

GDC Council meeting 24 September 2020

Due to restrictions resulting from the COVID 19 pandemic, it was not possible to hold a public session of the Council meeting.

However, a number of papers considered by Council at the closed session have been published and are shown below.

Feasibility analysis – payment by instalments

Executive Director	Stefan Czerniawski
Author(s)	Rebecca Cooper Head of Policy and Research Programme
Type of business	To note
Issue	To update the Council on the progress of the work to determine the feasibility of introducing a facility for registrants to pay the ARF by instalments.
Recommendation	The Council is asked to note this update

1. Payment by instalments – plan for feasibility analysis

- 1.1 In December 2019 the GDC's executive sought approval from the Council for the release of funds to commission a feasibility analysis of the introduction of a facility for registrants to pay the ARF by instalments. The paper seeking approval set out a summary of information that we had gathered from those regulators who currently offer such a facility. Based on the information available from those regulators, the paper also set out the assumptions made about uptake of the scheme and registrant behaviour and, based thereon, the anticipated financial risk associated with payment by instalments.
- 1.2 The Council approved the release of funds, and work was then undertaken to prepare the relevant tender specification to enable us to commission the work. As we were preparing to publish the tender, the UK went into lockdown due to the pandemic. Shortly after lockdown began the GDC diverted its focus from the development of a permanent scheme to enable payment by instalments to consider the introduction of an emergency scheme to mitigate the impact of COVID 19, particularly for the ARF collection for DCPs in July.
- 1.3 In May, the Council decided not to pursue the introduction of an emergency scheme. In the process of revising the CCP for the remainder of 2020 and 2021, we developed a new timetable for the procurement of the feasibility analysis, and made some changes to the scope of the work required in order to take into account the internal work done to establish the feasibility of the emergency scheme.
- 1.4 The changes were not fundamental, but given the work undertaken to prepare for the emergency scheme, there is now less need to establish what operational changes are required as we have undertaken part of that assessment. The learning from the work on the emergency scheme will be provided to the successful contractor, so as to avoid duplication of effort.

1.5 The revised timetable is set out below:

Stage	Timetable
Drafting and finalisation of tender specification	July/August 2020
Supplier engagement	Late August/early September
Publication of tender	w/c 14 September 2020
Bidding closes/evaluation period begins	w/c 5 October 2020
Evaluation period ends and contract negotiation period begins	w/c 18 October 2020
Contract negotiation period ends and contract awarded	w/c 5 November 2020
Feasibility analysis work commences	w/c November 2020
Interim report provided	w/c 25 January 2021
Final report provided and presentation to Council	March 2021

1.6 Based on this timetable, we anticipate that the work will be completed within 24 weeks of the tender being published. This is of course subject to the received bids being of the appropriate quality. This timetable makes provision for contract negotiations. It is possible that negotiations will be unnecessary or will take less time than has been allowed in the timetable. We have used existing procurement frameworks to tender for this work.

1.7 The planning, timing and costing of implementation will of course depend on the outcome of the feasibility analysis, but the timetable has been designed to enable implementation in time for the July 2021 ARF collection for DCPs.

2. Legal, policy and national considerations

2.1 As set out earlier, the GDC must ensure that it is compliant with relevant procurement rules and procedures. This exercise is therefore being closely managed by the procurement team.

3. Risk considerations

3.1 The risks associated with this relate primarily to the decision that will need to be made once the feasibility analysis has been completed. At that stage, the Council will need to determine the appropriate balance between the risks and benefits identified by the feasibility analysis.

4. Resource considerations and CCP

4.1 The work has been incorporated into the CCP for 2021 within the relevant directorates.

5. Next steps and communications

5.1 We continue to face calls from registrants and professional associations to consider introducing a facility for them to pay by instalments, and there has been a renewed focus on the way we charged fees since the pandemic. Progress on payment by instalments, and particularly the procurement exercise will be communicated so as to align with other communications on the CCPs, budgets and the ARF.

