

Remuneration Committee Annual Report to Council 2017

Purpose of paper	To provide a report on the work of the Remuneration Committee in 2017 for discussion by Council on 1 February 2018.
Status	Public session
Action	For noting and discussion
Corporate Strategy 2016-19	Performance Objective 1: To improve our performance across all our functions so that we are highly effective as a regulator.
Business Plan 2018	N/A
Decision Trail	In accordance with the General Dental Council Standing Orders for the Non-Statutory Committee of Council 2016, the Remuneration Committee will report to Council annually on its activities.
Recommendations	The Council is asked to discuss and note the Remuneration Committee Annual Report to Council for 2017
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Appendix	N/A

Executive Summary

1. This paper sets out the work undertaken by the Remuneration Committee (the Committee) during 2017. Some aspects of the Committee's work are highly confidential and therefore not described in detail in this report.
2. The Council is asked to note and discuss the annual report.

Introduction and background

3. The key purposes of the Committee as defined in its Terms of Reference (elsewhere on today's agenda) are:
 - To establish a transparent procedure for the remuneration of the Chief Executive, Executive Management Team, Council Members (including the Chair) and other associate post holders.
 - To ensure that there are appropriate incentives to encourage enhanced performance and that rewards are made in a fair and responsible manner, and are linked to the individual's contributions to the success of the General Dental Council (GDC) and the successful performance of the GDC in general.
4. In accordance with the GDC's Standing Orders for the Non-statutory Committees of Council 2016, the Committee must report annually to the Council.
5. The current membership of the Committee is Geraldine Campbell (Chair and Council lay member), Anne Heal (Council lay member), Caroline Logan (Council registrant member) and Philippa Hird (Independent Member). Both Neil Stevenson (Chair and Council lay member) and Jayendra Patel (Council registrant member) completed their Council terms of office on 30 September 2017 and were thanked for their valued work on the Remuneration Committee.
6. In 2017 the Committee held five meetings, which took place on 20 January (teleconference), 9 February, 21 April, 4 July and 16 November.

Chief Executive and Executive Management Team (EMT)

7. The Committee considered and approved the 2017 salaries for the Executive Directors.
8. At the November meeting, the Committee approved the process for the Chief Executive's annual appraisal and objective setting.

HR policy and employee benefits

9. The Committee recommended amendments to the draft report to be included in the annual report and accounts.
10. The Committee reviewed the developments by the HR function and data analysis for 2016, which included information on the staff population, protected characteristics, employee relations, sickness, recruitment & retention, and learning & development. The report was presented to the Council on 16 March 2017.
11. An update on the progress of staff appraisals and salary recommendations was received by the Committee, together with data regarding final performance statistics.
12. The Committee noted the conclusion and closure of the Terms and Conditions Consultation outcome earlier in the year.

Pensions

13. The Committee discussed areas of consideration about the future direction of the pension scheme.
14. The Chair of the Pension Trustees attended the November meeting to give his annual report.

Performance and risk

15. The HR balanced scorecard and operational risk register were reviewed at each meeting. The balanced scorecard gave the Committee insight into the GDC's performance regarding recruitment, absence, retention and employee relations in addition to an overview on how the organisation was performing against set measures. The risk register covered risks across GDC-wide programmes in addition to risks faced by the HR team.

Organisational Development

16. At the Remuneration Committee meeting of 4 July, the Committee received an update regarding the development of the People Strategy which integrated people planning, development and engagement. In addition, the Committee considered a three-year Equality, Diversity and Inclusion (EDI) Strategy, together with an action plan for the remainder of 2017. Council at its meeting of 26 July approved the People and EDI Strategies, which were being successfully rolled out across the GDC. The Committee were updated on progress at the November meeting.

Council, the Chair of the Council and other non-executives

17. The Committee reviewed the process for the recruitment of new Council Members and the reappointment of existing Council Members. The 2017 appointment process was in line with the good practice guidelines from the Professional Standards Authority. The Committee monitored the process and the induction for the new Council members.
18. The Committee reviewed the Chair of Council's appraisal process with recommendations to be taken to December closed Council.

Expenditure

19. The Committee reviewed the benefits to the GDC, by continuing to pay the subscription of the Chair of the Council's Royal Society of Medicine (RSM) annual membership. The Chair of Council resided at the RSM when in London on GDC business. The Committee were assured that the membership would only be used for GDC business and there was a cost saving by renewing the membership.
20. It was noted, the Committee sought legal advice during the year which incurred legal fees.
21. The only other costs associated with the Committee in 2017 were the travel and subsistence of members for attendance at meetings.

Terms of Reference

22. At the November meeting, the Committee reviewed its Terms of Reference (ToRs). Some changes were proposed which are on the agenda for approval at the February Council meeting.

Recommendations

23. The Council is asked to note and discuss the Annual Report.