

**Abbreviated Minutes of the Meeting of the
General Dental Council
held at 10:30am on Thursday 15 March 2018
in Closed Session
at 37 Wimpole Street, London W1G 8DQ**

Council Members present:

William Moyes	Chair
Terry Babbs	
Geraldine Campbell	
Anne Heal	
Jeyanthi John	
Margaret Kellett	
Sheila Kumar	
Kirstie Moons	
Lawrence Mudford	
Crispin Passmore	

Executive in attendance:

Ian Brack	Chief Executive and Registrar
Bobby Davis	Executive Director, Organisational Development
Matthew Hill	Executive Director, Strategy
Tom Scott	Executive Director, Fitness to Practise (FtP) Transition
Gurvinder Soomal	Executive Director, Registration and Corporate Resources
Lisa-Marie Roca	Principal Legal Adviser

Staff in attendance:

Angeline Burton	Head of Communications and Engagement
Clare Mitchell	Head of Governance
Ian Jackson	Director for Scotland
Sam Clements	Head of Risk Management and Internal Audit (item 7)
Melanie Stewart	Head of Finance and Procurement (item 9)
Rebecca Cooper	Head of Strategy and Research (item 10)
Patrick Kavanagh	Policy Manager (item 10)
Kim Chudley	Head of Human Resources (item 11)
Kairen Zonena	Senior Governance Manager

PART ONE – PRELIMINARY ITEMS**1. Opening remarks and apologies for absence**

- 1.1. The Chair welcomed everyone to the meeting.
- 1.2. There were apologies from Catherine Brady and Caroline Logan.

2. Declarations of interest

- 2.1. All staff declared an interest in relation to item 6, the Estates Strategy, and item 11, GDC Pension Provider.

3. Approval of minutes of the previous meetings

- 3.1. The draft minutes were considered and accepted as a true and accurate record of the discussions that took place at the Closed Council meeting on 1 February 2018
- 3.2. The Council **approved** the full minutes of the Closed Council meeting held on 1 February 2018 and the abbreviated minutes for publication.

4. Matters arising from the Closed Council meeting held on 1 February 2018 and rolling actions list

- 4.1. The Council **noted** progress made against actions arising from previous meetings, and agreed actions be updated as set out in the schedule.

5. Decisions log

- 5.1. The Council **noted** that no private or confidential decisions had been taken by Committees under delegated powers since the meeting on 1 February 2018.

PART TWO – ITEMS FOR DECISION AND DISCUSSION

6. Estates Strategy – Strand 1

- 6.1. Gurvinder Soomal introduced the paper which set out progress to date on various aspects of the estates strategy, including staff consultation, contact with agencies in Birmingham, and meeting other bodies.
- 6.2. The Council **noted** the update on the estates strategy and **agreed** that the Chair of Council and Chair of Finance and Performance Committee be delegated authority to make the decision on the Birmingham office building on behalf of the Council.

Sam Clements joined the meeting.

7. Strategic Risk Register (SRR)

- 7.1. Sam Clements introduced the paper, highlighting the fact that no new risks had been identified for inclusion or dormancy since the last review.
- 7.2. The Council –
 - **reviewed** and **approved** the Strategic Risk Register
 - subject to a way being found for Council to receive more up to date versions of the SRR, the recommended options for publication of the SRR be **agreed** (ie a summary SRR available on the GDC intranet, and a summary SRR on the GDC website, both submitted to Council for approval) together with the risk assessment matrix, the risk appetite and an explanation, for publication internally and externally, subject to Council having sight of the SRR prior to publication

Sam Clements left the meeting.

8. CEO Exceptions Report

- 8.1. Ian Brack gave an oral report highlighting key factors in the organisation at present.
- 8.2. The Council **noted** the CEO's report

Melanie Stewart joined the meeting.

9. Financial Risks and Opportunities Forecast

- 9.1. Melanie Stewart introduced the paper, and summarised the main points.
- 9.2. The Council **discussed** the January 2018 risks and opportunities forecast.

Melanie Stewart left, and Rebecca Cooper and Patrick Kavanagh joined the meeting.

10. GDC Fees Regulation

- 10.1. Patrick Kavanagh introduced the paper, which dealt with a transcription error in the fees regulation document, how it had come about, and proposals to remedy it and prevent any recurrence.
- 10.2. The Council **agreed** to amend the fees regulations to show the correct figure for additional title of £12, in accordance with Council's agreed policy, and other measures including Audit and Risk Committee scrutiny of the proposed new process once it was in place.

Rebecca Cooper and Patrick Kavanagh left, and Kim Chudley joined the meeting.

11. GDC Pension Plan – change of provider

- 11.1. The Council **agreed** to change the trustee arrangements for the GDC Pension Plan; and for the attached Change Deed to be signed on behalf of the Council

Kim Chudley left the meeting.

12. Committee reports – Finance and Performance Committee

- 12.1. Terry Babbs introduced the paper, which outlined matters discussed at the meeting of the Committee.
- 12.2. The Council **noted** the report.

Melanie Stewart left the meeting.

13. Horizon Scan

- 13.1. The Chair commended the format, which he found helpful, relevant and timely, covering ground which was of interest in a way which caught the attention.
- 13.2. Lawrence Mudford stated that he found the Council Bulletin very valuable.
- 13.3. The Council **noted** the Horizon Scanning report.

14. Any other business

- 14.1. The Chair reported on that morning's meeting of the Committee Chairs, and briefly described what had been discussed.

14.2. Lisa-Marie Roca reported a **data security breach** which had been discovered on 13 March, and for which remedial steps either had been taken or were in progress.

15. Review of the meeting

15.1. Council members were satisfied with the papers, the arrangements and the time for discussion.

16. Close of the meeting

16.1. There being no further business, the meeting ended at 12.15pm.

Date of next meeting: 17 May 2018

Name of Chair:

William Moyes