeal	28(7)/36R(7)	<u>Dental Professional Hearings</u> <u>Service Hearings</u>	–
Notify applicant of PCC's decision to grant application to restore and inform of right to appeal if conditions imposed	28(8)/36R(8)	<u>Dental Professional Hearings</u> <u>Service Hearings</u>	–
Notify applicant of PCC's decision not to consider any further applications to restore	28(10)/36R(10)	<u>Dental Professional Hearings</u> <u>Service Hearings</u>	–
Restore a person to the register following PCC's decision to restore	33A(5)/36X(5)	<u>Customer Service Operations</u> <u>(Corporate Resources)</u> <u>Registration</u>	–
Extend time for bringing an appeal if satisfied registrant did not receive notification of a Practice Committee's decision	29(1C)/36S(4)	–	Executive Director, Legal and Governance

Disclose fitness to practise information	33C(3)/36Z(3)	–	<ul style="list-style-type: none"> • Fitness to Practise Caseworker in consultation with Fitness to Practise Casework Manager (Regulation) • In-house Legal Presentation Services (Legal and Governance) • Case Contract Managers (who manage External Legal Providers) • Senior Advisory Lawyers (Legal and Governance)
<u>Financial penalties</u>			
Refer a company that fails to provide information to the PCC	43B(1)	Section has not been commenced	Executive Director, Legal and Governance
Notify PCC's decision to impose financial penalty and right of appeal (person)	43B(10)	Section has not been commenced	–
Notify PCC's decision to impose financial penalty and right of appeal (body corporate)	44(9)	Dental Professional Hearings Service Hearings	–
Extend time for bringing an appeal if satisfied person/body corporate did not receive notification of decision	44B(3)	–	Executive Director, Legal and Governance
<u>Publication of information</u>			
Determine how information or guidance is published (except when rules determine how Committee decisions are published)	50B(1)	–	Executive Directors – All Directorates

SECONDARY LEGISLATION

REGISTRATION APPEALS

THE GENERAL DENTAL COUNCIL (REGISTRATION APPEALS) RULES ORDER OF COUNCIL 2006			
Function	Statutory reference	General delegation operational responsibility	Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
Appoint Hearings Director/delegate registration appeal hearing functions	2	<u>Dental Professional Hearings Service Hearings</u>	–
Request a registration appeal hearing	4(2)	<ul style="list-style-type: none"> • <u>Hearings</u> • <u>Registration (Regulation)</u> • <u>Customer Service Operations (Corporate Resources)</u> 	–

Commented [JS4]: Only the parties can request a hearing under 4(2):

(2) If either party has requested that a hearing be held, or the Committee determine that it would be desirable to hold a hearing, the appeal shall be determined by way of a hearing.

		<ul style="list-style-type: none"> • In-house Legal Advisory Service (<u>Legal and Governance</u>) 	
Agree that a registration appeal hearing is not required (conduct on papers)	4(3)(b)	<ul style="list-style-type: none"> • <u>Registration (Regulation)</u> • <u>Customer Service Operations (Corporate Resources)</u> • <u>Dental Professional Hearings Service Hearings</u> • <u>In-house Legal Advisory Service</u> • <u>_____</u> 	-
Send appeal evidence to registration appeal Hearings Director	6(3)	<u>Dental Professional Hearings Service Hearings</u>	-
Notify registration appeal Hearings Director if attending hearing, whether witnesses will be called and their names and addresses	7(1)	<ul style="list-style-type: none"> • <u>Registration (Regulation)</u> • <u>In-house Legal Advisory Service (Legal and Governance)</u> 	-
Attend registration appeal <u>directions</u> hearing <u>or substantive hearing</u>	9(3)	<ul style="list-style-type: none"> • <u>Registration (Regulation)</u> • <u>Customer Service Operations (Corporate Resources)</u> • <u>In-house Legal Advisory Service (Legal and Governance)</u> • <u>In-house Legal Advisory Service</u> • <u>_____</u> 	-
<u>Apply to postpone or adjourn a registration appeal hearing</u>	<u>12(1)</u>	<ul style="list-style-type: none"> • <u>Registration (Regulation)</u> • <u>Customer Service Operations (Corporate Resources)</u> 	

		<ul style="list-style-type: none"> • <u>In-house Legal Advisory Service (Legal and Governance)</u> 	
Address registration appeal Committee	15(1)(a)	<ul style="list-style-type: none"> • <u>Registration (Regulation)</u> • <u>Customer Service Operations (Corporate Resources)</u> • <u>In-house Legal Advisory Service (Legal and Governance)</u> • <u>In-house Legal Advisory Service</u> 	-
Give evidence at registration appeal hearing	15(1)(b)	<ul style="list-style-type: none"> • <u>Registration (Regulation)</u> • <u>Customer Service Operations (Corporate Resources)</u> 	-
Call witnesses and cross examine at registration appeal hearing	15(1)(c)	<ul style="list-style-type: none"> • <u>Registration (Regulation)</u> • <u>Customer Service Operations (Corporate Resources)</u> • <u>In-house Legal Advisory Service (Legal and Governance)</u> • <u>In-house Legal Advisory Service</u> 	-
Cross examine other sides witnesses at registration appeal hearing	15(1)(d)	<ul style="list-style-type: none"> • <u>Registration (Regulation)</u> • <u>Customer Service Operations (Corporate Resources)</u> 	-

Commented [JS5]: Rule 14(2)(C) allows the Council to be represented by a member of staff so we should preserve this is the SOD:

14.— Conduct of hearing (1) The Committee shall hear an appeal in public unless they are satisfied that, in the interests of justice or for the protection of the private or family life of the appellant or of any other person, the public should be excluded from all or part of the hearing. (2) The parties may be represented at the hearing by— (a) a barrister or solicitor; (b) in the case of the appellant, a professional colleague, any officer or member of any organisation of which he is a member or any member of his family, whether or not legally qualified; (c) in the case of the registrar, an employee of the Council, whether or not legally qualified.

		<ul style="list-style-type: none"> In-house Legal Advisory Service (Legal and Governance) 	
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DENTAL REGISTER

THE GENERAL DENTAL COUNCIL (DENTISTS REGISTER) REGULATIONS 2014			
Function	Statutory reference	General delegation – operational responsibility	Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
Keep the dentists register	5	<u>Customer Service Operations (Corporate Resources)Registration</u>	–
Keep register in an electronic format	6	<u>Customer Service Operations (Corporate Resources)Registration</u>	–
Keep register up to date	7	<u>Customer Service Operations (Corporate Resources)Registration</u>	–
Request evidence	11	<u>Customer Service Operations (Corporate Resources)Registration</u>	–
Enter specific details in register	12	<u>Customer Service Operations (Corporate Resources)Registration</u>	–

Re-instate registrant to register, if removed in error	13	Customer Service Operations (Corporate Resources)Registration	–
Amend the register	14(1)	Customer Service Operations (Corporate Resources)Registration	–
Request evidence in support of application to amend register details	14(2)	Customer Service Operations (Corporate Resources)Registration	–
Issue confirmation of registration	15	Registration Operations Customer Service Operations (Corporate Resources)	–
Issue certificates confirming a registrant's current professional status	16	Registration Operations	–

THE GENERAL DENTAL COUNCIL (DENTAL CARE PROFESSIONALS REGISTER) RULES 2014			
Function	Statutory reference	General delegation operational responsibility	Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
Keep the dentists dental care professionals register	5	Customer Service Operations (Corporate Resources)Registration	–
Keep register in an electronic format	6	Customer Service Operations (Corporate Resources)Registration	–

Keep register up to date	7	Customer Service Operations (Corporate Resources)Registration	-
Request evidence	15	Customer Service Operations (Corporate Resources)Registration	-
Enter specific details in register	16	Customer Service Operations (Corporate Resources)Registration	-
Re-instate registrant to register if removed in error	17	Customer Service Operations (Corporate Resources)Registration	-
Amend the register	18(1)	Customer Service Operations (Corporate Resources)Registration	-
Request evidence in support of application to amend register details	18(2)	Customer Service Operations (Corporate Resources)Registration	-
Issue confirmation of registration (certificates)	19	Registration Operations Customer Service Operations (Corporate Resources)	-
Issue certificates confirming a registrant's current status	20	Registration Operations Customer Service Operations (Corporate Resources)	-

THE GENERAL DENTAL COUNCIL (PROFESSIONS COMPLEMENTARY TO DENTISTRY) REGULATIONS ORDER OF COUNCIL 2006			
Function	Statutory reference	General ——— delegation ——— operational responsibility	Specific delegation

			<i>(actions may be taken by someone higher up the management line but not lower)</i>
May register dental nurse who applies to register within two years of regulations coming into force and is able to satisfy matter D but not matters matter A, B or C	3(2)	Registration	-
May register dental technician who applies to register within two years of regulations coming into force and is able to satisfy matter D but not matters matter A, B or C	3(3)	Registration	-

Commented [JS6]: These Rules no longer apply - removed.