Appendices

None

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11 September 2020

Council Member Reappointments

Executive Director	Lisa Marie Williams, Executive Director, Legal & Governance
Author(s)	Becci Ledwidge, Secretariat Manager Katie Spears, Head of Governance
Type of business	For decision
Purpose	To review and approve the process of reappointment of three Council Members.
Issue	Three members of Council are due to finish their current terms of office in 2021. All members have expressed an interest in being considered for a further term of office. The Council is asked to approve the proposed process for the reappointment of Council Members for 2021, following recommendation by the Remuneration and Nomination Committee.
Recommendation	The Council is asked to approve the Council Member reappointment process.

1. Key considerations

- 1.1 Three Council Members will complete their current terms of office in 2021. These members are:
- a. Anne Heal – Council Member and Member of the Finance and Performance Committee, Remuneration and Nomination Committee and Chair’s Strategy Group. Anne will have served one term of office between 1 October 2017 – 31 September 2021 (four years).
 - b. Jeyanthi John – Council Member and Member of the Remuneration and Nomination Committee. Jeyanthi will have served one term of office between 1 October 2017 – 31 September 2021 (four years).
 - c. Terry Babbs – Senior Independent Council Member and Chair of the Finance and Performance Committee. Terry will have served two terms of office (due to his first term being an emergency appointment); between 6 October 2016 – 30 September 2017 and 1 October 2017 – 30 September 2021 (five years).
- 1.2 All three individuals have expressed that they would like to be considered for further term of office, subject to a satisfactory appraisal and the appropriate reappointment process.
- 1.3 In addition to the reappointment process, the organisation will be running an appointment process for one new Council Member, and to appoint a new Chair, as individuals in those posts currently are due to demit office in September 2021.

- 1.4 Council Members are able to serve up to eight years of office during any 20-year period.¹ None of the Council members seeking reappointment have exceeded this limit, nor will they, should reappointments be made as a result of this process.
- 1.5 The Remuneration and Nomination Committee is responsible for scrutinising the process for recruitment and reappointment for Council Members and providing its assurance to the Council. The Committee reviewed the process by correspondence in August and is recommending it to the Council for approval.

2. Overview of Council Member reappointment process

- 2.1 The Privy Council makes reappointments to the Council and will seek the assurance of the PSA in relation to the reappointments process. The PSA has published "*Good practice in making council appointments*" (the Guidance) which includes guidance on the process.
- 2.2 The Guidance sets out that, if there are candidates eligible for reappointment, their views on continuing in their role should be sought early enough to allow an open competition to be run, if necessary.
- 2.3 In August 2020, the three Council Members who are due to finish their current terms of office were consulted by the Chair of Council about their intentions and each has confirmed that they would be interested in seeking reappointment to the Council.
- 2.4 The Guidance makes it clear that reappointments cannot be automatic, but they do not require an open competition to be run if an individual's performance during their first term has been satisfactory and their skills and experience continue to meet the Council's needs. If there is more than one reappointment proposed, candidates must all be treated equally.
- 2.5 In order to provide assurance, a number of steps have already been or will be taken, including seeking the views of Council Members, the Chief Executive and Registrar and any relevant third parties. Subject to the Council's approval of the process, appraisals will be held in October and November and a confidential report (**Appendix 1**) on each Council Member will be presented to the Council in December 2020, when the Council will be asked to take a decision regarding recommendation for reappointment. This report will also include assurance that the skills and experience of the Council Members being recommended for reappointment, as assessed as part of the skills audit conducted earlier this year, continues to meet the requirements of the Council and the Committee on which the Members sit.
- 2.6 The reappointments process has not been changed from the exercise that was conducted in 2019-2020 which was recommended by the, then, Remuneration Committee in September 2019 and approved by the Council in December 2019. The PSA confirmed that it had confidence in this reappointments process and the Privy Council made the recommended reappointments.
- 2.7 A detailed timeframe of the work involved in this process is set out at **Appendix 2**.

