

Terms of Reference: Appointments Committee

Key purpose

Ap1. To **assist** the Council in connection with the exercise of any function relating to the appointment of Statutory Committee members, including the recruitment, selection, appraisal and disciplining of Statutory Committee members or particular Statutory Committee members (for example, the chair), legal, medical and professional advisers.¹

Delegated powers

- Ap2. To appoint (or re-appoint) persons to serve on the Statutory Committees.
- Ap3. To determine the duration of the term of office of Statutory Committee members on their appointment or reappointment².
- Ap4. To appoint, from amongst the Statutory Committee members, persons to act as chairs of the Statutory Committees ("panel chairs")³.
- Ap5. To approve a learning and development plan for Statutory Committee members and receive assurances from the Executive that the plan is being implemented effectively.
- Ap6. To approve an appraisal process for Statutory Committee members and receive assurances from the Executive that the process is being implemented effectively.
- Ap7. To deal with issues relating to the conduct and performance of Statutory Committee members in accordance with the Disciplinary Procedure.
- Ap8. To suspend or remove Statutory Committee members from office in accordance with the General Dental Council (Constitution of Committees) Rules Order of Council 2009.
- Ap9. To obtain external legal or other professional advice as necessary via the Executive.
- Ap10. On the request of the Council, to assist with the recruitment and selection of candidates to any other office.

Discharge of functions

Ap11 In carrying out its functions the Appointments Committee will:

- a. Approve (but not design) the process for appointing Statutory Committee Members of the Investigating Committee and Fitness to Practise panels;
- b. Appoint Statutory Committee Members following recommendation at the end of the process;
- c. Approve (but not design) the process for appointing legal, medical and professional advisers;
- d. Appoint legal, medical and professional advisers following recommendation at the end of the process;
- e. Approve (but not design) the appraisal system for Statutory Committee Members on assurance of embedding of training;
- f. Approve (but not design) the appraisal system for legal, medical and professional advisers;
- i. Ensure that a fit for purpose and effective training programme was provided for Statutory Committee Members;

¹ 3.(6)(a) The General Dental Council (Constitution of Committees) Rules Order of Council 2009

² 4.(4) The General Dental Council (Constitution of Committees) Rules Order of Council 2009

³ 5.(1) The General Dental Council (Constitution of Committees) Rules Order of Council 2009

- j. Ensure that the Council provides an adequate training programme for legal, medical and professional advisers;
- k. Deal with disciplinary and performance issues relating to Statutory Committee Members where this is within the remit of the Appointments Committee by reason of the Disciplinary Procedure, and dismiss Statutory Committee Members if necessary;
- l. Receive reports regarding the discipline, performance issues and dismissal of legal, medical and professional advisers, and advise and report to the Council as appropriate.
- m. Scrutinise the quality and efficiency of the Statutory Committees' decision making by receiving regular reports of the performance and quality of decision making of the committees and panels. To include monitoring of the Fitness to Practise PSA standards action plan in relation to the work of the Statutory Committees;
- n. Build and maintain a body of intelligence for the Council through learning points and trends that emerge from the Committee's oversight of the work of the Statutory Committee members;
- o. Report to Council on the work of the Appointments Committee and the performance of the Statutory Committees.

Approved by the Council on 05 October 2016 and came into effect from that date.

Given under the official seal of the General Dental Council on 05 October 2016.

*William Moyes
Chair*

*Ian Brack
Chief Executive and Registrar*