SPECIALIST LISTS

THE GENERAL DENTAL COUNCIL (SPECIALIST LIST) REGULATIONS 2008 2024			
Function	Statutory reference	General delegation operational responsibility	Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
Keep and enter registrant's name in the relevant specialist list	8(1) 7(1)	Customer Service Operations (Corporate Resources Registration)	-
Enter specific details in specialist list	8(2) 7(2)	Registration (Regulation)	-
Retain registrant's name in specialist list following payment of renewal fee	8(3) 7(3)	Customer Service Operations (Corporate Resources)Registration	-

Remove registrant from specialist list for non-payment of renewal fee	9(2) 8(1)	Registration Operations Customer Service Operations (Corporate Resources)	-
Remove from specialist list if no longer a registered dentist	9(4) 8(3)	Registration Operations Customer Service Operations (Corporate Resources)	-
Restore following removal for non-payment of renewal fee or for no longer being a registered dentist	9(3) 8(2)	Registration (Regulation)	-
Amend specialist list if incorrect	9(5) 8(4)	Customer Service Operations (Corporate Resources) Registration	-
Restore in specialist list once suspension order has ended	9(7) 8(6)	Customer Service Operations (Corporate Resources) Registration	-

EUROPEAN PRIMARY AND SPECIALIST DENTAL QUALIFICATIONS REGULATIONS 1998			
Function	Statutory reference	General delegation operational responsibility	Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
Remove from specialist list if no longer registered visiting dentist and providing orthodontics or oral surgery services on a temporary and occasional basis	8(2B)	Registration Operations	-

FEES

THE GENERAL DENTAL COUNCIL (DENTISTS) (FEES) REGULATIONS ~~2021~~ 2026

Commented [JS7]: Now 2026 Fees Regs following approval at April Council (24/02/2026).

Function	Statutory reference	General delegation operational responsibility	Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
Agree to payment by instalments and determine means of payment	2(2)	Customer Service Operations (Corporate Resources)Registration Operations	-
Determine amount and date of each instalment and payment to be by direct debit	2(3)	Customer Service Operations (Corporate Resources)Registration Operations	-
Refuse to register or restore if fee not paid	4	Customer Service Operations (Corporate Resources)Registration	-
Notify ARF due and warn may be erased if not paid	5	Customer Service Operations (Corporate Resources)Registration Operations	-
Send notification/warning to address, last known address or by electronic means	6	Customer Service Operations (Corporate Resources)Registration Operations	-
Erase for non-payment of ARF	8	Registration Operations	Executive Director, Regulation-
Decide not to erase for non-payment of ARF if outstanding fitness to practise or dentist register entry issues	9	Registration Operations	Chief Operating Officer-

Commented [JS8]: Updated to reflect actual decision making process currently in practice

Commented [JS9]: Updated to reflect actual decision making process currently in practice

THE GENERAL DENTAL COUNCIL (SPECIALIST) (FEES) REGULATIONS 2017

Function	Statutory reference	General delegation operational responsibility	Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
Notify specialist list renewal fee due and warn may be erased if not paid	4(1)	Customer Service Operations (Corporate Resources)Registration Operations	-
Send notification/warning to address or last known address	4(2)	Customer Service Operations (Corporate Resources)Registration Operations	-
Erase for non-payment of specialist list renewal fee	5	Registration Operations	Executive Director, Regulation-

Commented [JS10]: Updated to reflect current practice

THE GENERAL DENTAL COUNCIL (PROFESSIONS COMPLEMENTARY TO DENTISTRY) (FEES) REGULATIONS ~~2021~~ 2025

Function	Statutory reference	General delegation operational responsibility	Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
Agree to payment by instalments and determine means of payment	2(3)	Customer Service Operations (Corporate Resources)Registration Operations	-
Determine amount and date of each instalment and payment to be by direct debit	2(4)	Customer Service Operations (Corporate Resources)Registration Operations	-

Refuse to register or restore if fee not paid	3	Registration (<u>Regulation</u>)	–
Notify ARF due and warn may be erased if not paid	4	<u>Customer Service Operations</u> (<u>Corporate Resources</u>) <u>Registration Operations</u>	–
Send notification/warning to address, last known address or by electronic means	5	<u>Customer Service Operations</u> (<u>Corporate Resources</u>) <u>Registration Operations</u>	–
Erase for non-payment of ARF	7	<u>Registration Operations</u>	<u>Executive Director, Regulation</u> –
Decide not to erase for non-payment of ARF if outstanding fitness to practise or dentist register entry issues	8	<u>Customer Service Operations</u> (<u>Corporate Resources</u>) <u>Registration Operations</u>	–

Commented [JS11]: Updated to reflect current practice

FITNESS TO PRACTISE

GENERAL DENTAL COUNCIL (FITNESS TO PRACTISE) RULES ORDER OF COUNCIL 2006

Function	Statutory reference	General delegation operational responsibility	Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
Appoints Case Examiners	–	<u>Fitness to Practise (Regulation)</u> <u>People Services</u> –(<u>Corporate Resources</u>)	<u>Associate Director, –of Fitness to Practise–</u>
Investigate a complaint or information and determine if amounts to an allegation	3(1)	<ul style="list-style-type: none"> Fitness to Practise Casework (<u>Regulation</u>) 	–

		<ul style="list-style-type: none"> In-house Legal Presentation Services (Legal and Governance) Case and Contract Managers (who manage External Legal Providers) _____ 	
Refer allegation to Case Examiners	3(2)(a)	–	Fitness to Practise Casework Manager (on advice from Fitness to Practise Caseworker) (Regulation)
Refer allegation to IOC	3(2)(b) <i>Linked: 27(5)(b)/ 36N(5)(b) of the Act</i>	–	Executive Director Principal Advisory Lawyer (Legal and Governance)
Notify registrant and informant allegation raised	4(1)	<ul style="list-style-type: none"> Fitness to Practise Casework Case Examiner Support and Rule 4 team <ul style="list-style-type: none"> (Regulation) 	–
Provide registrant and informant with a summary of the allegation and documents	4(2)(a) 4(2)(b)	<ul style="list-style-type: none"> Fitness to Practise Casework Case Examiner Support and Rule 4 team <ul style="list-style-type: none"> (Regulation) 	–
Seek representations from registrant	4(2)(c)	<ul style="list-style-type: none"> Fitness to Practise Casework Case Examiner Support and Rule 4 team <ul style="list-style-type: none"> (Regulation) 	–
Notify registrant representations may be disclosed to informant	4(2)(d)	<ul style="list-style-type: none"> Fitness to Practise Casework Case Examiner Support and Rule 4 team 	–

		<ul style="list-style-type: none"> • (Regulation) 	
<u>Further Investigations</u>			
Carry out further investigations following adjournment by IC	7(3)	<ul style="list-style-type: none"> • Fitness to Practise Casework (Regulation) • In-house Legal Presentation Services (Legal and Governance) • Case and Contract Managers (who manage External Legal Providers) • _____ 	–
Carry out further investigations following adjournment by Case Examiners	5(3)	<ul style="list-style-type: none"> • Fitness to Practise Casework (Regulation) • In-house Legal Presentation Services (Legal and Governance) • Case and Contract Managers (who manage External Legal Providers) 	–
<u>Undertakings</u>			
Enter undertakings in register (directed by Case Examiners)	6A(4)	Customer Service Operations (Corporate Resources) Registration Operations	–
Carry out investigations into compliance with undertakings	6B(1)/8B(1)	Case Review Team (Regulation)	–
Request registrant agrees varied undertakings	6B(2)(a)/8B(2)(a)	Case Review Team (Regulation)	–
Notify registrant undertakings no longer apply	6B(2)(b)/8B(2)(b)	<ul style="list-style-type: none"> • Fitness to Practise Casework 	–

		<ul style="list-style-type: none"> • Case Examiner Support and Rule 4 team • <u>Case Review Team</u> <ul style="list-style-type: none"> • <u>(Regulation)</u> 	
Request registrant agrees to comply with undertakings	6B(4)(b)/8B(4)(b)	Case Review Team <u>(Regulation)</u>	–
Refer allegation registrant breaching undertakings to Case Examiners	6B(6)/8B(6)	–	Casework Manager – Case Review Team <u>(Regulation)</u>
<u>Warnings</u>			
Notify of Case Examiner's/IC's intention to issue warning and seek representations	6C(1)/8C(1)	<ul style="list-style-type: none"> • Fitness to Practise Casework • <u>Case Examiner Support and Rule 4 team</u> <ul style="list-style-type: none"> • <u>(Regulation)</u> 	–
Enter warnings in register (directed by Case Examiners)	6C(3)	<u>Customer Service Operations</u> <u>(Corporate Resources)</u> <u>Registration Operations</u>	–
Notify registrant, informant, other interested parties and provide reasons for Case Examiners'/IC's decision to review warning	6D(2)(a)/8D(2)(a)	<ul style="list-style-type: none"> • Fitness to Practise Casework • <u>Case Examiner Support and Rule 4 team</u> <ul style="list-style-type: none"> • <u>(Regulation)</u> 	–
Notify of and provide registrant, informant, other interested parties with copies of new information for Case Examiners'/IC's warning review	6D(2)(b)/8D(2)(b)	<ul style="list-style-type: none"> • Fitness to Practise Casework • <u>Case Examiner Support and Rule 4 team</u> <ul style="list-style-type: none"> • <u>(Regulation)</u> 	–
Seek representations from registrant, informant, other interested parties for Case Examiners'/IC's warning review	6D(2)(c)/8D(2)(c)	<ul style="list-style-type: none"> • Fitness to Practise Casework • <u>Case Examiner Support and Rule 4 team</u> <ul style="list-style-type: none"> • <u>(Regulation)</u> 	–