3. Legal, policy and national considerations

- 3.1 In accordance with the GDC's legislative framework, the Privy Council makes appointments to the General Dental Council. The framework sets out the number of Council members (12), and the criteria which must be satisfied in making appointments, including having at least one Council member from all four nations of the UK and the requirement for both lay and registrant members. The legislation also puts a limit on the length of term of office for Council members.

¹ Section 3(2) of the GDC Constitution Order 2009

3.2 The GDC is responsible for managing the process of reappointment, and for providing the names of suggested appointees to the Privy Council. In accordance with section 25C of the Health and Social Care Act (2012), the Professional Standards Authority (PSA) provides assurance to the Privy Council in relation to the robustness of the process for suggested appointments used by all of the healthcare regulators, including the GDC.

4. Risk considerations

4.1 There is a risk that, following reappointments being recommended by the Council, the Privy Council do not reappoint the members, or the PSA do not find confidence in our process. This is not considered to be a material risk as the process has been designed to follow the PSA guidance on appointments and reappointments. The process has been planned to allow for enough time for additional vacancies to be incorporated into the Council Member recruitment process to be run in 2021 should it be necessary.

5. Resource considerations and CCP

5.1 The resource implication has been considered and the work will be completed as part of business as usual.

6. Development, consultation and decision trail

6.1 The Remuneration Committee reviewed and recommended the existing reappointments process in September 2019 and this was approved by the Council in December 2019. No changes were proposed to the Remuneration and Nomination Committee as that process ran smoothly and the PSA confirmed that it had confidence in the GDC's processes and, accordingly, reappointments were made to the Council.

6.2 Following the review by the Committee in August 2020, it found that it was content with the process and is recommending it for approval by the Council.

6.3 The Remuneration and Nomination Committee will receive updates with regards to the progress of the reappointments throughout the process.

Appendices

- a. Appendix 1 - Summary of information for confidential report
- b. Appendix 2 - Schedule for reappointment

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02 September 2020

Appendix 1

Summary of information for Confidential ReportFrom the Governance team:

- Details of the Member's attendance at Council and Committee meetings and whether or not any attendance requirements have been met;
- Details of any complaints made against the Council Member;
- Details of any conflicts of interest that have arisen and how they have been handled;
- Confirmation that all legislative provisions have been complied with and that none of the disqualification criteria apply.

Assurance of skills and experience aligns with the objectives of the Council and Committees on which the members sit

From the Chair of Council:

- Confirmation that the Council Member wishes to be reappointed and can give time to the role;
- A review of the competencies used when the Council Member was appointed;
- An assessment as to whether the Council Member continues to meet the competencies and is performing at the required level. This assessment would take account of information from the Council Member's previous appraisals and the appraisal in November 2020;
- The outcome of the skills audit and an assessment of whether the Council Member will be able to meet the anticipated future needs of the Council;
- For registrant members only – whether any Fitness to Practise concerns have been raised;
- An overview of feedback from other Council Members, third parties and the Chief Executive and Registrar;
- An overall conclusion as to whether or not the Council Member should be recommended for reappointment.

Appendix 2

Schedule for Reappointment

Stage	Lead	Date
Discuss reappointment with candidate	Chair of Council	August 2020
Seek views of candidates from Council, Chief Executive and third parties	Chair of Council with support from Secretariat Manager	August 2020
Appraisal of candidates	Chair of Council	October - November 2020
Preparation of confidential report	Chair of Council with support from Secretariat Manager	December 2020
Council to take a decision regarding recommendation for reappointment	Chair of Council	December 2020
Submit Notice of Reappointment Recommendation to PSA [Three weeks needed]	Secretariat Manager	December 2020
Privy Council to consider and make the reappointment [Two weeks needed]	Secretariat Manager	January 2021
Notify candidates, Council and organisation of results	Chair of Council	January 2021

