

**Minutes of the Meeting of the
General Dental Council
held at 09.30 on Wednesday 13 May 2020
in Closed Session via MS Teams**

Council Members present:

William Moyes	Chair
Anne Heal	
Caroline Logan	
Catherine Brady	
Crispin Passmore (item 8 only)	
Geraldine Campbell	
Jeyanthi John	
Kirstie Moons	
Margaret Kellett	
Sheila Kumar	
Simon Morrow	
Terry Babbs	

Executive Directors in attendance:

Ian Brack	Chief Executive and Registrar
Gurvinder Soomal	Executive Director, Registration and Corporate Resources
Lisa Marie Williams	Executive Director, Legal and Governance
Sarah Keyes	Executive Director, Organisational Development
Stefan Czerniawski	Executive Director, Strategy
John Cullinane	Interim Executive Director, Fitness to Practise Transition

Staff in attendance:

Colin Mackenzie	Interim Head of Communications and Engagement
Paula Woodward Pfister	Secretariat Manager
Rebecca Ledwidge	Secretariat Manager
Lee Bird	Governance Manager

Apologies:

Tom Scott	Executive Director, Fitness to Practise Transition
Katie Spears	Head of Governance and Board Secretary

1. Welcome and apologies for absence

- 1.1 The Chair welcomed everyone and noted that this was an emergency formal meeting of the Council to facilitate necessary decision making for the organisation.
- 1.2 Apologies were received from Katie Spears, Head of Governance and Tom Scott, Executive Director, Fitness to Practise Transition.

2. Declaration of interests

- 2.1 In relation to the items on the agenda, the following interests were declared:

- a. All registrant members declared an interest in the item regarding the Annual Retention Fee.
- b. All staff present declared an interest in the furlough item.

3. Approval of Minutes of Previous Meeting

- 3.1 The Council **noted** that the following sets of minutes had been approved via correspondence:
 - a. The full minutes of the closed meeting held on 19 March 2020.
 - b. The abbreviated minutes of the closed meeting held on 19 March 2020, for publication.

4. Matters Arising and Rolling Actions List

- 4.1 The Council **noted** that, due to the COVID-19 outbreak, workstreams had been affected and therefore due dates on actions had been updated accordingly.

5. Decision Log

- 5.1 The Council **noted** the decisions taken by correspondence following its meeting on 19 March 2020, as set out in the decisions log.
- 5.2 The Council further **noted** its input and feedback by correspondence in relation to the Committee Terms of Reference review, which was due to be considered at the Council meeting in June, and on the proposals for an emergency scheme of payment of the Annual Retention Fee by instalments, which was on the agenda for this meeting for a substantive decision.

6. Chief Executive's Report

- 6.1 The Chief Executive provided the Council with an update on the impact of COVID-19 on the organisation. The Council **noted** the update.

7. Update from Committee Chairs

- 7.1 The Chair invited the Chairs of each of the Committees to provide the Council with an update on their key business and heard updates from the Chair of the Audit and Risk Committee, Finance and Performance Committee and Remuneration Committee.

8. Annual Retention Fees - Payment by Instalments (PBI)

- 8.1 The Council considered the journey of the development of the PBI scheme, noting that this had been something that registrants, particularly DCPs, had called for on numerous occasions in recent years. It was noted that, if a decision not to implement the scheme was taken, this would have an adverse effect on the work done to build relationships with this area of the profession.
- 8.2 The Council discussed the impact that any decision taken on the emergency scheme might have on the future work of the organisation on a permanent scheme, and noted that:
 - a. The Council had taken a decision in December 2019 to action a feasibility analysis of the implementation of a permanent PBI scheme.
 - b. The GDC was not in the same position as some other regulators, which had the ability to cross-subsidise the operational costs of their schemes, due to their

significantly larger registrant numbers. Accordingly, such a mechanism would be difficult to implement and manage for the organisation.

- c. The decision to conduct a feasibility analysis of a permanent scheme was provided for within the Costed Corporate Plan (CCP). The CCP was designed to deliver the GDC's corporate strategy, which was likely to need to be reviewed as a result of the COVID-19 pandemic.

8.3 The Council questioned whether, in light of the economic impact of COVID-19, there was a case for the Council engaging economic advice on the effect of the pandemic on the organisation. The Executive Director, Strategy provided assurance that there was an economic impact piece on the strategy workplan.

8.4 After discussion, the Council **decided**, by a majority, **not to pursue the emergency PBI scheme** and to consider including the exploration of a permanent PBI scheme in the review of the corporate strategy and CCP.

Crispin Passmore left the meeting.

9. Annual Retention Fee

9.1 The Chair reported that soundings taken of the Council by correspondence had indicated a unanimous view that the Annual Retention Fee should not be revisited

9.2 The Council **agreed** the report and **noted** that no changes would be made to the Annual Retention Fee.

10. Furlough

10.1 The Executive Director, Organisational Development informed the Council that the proposal of the paper was to authorise the use of the staff payroll budget to top up the furlough payments to 80% of salaries (where this was higher than the government cap). The Council were asked to approve the use of the staff payroll budget to top up the furlough payments and to approve the proposed furlough budget, in line with the proposals in the paper.

10.2 The Chair of the FPC informed the Council that, after discussion, the Committee were able to endorse the recommendation in the paper for approval by the Council.

10.3 The Council noted that it was appropriate to make savings where possible and where staff had no work to do or were not able to work due to caring responsibilities.

10.4 The Council were assured that the top up payments proposed in the paper were legally and operationally permitted.

10.5 The Council **agreed** to the allocation of the proposed proportion of the staff payroll budget to meet the costs of topping up staff salaries where those posts were placed on furlough and **approved** the furlough budget for the Chief Executive to administer.

11. Any Other Business

11.1 The Chair noted that the Council would be discussing the review of the CCP at its June 2020 meeting.

12. Review of the Meeting

12.1 The Council noted that the use of MS Teams for the meeting had been successful.

The meeting was closed at 11:10am.