Carry out investigations to assist Case Examiners/IC with warning review	6D(3)/8D(3)	<ul style="list-style-type: none"> Fitness to Practise Casework Case Examiner Support and Rule 4 team <p>(Regulation)</p>	–
Remove warning imposed by Case Examiners/IC from register	6D(4)(b)/8D(4)(b)	<p>Customer Service Operations (Corporate Resources) Registration Operations</p>	–
Submit a rule 6E application	6E(1)(b)	–	<p>Executive Director Senior Counsel and Associate Director, Legal (Legal & Governance)and Governance</p>
<u>Carry out functions of IC/Registrar's Review</u>			
Attend IC Meetings	7(1)	All GDC staff (on the rare occasion attendance is required then the appropriate arrangements to be made as and when needed)	–
Decide to review and then review decision information does not amount to allegation or Case Examiners/IC decision not to refer to a Practice Committee	9(1)	–	<ul style="list-style-type: none"> Refer a matter to be considered under Rule 9 – no delegation Initial decision – Senior Advisory Lawyer, Legal and Governance Final Review – Executive DirectorPrincipal Advisory Lawyer, Legal and Governance
Notify registrant, informant, other interested parties and provide reasons for Registrar's decision to review	9(6)(a)	In-house Legal Advisory Service (Legal and Governance)	–
Notify of and provide registrant, informant, other interested parties with copies of new information for Registrar's review	9(6)(b)	In-house Legal Advisory Service (Legal and Governance)In-house Legal Advisory Service	–
Seek representations from registrant, informant, other interested parties for Registrar's review	9(6)(c)	In-house Legal Advisory Service (Legal and Governance)	–
Carry out investigations to assist with Registrar's review	9(7)	In-house Legal Advisory Service (Legal and Governance)	–

Refer allegation to Case Examiners following review or direct Case Examiners/IC to review decision not to refer to Practice Committee	9(8)	In-house Legal Advisory (Legal and Governance) Service	–
Decide whether original decision stands	9(9)	In-house Legal Advisory Service (Legal and Governance)	–
Notify registrant, informant, interested parties of review decision	9(10)	In-house Legal Advisory Service (Legal and Governance)	–
<u>Hearings</u>			
Send notice of hearing for substantive, resumed, IOC, restoration, PCC fraudulent hearings, (to include specific information about hearing)	13(1)/28(1)/ 35(1)/41(1)/48	<ul style="list-style-type: none"> • Dental Professional Hearings Service • In-house Legal Presentation Services (Legal and Governance) • Case and Contract Managers (who manage External Legal Providers) 	–
Send notice of hearing to more than one registrant	13(3)/28(3)/ 48(b)	<ul style="list-style-type: none"> • Dental Professional Hearings Service • Legal Presentation Services (Legal and Governance)In-house Legal Presentation Service • Case and Contract Managers (who manage External Legal Providers) 	–
Notify interested parties of substantive, resumed, IOC, PCC fraudulent hearing and inform can provide representations	13(4)/28(4)/ 35(3)/41(3)/48	<ul style="list-style-type: none"> • Dental Professional Hearings Service 	–

		<ul style="list-style-type: none"> • Legal Presentation Services (Legal and Governance)In-house Legal Presentation Service • Case and Contract Managers (who manage External Legal Providers) 	
Publish charge in notice of hearing	24(1)(a)	Dental Professional Hearings Service Hearings	-
Publish amendments to the charge	24(1)(b)	Dental Professional Hearings Service Hearings	-
Notify parties of adjournments	58(3)	<ul style="list-style-type: none"> • In-house Legal Presentation Service (Legal and Governance) • Legal Presentation Services (Legal and Governance)Case and Contract Managers (who manage External Legal Providers) • Dental Professional Hearings Service • Hearings 	-
Notify informant or interested parties of substantive, resumed, IOC, restoration, hearing decisions/orders and reasons	23/31/38/44	<ul style="list-style-type: none"> • Legal Presentation Services (Legal and Governance)In-house Legal Presentation Service • Case and Contract Managers (who manage External Legal Providers) 	-
Notify interested parties of PCC fraudulent entry hearing decision/order and reasons	48(f)	• Legal Presentation Services (Legal and Governance) In-	-

		house Legal Presentation Service <ul style="list-style-type: none"> Case and Contract Managers (who manage External Legal Providers) 	
Publish substantive, resumed, IOC, restoration, PCC fraudulent entry hearing decisions/orders (except in relation to health information)	24(1)(c)/32(1)/39(1)/45(1)/48	<ul style="list-style-type: none"> <u>Dental Professional Hearings Service Hearings</u> 	-

INDEMNITY

GENERAL DENTAL COUNCIL (INDEMNITY ARRANGEMENTS) (DENTISTS AND DENTAL CARE PROFESSIONALS) RULES ORDER OF COUNCIL 2015

Function	Statutory reference	General delegation operational responsibility	- Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
Request further indemnity information during registration	2(1)	Registration Operations Customer Service Operations (Corporate Resources)	-
Request further indemnity information during restoration application	4(1)	Registration Customer Service Operations (Corporate Resources)	-

CONTINUING PROFESSIONAL DEVELOPMENT

THE GENERAL DENTAL COUNCIL (CONTINUING PROFESSIONAL DEVELOPMENT) (DENTISTS AND DENTAL CARE PROFESSIONALS) RULES ORDER OF COUNCIL 2017

Function	Statutory reference	General delegation operational responsibility –	Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
Send notice requesting CPD record/further information	5(1)	<u>Customer Service Operations (Corporate Resources)Registration Operations</u>	–
Send notice which includes response/compliance date	5(2)	<u>Customer Service Operations (Corporate Resources)Registration Operations</u>	–
Send notice if registrant fails to complete CPD, keep CPD record or provide CPD statement (to include specific information)	6	<u>Customer Service Operations (Corporate Resources)Registration Operations</u>	–
Send notice to registrant requesting compliance	7(1)	<u>Customer Service Operations (Corporate Resources)Registration Operations</u>	–
Erase if no or inadequate representations/evidence provided, not completing CPD or record or failing to comply with compliance notice	8	<u>Customer Service Operations (Corporate Resources)Registration Operations</u>	–
Consider grace period extension application	9(2)	<u>Customer Service Operations (Corporate Resources)Registration Operations</u>	–
Grant a single period of grace if good reason to do so	9(3)	<u>Customer Service Operations (Corporate Resources)Registration Operations</u>	–
May restore following restoration application	11(1)/11(4)	Registration <u>(Regulation)</u>	–
Send notice of unsatisfactory restoration application (to include specific information)	11(2)/11(3)	Registration <u>(Regulation)</u>	–

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GOVERNANCE

THE GENERAL DENTAL COUNCIL (CONSTITUTION OF COMMITTEES) RULES ORDER OF COUNCIL 2009			
Function	Statutory reference	General delegation operational responsibility	Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
Invite Committee Members to attend meetings/hearings	4(5)	<u>Dental Professional Hearings</u> <u>Service Hearings</u>	–
Invite a Committee Member to chair meetings/hearings	5(2)	<u>Dental Professional Hearings</u> <u>Service Hearings</u>	–

STANDING ORDERS FOR THE CONDUCT OF BUSINESS OF THE COUNCIL AND COMMITTEES 2022			
Function	Statutory reference	General delegation operational responsibility	Reserved / Specific delegation <i>(actions may be taken by someone higher up the management line but not lower)</i>
Agree to Council or Committee meeting cancellation (Chair to also agree)	4.10	–	Reserved
Act as Chair	12.6(a)	–	Reserved
Seek votes if more than one council member is nominated either as a temporary chair or deputy chair	12.6(d)	Head of Governance	–

Invite nominations for Chair	12.6(g)	Head of Governance	–
Act as Accounting Officer to the Council	12.12	–	Reserved
Delegate to staff members the power to perform Registrar's functions	12.14	–	–
Attend and speak at Council meetings	12.16	–	Reserved
Declare interest(s) at Council meetings			
Act as Secretary to Council and Committees except the Audit and Risk Committee and the Appointments Committee	12.17	<ul style="list-style-type: none"> • Head of Governance • Deputy Head of Governance (Secretariat) 	–
Appoint Head of Governance or, if absent another member of staff to act as Secretary	12.18	–	Reserved
Appoint any staff member to act as secretary to the Audit and Risk Committee and the Appointments Committee	12.19	<ul style="list-style-type: none"> • Head of Governance • Deputy Head of Governance (Secretariat) 	–
Keep seal or appoint another keeper of the seal	16.1	–	Head of Governance
Sign or appoint another to sign documents affixed with seal	16.2	–	Reserved Express delegation required

NO DUTIES OR POWERS LISTED

- The General Dental Council (Professions Complementary to Dentistry) (Dental Hygienists and Dental Therapists) Regulations Order of Council 2006
- The General Dental Council (Professions Complementary to Dentistry) (Business of Dentistry) Rules Order of Council 2006
- The General Dental Council (Constitution) Order 2009
- The General Dental Council (Constitution) (Amendment) Order 2012

- The General Dental Council (Specialist List) Appeals Regulations 2009
- ~~The General Dental Council (Overseas Registration Examination Regulations) Order of Council 2015~~
- [The General Dental Council \(Dentists\) \(International Registration\) Rules 2023](#)
- [The General Dental Council \(Dental Care Professionals\)\(International Registration\) Rules 2023](#)
- The General Dental Council (Professions Complementary to Dentistry) (Qualifications and Supervision of Dental Work) Rules Order of Council 2006
- The General Dental Council (Professions Complementary to Dentistry) (Visitors) Rules 2006
- The General Dental Council (Professions Complementary to Dentistry) Regulations Order of Council 2006
- The General Dental Council Health Committee (Constitution) Order 1984
- The General Dental Council Professional Conduct Committee (Procedure) Rules Order of Council 1984
- The General Dental Council (Appointments Committee and Appointment of Members of Committees) Rules Order of Council 2006

Commented [JS12]: Repealed

Dated: ~~9 August 2022~~[May 2026](#)

Standing Orders for the Conduct of Business of the Council and Committees 202~~62~~

Introduction/Preamble

The Council is governed by the Dentists Act 1984. Schedule 1, paragraph 8A of the Act gives the Council the power to regulate its own procedures and the procedures of its Committees by Standing Orders subject to any provision of the Act or rules made under the Act. This means that the Standing Orders must comply with the Act and any rules.