Appraisal Process for Council Members

Executive Director	Sarah Keyes. Executive Director, Organisational Development.
Author(s)	Lucy Chatwin, Head of People Services
Type of business	For decision
Issue	This paper sets out the proposed appraisal process for Council members
Recommendation	The Council is asked to approve the appraisal process for Council members

1. Introduction and Background

- 1.1 Following the Council and Committee effectiveness review 2019 undertaken by Deloitte, the People Services team undertook to review the current Council appraisal process.
- 1.2 It is proposed that the process is streamlined, with a clearer focus on self-reflection and targeted feedback to identify areas which can be developed and strengthened over the coming year to ensure that Council continues to operate effectively.
- 1.3 The process was discussed at the Remuneration and Nomination Committee on 21 July 2020 and, subject to some minor amendments, was recommended for approval by the Council.
- 1.4 The Council is asked to approve the new appraisal process for Council Members.

2. The process

- 2.1 The current appraisal process is based on individual performance in the role, rather than focussing on the performance of the Council as a whole. The process consists of three parts:
 - **Self-reflection** – a form is completed by the Council member being appraised.
 - **Feedback from others** – this currently includes:
 - The Chair of one Committee upon which they sit
 - One other Council member, who is not a Committee Chair
 - The Chief Executive, who provides feedback on all Committee Chairs
 - The Lead Executive Director for the Committee to which they are attached to provide feedback for Committee members
 - EMT which, as a collective, will provide feedback for each Council Member
 - **A conversation** - with the appraiser.
- 2.2 It is still proposed that the appraisal process will follow the above principles and be in three parts however the main change is to streamline the process where possible.
- 2.3 The self-reflection process will be completed by the Council member being appraised and documented on the appraisal form (**Appendix A**).

- 2.4 One of the main changes is that the form has been simplified to support the conversation to cover four key areas:
- **Contribution** – this allows the member to undertake self-reflection on what they have achieved, their successes and how their relationships with others positively impact on the effective running of the Council.
 - **Leadership, Values, Equality and Diversity** – this gives the opportunity to consider how the member has demonstrated leadership behaviours, GDC values, EDI and how they have recognised the principles of public life.
 - **Learning and Development** – this allows the conversation to focus on what skills and competence they have required over the past 12 months together with a future look at what development they feel they need, how well they understand the role of the Council and Executive together with future aspirations.
 - **Feedback from the Appraiser** – this provides the appraiser the opportunity to summarise the conversation.
- 2.5 In order to streamline the process further, it is proposed that the Governance team will request feedback as follows:
- For Committee Chairs, feedback will be sought from:
 - the Chief Executive
 - the Lead Executive Director for the Committee to which they are attached –
 - For Council Members, feedback will be sought from:
 - the Chair of one Committee upon which they sit – *as decided by the Lead Executive Director for the Committee*
 - the Lead Executive Director for the Committee to which they are attached to provide feedback on behalf of Committee members
- 2.6 Whilst this removes the formal step of peer feedback, Council members may wish to have informal conversations with their peers. Any insights received can be brought to the appraisal conversation. Council Members have the option of sending their feedback directly to the Governance team, should they wish to provide specific feedback on their Committee colleagues. The Chief Executive will be able to raise issues relating to Council members to the Chair of Council verbally or in writing, if necessary, but will not normally provide individual feedback.
- 2.7 As with the current process, the appraisal conversation will take place with the Chair of the Council.
- 2.8 The Governance team will organise a suitable date and time for the appraisal conversation to take place and will send the Council member the appraisal form (**Appendix 1**) to return at least two weeks prior to the appraisal conversation, for review by the appraiser.
- 2.9 The Governance team will request feedback, as detailed in section 2.5, and this will be given to the appraiser in advance of the conversation. The Remuneration and Nomination Committee considered how best to approach the quality conversation and recommended the use of the following questions as used in the current process:
- What strengths has the member used this year?
 - What strengths might have been overplayed and what was the impact this had on their role and/or in their Council and Committee work?