Standing Orders are made by the Council and can be amended by the Council.

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Part 1

1. Application, commencement and interpretation

1.1. These Standing Orders contain the procedures by which the Council and its Committees conduct their business and functions and shall come into force on ~~19~~24 June 202~~6~~2.

1.2. In these Standing Orders:

“Act” means the Dentists Act 1984;

“Appointments Committee” means the committee established pursuant to rule 3 of the Constitution of Committees Rules 2009;

“Appointments Committee Chair” means the Chair of the Appointments Committee;

“Appointments Committee Member” means a member of the Appointments Committee;

“Chair” means the Chair of the Council, the Non-Statutory Committees or the Appointments Committee;

“Code of Conduct” means the Code of Conduct for Members and Associates, as amended from time to time and included in the Governance Manual;

“Committee” means all those committees of the Council other than Statutory Committees;

“Committee Chair” means the Chair of the Non-Statutory Committees or the Appointments Committee;

“Committee Meeting” means a meeting of a Committee;

“Constitution of Committees Rules 2009” means the General Dental Council (Constitution of Committees) Rules Order of Council 2009 (as amended);

“Constitution Order 2009” means the General Dental Council (Constitution) Order 2009 (as amended);

“Council Chair” means the Chair of the Council;

“Council Meeting” means a meeting of the Council;

“Council Member” means a member of the Council;

“Data Protection Legislation” means all applicable data protection and privacy legislation in force in the UK means the Data Protection Act 2018, the General Data Protection Regulation ((EU) 2016/679) (the “EU GDPR”), the EU GDPR as it forms part of the law of England and Wales by virtue of section 3 of the European Union (Withdrawal) Act 2018 (“the UK GDPR”);

“Delegated Authority” means the authority to make decisions as defined by the Council;

“External Member” means a member of a Committee who is not a Council Member;

“Lead Director” means the Executive Director with primary operational responsibility for the matters overseen by the Committee;

“Live Streaming” means a live broadcast of an event via the internet;

“The Managing Interests Policy” means the Managing Interests Policy for Members and Associates, as amended from time to time and included in the Governance Manual;

“Member” means a member of the Council, the Non-Statutory Committees or the Appointments Committee;

“Non-Statutory Committees” means the committees listed at standing order 2.1;

“Non-Statutory Committee Chair” means the Chair of a Non-Statutory Committee;

“Non-Statutory Committee Member” means a member of the Non-Statutory Committees;

“Officer of the Council” means any member of GDC staff;

“Partner Director” means the Executive Director with secondary operational responsibility for the matters overseen by the Committee;

“Provided” means sent by post or by email or any other electronic means or published on an electronic device provided to Members by the General Dental Council;

“Registrar” means the Chief Executive and Registrar;

“Secretary” means the Registrar or Officer of the Council appointed by the Registrar to act as Secretary to the Council or a Committee;

“Signed” includes by electronic signature provided that the signature is verified by a method agreed by the Secretary in advance;

“Statutory Committees” means all those committees of the Council referred to in section 2 of the Act, namely the Investigating Committee, the Interim Orders Committee, the Professional Conduct Committee, the Health Committee, the Professional Performance Committee and the Registration Appeals Committee;

“Vote” means a formal expression of opinion or choice, either positive or negative, made by a Member when a question is put in accordance with these Standing Orders. It does not include abstentions. Voting is to be understood accordingly; and

“Written” means in writing including by email or any other electronic means. Write and writing are to be understood accordingly.

- 1.3. Unless otherwise stated, terms used in these Standing Orders have the same meaning as the Act.
- 1.4. Where a dispute as to the interpretation of these Standing Orders arises, the Council Chair, having consulted the Registrar and the Secretary, where different, and taking into account the Code of Conduct, may give a view as to the correct interpretation of these Standing Orders. The Council Chair’s view on this shall be final.
- 1.5. The Council may, for the purpose of any particular meeting, suspend any of these Standing Orders other than those which reflect legislative provision, by resolution carried by a Vote of no fewer than two thirds of the Council Members present and voting.

2. **Structures**

- 2.1. The Council shall continue to establish the following Non-Statutory Committees:
 - a. Audit and Risk Committee;
 - b. Finance and Performance Committee; and
 - c. Remuneration and Nomination Committee.
- 2.2. The Council shall continue to establish the Appointments Committee, which shall be known as the Statutory Panellists Assurance Committee.
- 2.3. The role and remit of the Committees shall be in line with the Terms of References in **Part 2**. Any proposed changes to the Terms of Reference of a Committee must be approved by the Council. The Chief Executive may consult a Committee for its advice on matters outwith its Terms of Reference on occasions that the Chief Executive deems it necessary. For the avoidance of doubt, a Committee cannot take decisions outwith its Terms of Reference as approved by the Council.
- 2.4. The Council may, from time to time, establish Working Groups.
 - a. Working Groups do not make decisions.
 - b. Proposals for the creation of Working Groups and their terms of reference must be approved in advance by the Council.
 - c. These Standing Orders shall apply to a Working Group as if a Committee.
- 2.5. All Committees are directly accountable to the Council.
- 2.6. No Committee is to carry out any activity requiring expenditure beyond that which has already been approved by the Council.
- 2.7. Each Committee shall report after each meeting outlining any decisions taken under Delegated Authority and any recommendations to the Council; this shall be a Written report if possible.
- 2.8. Each Committee shall report annually to the Council on its expenditure, its progress made against the work programme for that year and its planned work programme for the following year.

3. **Membership**

- 3.1. The membership of the Council shall comprise of six registrants and six lay members, appointed in accordance with the Constitution Order 2009.
- 3.2. The membership of Non-Statutory Committees shall be:
 - a. A Non-Statutory Committee Chair and at least two Council Members, of whom at least one must be a registrant Council Member and at least one must be a lay Council Member; and
 - b. If the Non-Statutory Committee so decides, and with the approval of the Council, an External Member appointed under standing order 12.10 who must have recent and relevant experience.
- 3.3. The Appointments Committee Chair and the Appointments Committee Members shall be appointed by the Council pursuant to the Constitution of Committees Rules 2009.

- 3.4. After considering the generic competencies for Non-Statutory Committee Chairs and Non-Statutory Committee Members, the Council Chair will make proposals at a public Council Meeting for the appointment of Council Members as Non-Statutory Committee Chairs and as Non-Statutory Committee Members.
- 3.5. The Council Chair shall not be a member of the Remuneration and Nomination Committee, the Audit and Risk Committee or the Appointments Committee and may only attend Committee Meetings at the invitation of the Committee Chair.
- 3.6. Council Members may, with the agreement of the relevant Chair, attend meetings of Committees of which they are not members but may not take part in Committee discussions except with the permission of the Committee Chair and may not take decisions or Vote.
- 3.7. The relevant Chair may invite individuals from outside the Council to attend the relevant Council Meetings or Committee Meetings. Such individuals will have the right to receive relevant papers. They may take part in the discussion, including giving advice, but may not make decisions or Vote.

4. Arrangements for meetings

- 4.1. The Council shall hold meetings no fewer than four times in each calendar year and at such other times as the Council Chair shall decide.
- 4.2. Meetings will only be held when the relevant Chair is satisfied that the amount of business or the urgency of business justifies calling a meeting.
- 4.3. At the discretion of the relevant Chair, with respect to their relevant meeting, the meeting may take place by audiovisual and/or telephone conference. If the relevant Chair decides that all or some Members may attend the meeting by audiovisual or telephone conference, they shall instruct the Secretary to put in place such arrangements as the relevant Chair considers appropriate to allow participation by those Members.
- 4.4. Except in cases of an emergency or where circumstances make it impractical to do so, a notice of a meeting, including the time, date and location, along with any accompanying papers, shall be provided to Members a minimum of 5 working days' before the meeting. Failure to provide notice of a meeting to a single Member shall not, of itself, invalidate that meeting.
- 4.5. A special or emergency Council Meeting may be convened by the Secretary under the following circumstances:
 - a. By decision of the Council at a Council Meeting or upon Written request Signed by the Council Chair or by any four Council Members. A Written request for a special Council Meeting to be held shall include details of the business to be transacted at that meeting. A special Council Meeting shall take place as soon as reasonably practicable after receipt by the Secretary of the Written request for the Council Meeting to be held.
 - b. Where a decision must be made by the Council before its next Council Meeting because the Council will be unable to discharge its statutory functions or will be exposed to a significant level of risk if urgent action is not taken.
 - c. Upon Written request Signed by the Council Chair, the Chair of the Audit and Risk Committee or by any four Council Members. A Written request for an emergency Council Meeting to be held shall include details of the business to be transacted at that meeting. An emergency Council Meeting shall take place as soon as

possible after receipt by the Secretary of the Written request for the Council Meeting to be held.

- 4.6. Following discussion with the Lead Director, Partner Director and the relevant Chair, the Secretary shall, by agreement, determine the content of the agenda, taking account of competing priorities.
- 4.7. No decision may be taken at a meeting on an item of business which does not appear on the agenda for that meeting, however the relevant Chair may agree to the discussion of business which is not on the agenda.
- 4.8. A Council Member may propose a motion for discussion at a Council Meeting by providing Written notice to the Registrar, Signed by at least two other Council Members, no later than 10 working days in advance of the Council Meeting in question. The Secretary shall notify Council Members of the terms of the motion by providing a copy of the motion as soon as possible after receipt.
- 4.9. The relevant Chair may with respect to their respective meetings and with the agreement of the Council or Committee, adjourn any item on the agenda to the next Council Meeting or Committee Meeting.
- 4.10. Where there is insufficient business to convene a Council Meeting or Committee Meeting, the relevant Chair may, with the agreement of the Registrar, cancel the Council Meeting or Committee Meeting. All matters due to have been considered at that meeting will be referred to the next.

5. Public accessibility of Council meetings

- 5.1. For the avoidance of doubt, this standing order 5 shall only apply to Council Meetings.
- 5.2. Subject to the remaining provisions of this standing order 5, all Council Meetings shall be accessible to the public by permitting the public to attend in person and/or by Live Streaming.
- 5.3. The Secretary shall publish the notice of all Council Meetings, including the agenda and accompanying papers on the Council's website in advance of each Council Meeting (unless such papers or parts of papers are not to be made public pursuant to standing order 5.8, standing order 10.2 or not to be made public until after the Council Meeting). The notice will state how the public may gain access to the Council Meeting, for example by inviting attendance at a specific location or by providing the link to the Live Streaming.
- 5.4. Failure of Live Streaming for technical reasons shall not, of itself, invalidate that meeting.
- 5.5. If there is an invitation to attend the Council Meeting under standing order 5.3, members of the public may attend the meeting of the Council Meeting but may not participate. Attendance is subject to the terms and conditions set out in the notice, published under standing order 5.3 and to these Standing Orders.
- 5.6. The Council Chair may decide that an agenda item be considered in private session, where to do otherwise would lead to the inappropriate disclosure of:
 - a. personal data or special category data (within the meanings given to them in Data Protection Legislation);
 - b. information relating to an employee or office holder, former employee, or applicant for any post or office;

- c. the terms of, or expenditure under, a tender or contract for the purchase or supply of goods or services or the acquisition or disposal of property;
 - d. legally privileged information and any issue or papers relating to legal proceedings which are being contemplated or instituted by or against the Council;
 - e. action being taken to prevent or detect crime or to prosecute offenders;
 - f. information given to the Council in confidence; and/or
 - g. any other matter, the public disclosure of which would or would be likely to prejudice the effective discharge of the Council's functions.
- 5.7. Where the Council Chair is considering whether an item should be considered in private, they should consult with the Registrar.
- 5.8. Items to be discussed in private session will not be disclosed to the public or the media, and papers, documents and information relating to them will not be posted on the Council website, and may, at the Council Chair's discretion, remain confidential after the meeting has taken place. Where the Council Chair so decides, there may be an abbreviated public minute of items considered in private session indicating, where appropriate the broad nature of the subject and the decision reached.
- 5.9. The paper supporting the item of business considered in private session will set out the rationale for the item being considered in private and, if possible and appropriate, state a date when the information will be released to the public.
- 5.10. Members of the public shall be excluded from that Council Meeting or part of a Council Meeting during which an item of business is to be dealt with in private session.
- 5.11. If, during the discussion of a particular item of business it becomes apparent that there are grounds for the item to be discussed in private session, the Council Chair may decide to do so, or a motion to do so may be moved.
- 5.12. If a member of the public interrupts the proceedings at any Council Meeting, including by use of any method of recording the Council Meeting, the Council Chair may order that person to be removed from the Council Meeting or may order the part of the room which is open to the public to be cleared.
- 6. Quorum**
- 6.1. In accordance with the Constitution Order 2009, the quorum of the Council shall be seven Council Members.
- 6.2. The quorum of a Non-Statutory Committee shall be two Council Members.
- 6.3. The quorum of the Appointments Committee shall be three Appointments Committee Members.
- 6.4. If a quorum is not present within 1 hour of the time appointed for a meeting to commence, all business which should have been transacted at that meeting shall be held over until the next meeting.
- 6.5. If a meeting becomes inquorate the relevant Chair may suspend business, postpone the consideration of an item of business or adjourn the meeting. If the meeting is adjourned, all remaining business will be adjourned to the next meeting.
- 7. Declarations of interest**

- 7.1. Members shall be under a duty to declare their interests in the Register of Members' Interests in accordance with the Managing Interests Policy and to ensure that the details of their interests set out in it are accurate and up to date.
- 7.2. A Member who has an interest in any matter under consideration at a Council Meeting or Committee Meeting, whether or not declared in the Register of Members' Interests, shall promptly disclose that interest to the meeting.
- 7.3. A declaration of interest relevant to an item on the agenda, if not already declared to the meeting, should be made at the start of the discussion of the item to which it relates and should be recorded in the minutes. In the event of a Member not appreciating at the beginning of a discussion that an interest exists, the Member should declare such an interest as soon as they become aware of it.
- 7.4. Subject to standing order 7.8, in any case of doubt the Member should openly declare the possibility of an interest and the relevant Chair will decide whether it is a prejudicial interest, in accordance with standing order 7.6 below.
- 7.5. Subject to standing order 7.8, if a Member believes that another Member present has an interest in an item for discussion and that interest has not been declared, they should inform the relevant Chair. The relevant Chair will establish whether or not there is an interest which should have been declared, and will if necessary make a ruling in accordance with standing order 7.7 below.
- 7.6. For the purposes of this standing order a Member has a prejudicial interest where the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest.
- 7.7. If the relevant Chair decides that a Member's interest in a matter is a prejudicial interest and that they need to withdraw (the relevant Chair's ruling on this shall be final), the Member shall leave the room for the duration of the discussion on that matter.
- 7.8. Where the relevant Chair has declared an interest under standing order 7.3 or is believed to have an interest pursuant to standing order 7.5, the Members shall decide whether that interest is prejudicial. If the Members decides that the interest is prejudicial and that the relevant Chair needs to withdraw (and the Members' ruling on this shall be final) the relevant Chair shall leave the room for the duration of the discussion of that matter and a different Chair shall be appointed under standing order 12.4 for the purposes of that discussion.
- 7.9. Members who have a prejudicial interest in relation to a particular item of business shall not count towards the quorum for the meeting whilst that item is under consideration and shall not, even if not required to withdraw under standing order 7.7, Vote on the particular item.
8. **Rules of debate and decision making**
 - 8.1. A Vote at a meeting shall be decided by a simple majority of the Members present (including the relevant Chair) and voting subject to where otherwise provided in these Standing Orders.
 - 8.2. Decisions will be reached by Vote on the following occasions:
 - a. when the relevant Chair determines that no clear consensus has emerged;
 - b. when a Member present at the meeting requests a Vote to be taken and this is supported by at least one other Member;

- c. when a Member has a prejudicial interest in the matter under discussion; the Member with the prejudicial interest shall not Vote on the matter; and/or
 - d. in any other circumstance where the relevant Chair concludes that a Vote should be taken.
- 8.3. If an equality of Votes occurs there will be further debate and a second Vote shall be taken. If, following a second Vote, there remains an equality of Votes, the relevant Chair shall have a final, casting Vote.
- 8.4. The minutes of the meeting shall record the results of voting.
- 8.5. A ruling by the relevant Chair on any question of order, whether or not provided for by these Standing Orders, shall be final unless the ruling concerns the relevant Chair in which case the Council or the Committee shall make the ruling by a majority of Votes.
- 8.6. If, in the opinion of the relevant Chair, a Member has persistently disregarded a ruling or has behaved in a manner which is obstructing the business of the meeting, the relevant Chair may order that Member to withdraw from the whole or part of the remainder of the meeting.
- 8.7. In the event of a disturbance which, in the opinion of the relevant Chair, prevents the orderly conduct of business, the relevant Chair may adjourn the meeting for such period as they consider appropriate.

9. **Urgent actions or decisions between meetings**

Chair's Action

- 9.1. In the event that a decision or action is required urgently on a matter that would normally be considered at a meeting, and it is not practical to convene an emergency meeting, the relevant Chair may take a decision or action on behalf of the Council or Committee between meetings.
- 9.2. In such circumstances, the relevant Chair having first consulted the Registrar or their nominated deputy, should use best endeavours to obtain the support of a majority of Members by email. Where the Registrar has a conflict of interest, the Chair should consult the Chair of the Audit and Risk Committee.
- 9.3. Where urgent decisions or action needs to be taken between meetings the Governance team will assist the relevant Chair and Registrar by keeping a record of all emails in order to establish an audit trail. Any such decisions or actions will be notified to Members by email and reported at the next Council Meeting or Committee Meeting.
- 9.4. This procedure may not be used for any matter reserved to the Council, or to revoke or vary these Standing Orders.

Decisions via correspondence

- 9.5. The relevant Chair may decide, as an alternative to holding an additional meeting or taking a Chair's Action, to seek a decision by correspondence. When deciding whether to use this procedure, the relevant Chair will consult with the Registrar or their nominated deputy.
- 9.6. A decision via correspondence shall be supported by a paper on the matter, prepared and approved in the usual way.
- 9.7. In order for a decision to be taken under this procedure, a decision via correspondence must be considered and consented to by a simple majority of

Members as if it had been proposed at a meeting duly convened and held for that purpose.