- What areas of development do you feel the member needs to work on over the next 12 months?
- What skills gap do you think the member needs support to address over the next 12 months?

2.10 Once the appraisal conversation has taken place, the form should be returned to the Governance team for retention on the electronic personal file.

3. Equality, diversity and privacy considerations

3.1 The appraisal process has not significantly changed and does not negatively impact on people with particular protected characteristics. It can be made available in a larger or different format should this be required.

3.2 Council members are asked to comment on how they have shown a commitment to equality, diversity and inclusion. It is envisaged that this will form an integral part of the appraisal conversation.

4. Development, consultation and decision trail

4.1 Appraisal processes upon which this process has been based were approved by Remuneration Committee in September 2019 and the Council in December 2019 and involved discussions with key stakeholders. The Remuneration and Nomination Committee reviewed and recommended this streamlined process at its meeting in July 2020.

4.2 The Executive Director, Organisational Development has consulted with the Chair of Council regarding the appraisal process. There is agreement that that the process should be simplified and streamlined. The process being presented within this paper does this by

- a. having more emphasis on a quality conversation,
- b. shortening the form
- c. and simplifying the feedback mechanism

4.3 Following correspondence with the Chair of the Remuneration and Nomination Committee, a sample of Council members were also contacted and were requested to provide their feedback on the appraisal process.

5. Resource considerations and CCP

5.1 The Governance team will co-ordinate the process as it has done in the past. No further resource will be necessary.

6. Monitoring and review

6.1 The appraisal process will be reviewed annually by the Remuneration and Nomination Committee and feedback will be sought from Council members as part of this review.

7. Next steps and communications

7.1 The Governance team will manage the appraisal process for Council Members. They will organise suitable times for the appraisal conversations to take place, send the appraisal form to Council members to complete in advance of the conversation and ensure the Chair of the Council has the relevant feedback.

8. Appendices

- a. Appraisal form

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12 August 2020

Appendix A: Council Member Appraisal Form

This form is to be completed by the Council member in advance of the appraisal meeting with the Chair and returned, by an agreed date to the Secretariat. The Governance team will ensure a pack is created for the Chair to enable them to prepare for the meeting.

Name:	Date of appraisal discussion:
Contribution <ul style="list-style-type: none"> • How have you made a meaningful contribution in your role as Committee Chair and/or Council Member? • How well do you think you have understood the issues facing the GDC over the last year? • What successes and challenges have you faced? • Describe your relationships with your Council/Committee colleagues, the Executive and other stakeholders. In what ways do these relationships contribute to the effective running of the Council? 	
Leadership, Values, Equality and Diversity <ul style="list-style-type: none"> • Describe how you have demonstrated the Council’s leadership behaviours in your role: <ul style="list-style-type: none"> ○ <i>Demonstrating trust and respect;</i> ○ <i>Promoting collaboration;</i> ○ <i>Raising performance;</i> ○ <i>Clarifying the vision;</i> ○ <i>Positive leadership.</i> • How have you upheld the recognised principles of public life? • How have you been a positive ambassador for the GDC? • How have you shown a commitment to equality, diversity and inclusion? • How well do you feel you have demonstrated the GDC values <ul style="list-style-type: none"> ○ <i>Fairness; Transparency; Responsiveness; Respect</i> 	

Appendix A: Council Member Appraisal Form

<p>Learning and Development</p> <ul style="list-style-type: none">• What new skills, knowledge, or competence did you acquire during 2020?• What might you do differently moving forward?• What development do you feel you need?• What further development do you think the Council needs as a collective?• How well do you feel you understand the role of the Council, CEO, AO and the Executive?• Which of the leadership areas do you consider you need to focus more on going forward?• Do you have an aspiration to sit on another committee?	
<p>Feedback from Appraiser</p>	

Signed Appraisee:

Date:

Signed Apraiser

Date:

Council Member Remuneration

Executive Director	Sarah Keyes, Executive Director, Organisational Development
Author(s)	Sarah Keyes, Executive Director, Organisational Development
Type of business	For decision
Issue	Council Member Remuneration
Recommendation	The Council is asked to approve the Remuneration and Nomination Committee's recommendation that there is no change to Council Member Remuneration.