- 9.8. For a decision to be validly taken under this procedure, a quorate number of Members must indicate whether they consent to the proposed recommendation, object to it, or wish to abstain. They must convey their decision to the Head of Governance, or their nominated deputy, by email or through the board portal mechanism.
- 9.9. The decisions via correspondence procedure may not be used to revoke or vary these Standing Orders.
- 9.10. Decisions taken using this procedure will be reported to the next Council Meeting or Committee Meeting and will be recorded in the minutes of that meeting.
- 9.11. The Council or Committee may note or receive papers for information in between meetings through the board portal mechanism. Any items that are required to be noted will be reported to the next Council Meeting or Committee Meeting and recorded in the minutes of that meeting.

10. **Publication of agendas and papers**

- 10.1. Subject to the remaining provisions of this standing order 10, all Council and Committee agendas and accompanying papers shall be published on the electronic device provided to Members by the General Dental Council in advance of each meeting.
- 10.2. The relevant Chair, having consulted the Secretary and also the Registrar if so advised, may decide that all or any part of the agenda and/or accompanying papers shall not be disclosed to the public where publication would lead to the inappropriate disclosure of:
 - a. personal data or special category data (within the meanings given to them in Data Protection Legislation);
 - b. information relating to an employee or office holder, former employee, or applicant for any post or office;
 - c. the terms of, or expenditure under, a tender or contract for the purchase or supply of goods or services or the acquisition or disposal of property;
 - d. legally privileged information or any issue or papers relating to legal proceedings which are being contemplated or instituted by or against the Council;
 - e. action being taken to prevent or detect crime or to prosecute offenders;
 - f. information given to the Council in confidence; and/or
 - g. any other matter, the public disclosure of which would or would be likely to prejudice the effective discharge of the Council's functions.

11. **Minutes**

- 11.1. The Secretary shall be responsible for the production of a minute which shall include a record of the Members and any invitees present at that meeting. When read in conjunction with the papers presented to the meeting, the minute shall provide an accurate and authoritative record of the meeting and shall be sufficiently detailed to provide an audit trail of issues discussed by the Council or the Committee, and the decisions taken.
- 11.2. At the next Council Meeting or Committee Meeting after the minutes have been Provided to Members, the relevant Chair shall move that those minutes be approved

as a correct record. No discussion shall take place except upon the accuracy of the record. When the minutes have been approved, they shall be marked as confirmed by the Secretary.

- 11.3. Unless in accordance with standing order 5.8, minutes of Council Meetings shall be published on the website.
- 11.4. Minutes of Committee Meetings will not be published on the website, but will be tabled for noting at the next Council Meeting following the Committee Meeting.

12. **Roles**

Role of the Chair

- 12.1. The Chair, when chairing a meeting, shall:
 - a. at the end of each item of business, state the decision that has been made;
 - b. preserve order and ensure that Members have sufficient opportunity to express their views on all matters under discussion;
 - c. determine in which order Members and officers should speak;
 - d. determine if the existence of a prejudicial interest requires a Member to withdraw from the room during discussion of an agenda item; and
 - e. seek the advice of the Registrar or other Officers of the Council where necessary.
- 12.2. The Council Chair may resign the office of chair at any time by giving notice in writing addressed to the other Council Members.
- 12.3. Committee Chairs shall be responsible for providing an assurance report at Council Meetings on the items received by their relevant Committee since the last Council Meeting.

Temporary and deputy chair

- 12.4. Without prejudice to standing order 12.5, if the Council Chair is absent from some or all of a Council Meeting, by reason of standing order 7.8 or otherwise, the Council Members present shall nominate one of their number to serve as a temporary chair during his or her absence at that meeting.
- 12.5. If, for any reason –
 - a. the Council is on notice that the Council Chair is likely
 - i. to be absent for more than one Council Meeting, or
 - ii. to be unavailable to perform the duties of a chair for more than one month, or
 - b. the office of chair of Council is vacant,

the Council may nominate a deputy chair, in accordance with article 10 of the Constitution Order 2009, to serve as chair during the absence or unavailability of the Council Chair or the vacancy.
- 12.6. The process under this standing order 12 for nominating and electing a temporary chair or a deputy chair of the Council shall be:
 - a. the Registrar shall act as chair at the beginning of the meeting or in the Council Chair's absence and invite nominations;

- b. a Council Member may nominate themselves or any other Council Member present;
- c. if no more than one Council Member is nominated, that Council Member shall be elected chair for the period of the Council Chair's absence;
- d. if more than one Council Member is nominated, the Registrar shall ask the Council Members present at the Council meeting, if electing a temporary chair, or all Council Members if electing a deputy chair, to elect by Vote one of the Council Members nominated;
- e. in the event of an equal number of Votes being cast there shall be a further Vote or Votes if necessary until a Council Member is elected as chair with a simple majority;
- f. an election may be suspended at any stage if the Council Members nominated can, between themselves, reach agreement on which one of them shall act as chair;
- g. if the Registrar knows, before the date of the meeting that the Council Chair will not be attending or will be absent for some part of the meeting, the Registrar may, in advance of the meeting, invite nominations to chair.

12.7. Where a temporary chair or deputy chair chairs some or all of a Council Meeting, all references to the Council Chair in these Standing Orders shall apply to that Council Member as if they were the Council Chair.

Senior Independent Council Member

12.8. The Council may choose to appoint one of the Council Members as the Senior Independent Council Member.

12.9. The Senior Independent Council Member shall:

- a. be a conduit between Council Members and the Council Chair to communicate any major concerns Council Members have to the Council Chair;
- b. lead the process of appraising the performance of the Council Chair and take advice from the Council and the Remuneration and Nomination Committee around whether to seek the views of external stakeholders (including Government);
- c. investigate any complaints (from Council Members, Officers of the Council or any other parties) about the Council Chair's conduct; and
- d. occasionally deputise for the Council Chair at external events or internal meetings.

External Members

12.10. If a Committee wishes to appoint an External Member, it must seek the prior approval of the Council. External Members must be appointed in accordance with the 'Process for appointing non-Council members to Committees of the Council'.

12.11. An External Member:

- a. may take part in discussions;
- b. may vote on matters under consideration by the Committee to which they are appointed; and
- c. will not be counted in the quorum of the Committee to which they are appointed.

The Registrar

- 12.12. The Registrar shall be the Accounting Officer of the Council.
- 12.13. The Registrar shall hold office for the period determined by the Council.
- 12.14. The Registrar may delegate to staff members the power to perform such of the Registrar's functions as the Registrar may from time to time think fit.
- 12.15. Reference in these Standing Orders to the Registrar shall, where powers or duties have been delegated to another staff member to act in their absence, be deemed to be a reference to that staff member.
- 12.16. The Registrar shall be entitled to attend and speak at all meetings of the Council unless they have a prejudicial interest in a matter under consideration, in which case standing order 7 shall apply as if the Registrar were a Member.

Secretary and advisors

- 12.17. The Registrar is the Secretary to the Council and Committees save the Audit and Risk Committee and the Appointments Committee.
- 12.18. The Registrar may appoint the Head of Governance, or, in the Head of Governance's absence another Officer of the Council, as appropriate, to act as Secretary to the Council and Committees.
- 12.19. The Registrar shall appoint any Officer of the Council to act as the Secretary to the Audit and Risk Committee and the Appointments Committee.
- 12.20. The relevant Chair may invite any person to speak at their respective meeting, to give advice and to answer questions through the relevant Chair.

13. Member attendance, education and training

- 13.1. The Council Chair may refer a Council Member to the Privy Council for consideration under article 6 of the Constitution Order 2009 (removal of members from office) if they attend less than 65% of meetings in a one-year period.
- 13.2. The Council Chair may refer a member of the Appointments Committee to the Council for consideration if they attend less 65% of meeting in a one-year period.
- 13.3. For the purposes of standing order 13.1, "meeting" does not include Council Workshops and additional meetings of Council Members though this figure may include, at the Council Chair's discretion, other meetings which the member is obliged to attend (e.g. Committee Meetings).
- 13.4. The Council shall direct that the Secretary arrange for Members to undergo training to assist them in the performance of their duties.
- 13.5. The Council shall establish standards of performance of Members, including a system of regular performance appraisal.
- 13.6. Members shall comply with the standards of attendance and performance and attend the training established by the Council under this standing order 13.

14. Conduct

- 14.1. Members shall comply with the policies and procedures provided to them governing their conduct which are approved by the Council from time to time.
- 14.2. The relevant Chair's ruling on any question of conduct raised at a meeting shall be final unless the ruling concerns the Chair, in which case the Council or relevant

Committee shall make the ruling. Rulings shall be made in accordance with the provisions of the Constitution Order 2009, these Standing Orders and the policies and procedures Provided to Members governing their conduct.

15. Provisional suspension of members

- 15.1. The Constitution Order 2009 sets out the mechanisms for appointment, removal and suspension of Council Members and the Council Chair.
- 15.2. The Council may resolve that a Council Member be provisionally suspended from office until such time as the Privy Council has reached a decision on whether to suspend or remove the Council Member under the Constitution Order 2009.
- 15.3. If a Council Member has been provisionally suspended, the Council Chair shall notify the Privy Council in writing of the provisional suspension as soon as is reasonably practicable.
- 15.4. Where the Privy Council decides not to suspend a Council Member or not to remove a Council Member from office, the Council must terminate the provisional suspension as soon as reasonably practicable.
- 15.5. A Council Member who is provisionally suspended shall not be entitled to attend or otherwise participate in meetings of the Council or to exercise any other function of a Member.
- 15.6. The Council may resolve to recommend to the Privy Council, with reasons, that a Council Member's suspension is lifted.
- 15.7. The decision on whether a suspension is to be lifted can only be taken by the Privy Council and any suspended Council Member shall not attend or otherwise participate in Council Meetings or to exercise any other function of a Council Member until confirmation has been received from the Privy Council.

16. Common Seal

- 16.1. The Common Seal of the Council shall be kept in safe custody by the Registrar or a person appointed by the Registrar.
- 16.2. Where the Common Seal is affixed to a document, that document shall also be signed by the Chair and by the Registrar or a person appointed by the Registrar or by the Chair.
- 16.3. A report on the use of the Common Seal will be presented on an annual basis to the Council.

17. Revocation

- 17.1. The General Dental Council Standing Orders for the Conduct of Business 2020, the General Dental Council Standing Orders and Resolution for the Non-Statutory Committees of Council 2020 and the General Dental Council Standing Orders for Appointments Committee 2020 are hereby revoked.

Part 2 – **updated ToRs will be added in this section**

Audit and Risk Committee Terms of Reference

Key purpose

A1. ~~To provide assurance to the Council by carrying out the following functions on its behalf:~~

- ~~1. Scrutinising the organisation's Annual Report and Accounts.~~
- ~~2. Scrutinising the risk management systems and internal control framework of the organisation.~~
- ~~3. Scrutinising the assurances provided by the internal and external audit functions.~~
- ~~4. Scrutinising the arrangements in place in the organisation for raising concerns in relation to fraud, whistleblowing and special investigations.~~

Composition and Quorum

A2. ~~The Committee shall consist of a Chair and at least two members of the Council (of whom at least one must be a registrant member of the Council and at least one must be a lay member of the Council). Additionally, the Committee will have an external member, who must be appointed in line with the requirements of the GDC Standing Orders.¹ The Chair of the Council shall not be a member of the Committee and may only attend at the invitation of the Committee Chair.~~

A3. ~~The quorum of the Committee shall be two Council members.²~~

Delegated Powers

A4. ~~Investigate any activity within its terms of reference. Any investigation will normally be initiated in consultation with the Chief Executive and Registrar.~~

A5. ~~Seek any information it may require from any member, employee or office holder. All members, employees or office holders are directed to co-operate with the Committee.~~

A6. ~~Obtain external legal or other professional advice and to secure the attendance at committee meetings of anyone it considers has relevant experience, expertise or knowledge.~~

A7. ~~Review the statements in the annual report and accounts relating to internal control and risk management (the Governance Statement).~~

A8. ~~Appoint and remove the internal auditors and approve their fee and terms of engagement and the internal audit strategy and plan.~~

A9. ~~Approve the fee and terms of engagement of the external auditor and the external audit strategy and plan.~~

¹ GDC Standing Orders for the Conduct of Business of the Council and Committees 2022, 12.10

² GDC Standing Orders for the Conduct of Business of the Council and Committees 2022, 6.2

Functions and Duties

Financial reporting

- A10. ~~Scrutinise the Annual Report and Accounts for the organisation and advise the Council in relation to its decision making. The Committee will pay particular attention to the following areas:~~
- ~~a. The Governance Statement~~
 - ~~b. changes in, and compliance with, accounting policies and practices~~
 - ~~c. unadjusted misstatements in the financial statements~~
 - ~~d. major judgmental areas~~
 - ~~e. significant adjustments resulting from the audit~~
 - ~~f. the letter of representation from the external auditor and~~
 - ~~g. the letters of representation to the external auditors from the EMT.~~
- A11. ~~Scrutinise and provide assurance to the Council that the internal systems for financial reporting to the Council, including those of budgetary control, meet the requirements of the of the National Audit Office and appropriately adhere to the Government Financial Reporting Manual (IFREM).~~

Governance, Risk Management and Internal Control

- A12. ~~Review the delegated authorities and governance structure periodically, or at least every two years, and report to the Council on whether they are adequate and make any recommendations to the Council.~~
- A13. ~~Scrutinise the integrity of the organisation's internal controls, with reference to internal audit reports, and oversee the compliance of the organisation with relevant legislation, reporting to the Council where appropriate.~~
- A14. ~~Assess the scope and effectiveness of the systems established by management to identify, assess, manage and monitor significant risks.~~
- A15. ~~Review the comprehensiveness, reliability and integrity of the assurances provided in relation to internal control and risk management.~~
- A16. ~~Scrutinise and report on the level of assurance to the Council on the adequacy and effectiveness of the risk management processes. This involves reviewing the Strategic Risk Register, obtaining assurance on risk management arrangements from internal auditors, and reviewing the status and trends of all risk in the strategic risk register.~~

Internal Audit

- A17. ~~Review the internal audit programme and ensure that the function is adequately resourced and has appropriate standing within the organisation [see above delegated authority A6].~~
- A18. ~~Consider and monitor management's responses to any major internal audit recommendations.~~
- A19. ~~Meet with the internal auditors at least once a year, without management being present, to discuss their remit and any issues arising from the internal audits carried~~

~~out.³ The internal auditors should be given the right of direct access to the Chair of the Council and the Committee.~~

~~A20. Monitor and review the effectiveness and quality of the internal audit function to ensure it provides appropriate independent assurance to the Council and value for money.~~

~~External Audit~~

~~A21. Scrutinise the process and proposals in relation to the appointment, reappointment and removal of the external auditors and make appropriate recommendations to the Council in relation to its decision making in this area.~~

~~A22. Review the findings of the audit with the external auditor considering any material issues which arose during the audit, any accounting and audit judgements and levels of errors identified during the audit.~~

~~A23. Meet with the external auditors at least once year, without the management being present, to discuss their remit and any issues arising from the audit.⁴~~

~~A24. Monitor and review the effectiveness and quality of the audit, assessing annually their independence and the relationship with the auditor as a whole, including the provision of any non-audit services, and value for money.~~

~~Whistleblowing, fraud and investigations:~~

~~A25. Scrutinise and report on the level of assurance to the Council in relation to arrangements in place for raising concerns with or about the organisation on topics such as fraud and whistleblowing.~~

~~A26. Scrutinise and provide assurance to the Council in relation to arrangements in place for external parties to raise concerns with or about the organisation on topics such as whistleblowing, including in relation to the GDC's role as a prescribed person.~~

~~A27. Review the anti-fraud and bribery policies and arrangements for special investigations.~~

³ The Chair shall decide whether the Secretariat members should withdraw also; if so, the Chair should ensure that an adequate note of proceedings is kept to support the Committee's conclusion, rationale and actions. In order for completeness of records the note should be deposited with the Secretariat.

⁴ Same process to be followed as in the footnote above.

Finance and Performance Committee Terms of Reference

Key purpose

F1. To provide assurance to the Council by carrying out the following functions on its behalf:

1. Challenging and monitoring the Executive on financial and other performance.
2. Working with the Executive to develop an appropriate and proportionate data set in relation to the organisational finances and performance to enable the Council to carry out its functions.
3. Providing scrutiny and challenge to the Executive on major operational matters with a material financial impact for the organisation.
4. Working with the Executive in developing the GDC's financial strategy. This will include scrutinising the development and delivery of the three-year rolling Costed Corporate Plan, scrutiny of the annual budget setting process and of the organisation's delivery against budget, and providing to the Council the assurance it needs to approve the budget and Costed Corporate Plan.

Composition and Quorum

F2. The Committee shall consist of a Chair and at least two members of the Council (of whom at least one must be a registrant member of the Council and at least one must be a lay member of the Council). If the Committee so decides, and with the approval of Council, an external member may be appointed in line with the requirements of the GDC Standing Orders.¹

F3. The quorum of the Committee shall be two Council members.²

Delegated Powers

F4. Approval of assumptions and objectives to be used in the business planning cycle.

F5. Approval of the budgeting approach and annual targets for efficiency in accordance with the Council's strategy.

F6. Approval of the GDC's financial and banking policies, procedures and arrangements.

F7. Approval of the reinstatement of corporate projects prioritized as 'Could do' within the Costed Corporate Plan, at the request of the Executive Management Team, in the event that capacity and funding is available.

Functions and Duties

Financial Strategy

To scrutinise and report on the levels of assurance or concerns in the following key areas:

F8. The development of the three-year Costed Corporate Plan and annual budget to ensure that they are robust and aligned to delivery of the Corporate Strategy.