1. Key considerations

- 1.1 The Remuneration and Nomination Committee considered the levels of remuneration for the Chair of Council, Council Members, and Committee Chairs on 21 March 2019. At that time, following comprehensive benchmarking, a recommendation for no change was made.
- 1.2 Whilst remuneration rates have been regularly reviewed, they have not changed for Council Members for approximately seven years.
- 1.3 The most recent round of Council Member recruitment has concluded with the appointment to all three vacant positions with strong candidates from a large field. Whilst there is learning from the process, remuneration has not been flagged as a key barrier.
- 1.4 The GMC are currently advertising for Council Members and the rate of remuneration remains unchanged from the position that was reported to the Committee in 2019.
- 1.5 Pay increases for staff are currently frozen considering the current climate. EMT made an early decision that to award pay increases would be inappropriate during the pandemic period and taking account of the position of the industry that we regulate. The Remuneration and Nomination Committee have agreed a similar position for Executive and Chief Executive pay.
- 1.6 It is within this context that the Remuneration and Nomination Committee recommend to the Council to retain Council Member allowances as they currently stand with the commitment to review in 18 months' time following the appointment of a new Chair.

2. Legal, policy and national considerations

- 2.1 There are no legal considerations, policy changes or national issues that need to be considered

3. Equality, diversity and privacy considerations

- 3.1 Not applicable.

4. Risk considerations

- 4.1 Remuneration may be a barrier to attracting certain future Council candidates but, as set out above, is not considered to be the case at present.

5. Resource considerations and CCP

- 5.1 There are no current issues; any future resource changes would be considered in future iterations of the CCP planning

6. Monitoring and review

- 6.1 It is proposed that this approach is reviewed by the Remuneration and Nomination Committee in January 2022.

7. Development, consultation, and decision trail

- 7.1 The issue was last considered by the Committee in July 2020 where it was agreed a fuller review would be conducted as part of the Board Effectiveness Review recommendations.

8. Next steps and communications

- 8.1 If the recommendation is agreed this will be noted in the Annual Report.

Appendices

None

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14 September 2020

Committee Appointments

Executive Director	Lisa Marie Williams, Executive Director, Legal and Governance
Author(s)	William Moyes, Chair of Council Katie Spears, Head of Governance Polly Button, Governance Manager
Type of business	For decision
Issue	To review the membership of the GDC's non-statutory Committees and the Chair's Strategy Group.
Recommendation	The Council is asked to approve the appointments to the Finance and Performance Committee, Remuneration and Nomination Committee and the Chair's Strategy Group effective from 1 October 2020 for the period of two years.

1. Key considerations

- 1.1 The General Dental Council (GDC) Standing Orders and Resolution for the Non-statutory Committees of Council 2020 provide that the Council should appoint Council Members and Chairs to the non-statutory Committees and Working Groups of the GDC.
- 1.2 On 30 September 2020, three Council members are due to demit office:
 - a. Geraldine Campbell (lay member from Northern Ireland), Chair of the Remuneration and Nomination Committee;
 - b. Kirstie Moons (registrant member from Wales), member of the Finance and Performance Committee; and
 - c. Margaret Kellett (registrant member from England), member of the Finance and Performance Committee and member of the Chair's Strategy Group.
- 1.3 In August 2020, following a recruitment process approved by the Council, the Privy Council appointed three new Council members to take office on 1 October 2020:
 - a. Donald Burden, registrant member from Northern Ireland;
 - b. Mike Lewis, registrant member from Wales; and
 - c. Laura Simons, lay member from England.
- 1.4 In light of the changes to the composition of the Council, a review of the membership of the GDC's non-statutory committees is necessary. The Council is asked to **approve** the proposed membership and Chairs of the non-statutory Committees and the Chair's Strategy Group as set out in **Appendix 1**.