¹ GDC Standing Orders for the Conduct of Business of the Council and Committees 2022, 1.1

² GDC Standing Orders for the Conduct of Business of the Council and Committees 2022, 6.2

- ~~F9. The impact of the three-year Costed Corporate Plan and annual budget on the setting of the Annual Retention Fees, registration application fees, fees for the Overseas Registration Exam and the reserves policy.~~
- ~~F10. The financial reporting data used to ensure that the organisation is delivering against budget. This scrutiny should include:~~
- ~~• the challenge of the Executive in relation to the organisation's financial performance.~~
 - ~~• any amendments to the current year budget~~
 - ~~• any virements (transfers of budget allocation) between directorates that exceed agreed limits~~
 - ~~• any calls on reserves~~
 - ~~• any necessary borrowing or~~
 - ~~• other material financial matters about which the Council ought to be made aware.~~
- ~~F11. The coherence and rigour of the financial modelling underlying the fees strategy of the organisation, with a view to enabling the Council to approve any changes to the Annual Retention Fees, any other relevant fees and the reserves policy of the organisation.~~
- ~~F12. The adherence to and robustness of the treasury, investment and financial procedures policies of the organisation.~~
- ~~F13. The adequacy of the insurance arrangements of the Council.~~
- ~~F14. The actuarial assumptions, financial viability, performance, and other relevant implications of the GDC Pension Schemes. The Committee will communicate:~~
- ~~• Advice received, to facilitate decision making in this area, to the Council and~~
 - ~~• Any material risk that arises in this area to the Audit and Risk Committee.~~

Organisational Performance

~~To scrutinise and report on the levels of assurance or concerns in the following key areas:~~

- ~~F15. The operational delivery against the Costed Corporate Plan and the reliability and appropriateness of a suite of performance indicators around organisational performance.~~
- ~~F16. The annual and exception reports on procurement activities.~~

Remuneration and Nomination Committee Terms of Reference

Key purpose

~~R1. To provide assurance to the Council by carrying out the following functions on its behalf:~~

- ~~1. Scrutinising and approving the proposed **reward** approach for the Chief Executive and Registrar, Executive Directors, Council Members (including the Chair), Independent Members of non-statutory Committees of Council ('Independent Governance Associates'), and specified Associate postholders.¹~~
- ~~2. Scrutinising and approving the process for the **appointment** for the Chief Executive and Registrar, Council Members (including the Chair) and Independent Governance Associates.~~
- ~~3. Scrutinising and approving the proposed **appraisal** approach for the Chief Executive and Registrar, Council Members (including the Chair) and Independent Governance Associates.~~
- ~~4. Scrutinising the arrangements for **succession planning** for the Chief Executive and Registrar, providing assurance in relation to the Chief Executive's succession plan for the Executive team.~~

Composition and Quorum

~~R2. The Committee shall consist of a Chair and at least two members of the Council (of whom at least one must be a registrant member of the Council and at least one must be a lay member of the Council). Additionally, the Committee will have an external member, who must be appointed in line with the requirements of the GDC Standing Orders.² The Chair of the Council shall not be a member of the Committee and may only attend at the invitation of the Committee Chair.~~

~~R3. The quorum of the Committee shall be two Council members.³~~

Delegated Powers

The Council formally delegates its decision-making powers in relation to the following areas:

~~R4. Approving the appointment process for the Chief Executive.~~

~~R5. Approving the reward terms of the Chief Executive and Registrar, including in relation to any severance agreement. All decisions taken as part of this delegation must be within the Executive pay policy.~~

~~R6. Approving the policy for authorising claims for expenses from the Chief Executive and Registrar and the Chair of the Council.~~

~~R7. Where necessary, the Committee is authorised by the Council to obtain external legal or other professional advice, but only within budgetary limits.~~

¹ Registration and Fitness to Practise panellists, ORE associates, clinical and legal advisers at hearings, and education associates.

² GDC Standing Orders for the Conduct of Business of the Council and Committees 2022, 12.10

³ GDC Standing Orders for the Conduct of Business of the Council and Committees 2022, 6.2

Functions and Duties

Nominations and evaluation

~~R8. To scrutinise and approve, in order provide assurance to the Council:~~

- ~~1. The processes for recruiting the Chief Executive and Registrar, and on the process around their annual appraisal.~~
- ~~2. The process of appointment and reappointment in relation to both Council Members and Independent Governance Associates.~~
- ~~3. The approach to appraisal for Council Members (including the Chair of Council) and Independent Governance Associates.~~
- ~~4. The process for setting the objectives of the Chair of Council and Chief Executive and Registrar~~

~~R9. Scrutinise, in order to provide assurance to Council, the arrangements for succession planning for the Chief Executive and Registrar and provide assurance to the Council that plans are in place in respect of the rest of the Executive Management Team.~~

Remuneration and Reward

~~Chief Executive and Registrar and the Executive Management Team~~

~~R10. Scrutinise and approve, in order to provide assurance to the Council, an appropriate reward policy for the Chief Executive and Registrar, and the Executive Management team.~~

~~This will be:~~

- ~~• consistent with organisational objectives,~~
- ~~• within the overall budget agreed by the Council and~~
- ~~• any approval of the overall reward, benefits package and terms of service for the Chief Executive and Registrar by the Committee, under its delegated power above, must be within the terms of the agreed policy.~~

~~R11. On behalf of Council, propose amendments to the reward of the Chief Executive, within the agreed policy, including in relation to the terms of any special severance arrangements applying in the event of any required and unplanned early termination of employment of the Chief Executive, having regard to relevant guidance, best practice and contracts of employment.~~

~~R12. Scrutinise and provide assurance to Council that changes made by the Chief Executive to Executive reward, including in relation to any special severance arrangements, are within the agreed policy.~~

~~Council Members, specified Associates and Others~~

~~**R13.** Scrutinise and recommend to the Council an appropriate reward and expenses policy for:~~

- ~~• Council Members (including the Chair of Council)~~
- ~~• Independent Governance Associates~~
- ~~• Decision-making panellists (in relation to Fitness to Practise and Registration)~~
- ~~• ORE Associates~~
- ~~• Clinical and legal advisors at Hearings and~~
- ~~• Education Associates.~~

~~**R14.** Scrutinise and provide assurance to Council that there is a reward framework in place for GDC staff, that policies are reviewed at regular intervals and benchmarked against the market, if and when, appropriate.~~

Appointments Committee (Statutory Panellists Assurance Committee) ('SPC') Terms of Reference

Key purpose

Ap1. To **provide assurance** to the Council by carrying out the following functions on its behalf:

1. Scrutinising the process for the appointment of Statutory Committee members¹ and of the legal, medical and professional advisers to the Statutory Committees. This will include the processes used for recruitment and selection.
2. Scrutinising the process for the oversight of performance of Statutory Committee members and providing advice on the oversight of performance of the legal, medical and professional advisers to the Statutory Committees. This will include their appraisal and discipline processes and the oversight of the delivery of their training.

Ap2. To **provide advice** to the Executive in respect of the following areas:

1. The design parameters of an independent tribunal function.
2. The relevant performance metrics of a high performing panel, including behaviours of panel members.
3. Best practice in hearings case management.

Composition and Quorum

Ap3. The Committee shall be appointed by the Council and shall consist of not more than eight persons (including a Chair) and shall include both registrants and lay persons. Persons appointed to the Committee shall be neither Council Members nor employees of the Council.²

Ap4. The quorum of the Committee shall be three members.

Delegated Powers

Ap5. Obtain external legal or other professional advice via the Executive, as necessary and in line with the Terms of Reference of the Committee.

The Council formally delegates its decision-making powers in relation to the following areas:

-Appointments

¹ Defined in Section 2 of the General Dental Council (Constitution of Committees) Rules 2009 ('the 2009 Rules') as including both lay and registrant members of the following Committees: the Investigating Committee, the Interim Orders Committee, the Professional Conduct Committee, the Health Committee, the Professional Performance Committee and the Registration Appeals Committee. This definition also includes the Chairs of those Committees.

² Section 3(2)-(4) of the 2009 Rules.

- ~~Ap6.~~ To appoint, or re-appoint, persons to serve as members of the Statutory Committees and appoint, or re-appoint, the legal, medical and professional advisers to those members.
- ~~Ap7.~~ To determine the duration of the term of office of Statutory Committee members on their appointment or re-appointment.³
- ~~Ap8.~~ To appoint, from amongst the Statutory Committee members, persons to act as Chairs of the Statutory Committees ('panel Chairs').⁴

Oversight of Performance

- ~~Ap9.~~ To scrutinise and approve an appraisal process for Statutory Committee Members and provide assurance to the Council as to its implementation.
- ~~Ap10.~~ To administer the disciplinary policy and procedure in respect of conduct and performance issues of Statutory Committee members, including in respect of the dismissal of panellists and of the termination of panel chair appointments.⁵
- ~~Ap 11.~~ To suspend or remove Statutory Committee members from office in line with the appropriate processes.⁶
- ~~Ap12.~~ To scrutinise and approve a training plan for Statutory Committee members, informed by reports on the quality of Statutory Committee decision-making, and provide assurance as to its implementation.

Functions and Duties

In carrying out its functions, the Committee will:

~~Appointments~~

- ~~Ap13.~~ Scrutinise and provide assurance to the Council on the process for appointing Statutory Committee Members.

~~Oversight of Performance~~

- ~~Ap14.~~ Scrutinise and provide assurance to the Council on the process for conducting performance appraisals for Statutory Committee members and their legal, medical and professional advisers.
- ~~Ap15.~~ Scrutinise and provide assurance to Council in respect of the process for the discipline of Statutory Committee members.
- ~~Ap16.~~ Monitor and provide assurance to Council on the handling of disciplinary and performance issues in respect legal, medical and professional advisers.

³ 3 Section 4(4) of the 2009 Rules.

⁴ Section 5(1) of the 2009 Rules.

⁵ Section 5(3) of the 2009 Rules

⁶ Sections 6-8 of the 2009 Rules

~~Ap17. Provide assurance as to the implementation of training programmes for Statutory Committee members and advice on the oversight of the performance of their legal, medical and professional advisers.~~

~~Guidance and Advice~~

~~Ap18. At the request of the Executive, the Committee may provide advice in respect of key strategic areas of focus, including:~~

- ~~• best practice in hearings case management,~~
- ~~• the design parameters of an independent tribunal function, and~~
- ~~• the relevant performance metrics of a high performing panel, including behaviours of panel members.~~

These Standing Orders were passed by the Council on ~~24~~¹⁹ June 202~~6~~² and came into effect from this date.

Given under the official seal of the General Dental Council on ~~X date~~ ^{4 July 2026}~~2~~.

~~Helen Phillips~~
~~Toby Harris~~

Chair

~~Tom Whiting~~ ~~Ian Brack~~

Chief Executive and Registrar