2. Membership of Committees

2.1 The current Committees and Working Group of the Council are:

- a. The Audit and Risk Committee (ARC)
- b. The Finance and Performance Committee (FPC)
- c. The Remuneration and Nomination Committee (RemNom) and
- d. The Chair's Strategy Group (CSG).

2.2 The composition of ARC, FPC and RemNom must be a Chair and at least two members of the Council (of whom at least one must be a registrant member and one must be a lay member). The CSG is chaired by the Chair of Council and its minimum membership should include two registrant and two lay members of the Council. The ARC and RemNom also currently have an external member. The Standing Orders require the Chair of Council to make public proposals for the appointment of Council Members to the Committees of Council and to the role of Committee Chairs.

3. Audit and Risk Committee

3.1 There are currently no recommended changes to the composition of the ARC. This has been discussed and agreed with the Chair of the ARC. However, it should be noted that the GDC will be seeking a new independent member of ARC in 2021, when the current individual who holds that post's term ends. The details of the proposed ARC membership are outlined in **Appendix 1**.

4. Remuneration and Nomination Committee

4.1 The current Remuneration and Nomination Committee Chair, Geraldine Campbell (lay member), is demitting office on 30 September 2020, leaving the chair position vacant.

4.2 Anne Heal has been a lay member of RemNom and FPC since October 2017. In addition to being highly experienced Committee member, Anne has substantial Board and chairing experience in her roles outside of the GDC. Anne has previously chaired Thames Water's Customer Challenge Group and currently chairs the National Council for Voluntary Organisations and Volunteering Matters.

4.3 The Chair of Council proposes that Anne Heal be appointed as Chair of the RemNom and Laura Simons (lay member) be appointed as a member of the RemNom as of 1 October 2020. The details of the proposed RemNom membership are also outlined at **Appendix 1**.

5. Finance and Performance Committee

5.1 Kirstie Moons and Margaret Kellett, both registrant members of the Finance and Performance Committee, will demit office on 30 September 2020.

5.2 To keep disruption to the Committee as minimal as possible it is proposed that Terry Babbs continue to Chair, and Anne Heal remain as a Committee member.

5.3 The Chair of Council additionally proposes that Donald Burden and Mike Lewis be appointed as members of FPC as of 1 October 2020. The details of the proposed membership of the FPC are set out at **Appendix 1**.

6. Chair's Strategy Group Membership

6.1 The Council approved the continuation of the CSG in July 2020, for a six-month period from 28 August 2020 to 28 February 2021. The CSG meets approximately every six weeks the membership of the CSG was last reviewed by the Council on 28 March 2019.

- 6.2 Margaret Kellett, a registrant member of CSG, will demit office on 30 September 2020.
- 6.3 It is proposed that Donald Burden (registrant member) joins the CSG to replace Margaret.
- 6.4 Donald Burden (registrant member) has extensive experience in the dental education sector and does not currently hold any clinical commitments.
- 6.5 The details of the proposed membership of the CSG are also set out at **Appendix 1**.

7. Terms of Membership

- 7.1 For each of the non-statutory Committees outlined above, the proposed terms of membership are as follows:
- a. The proposed term of office for all eligible Committee members is two years (to end on **30 September 2022**).
 - b. The Chair of Council and Catherine Brady are due to demit office in 2021. In relation to these Council members, the proposed term of office within their respective Committees is one year (to end on **30 September 2021**).
 - c. There are three Council members standing for reappointment in 2021. These are Anne Heal, Jeyanthi John and Terry Babbs. Their two-year proposed term of office will be subject to the Privy Council approval of their reappointment as Council members.

8. Legal, policy and national considerations

- 8.1 The Council make appointments to Committees in accordance with the Standing Orders.

9. Equality, diversity and privacy considerations

- 9.1 No issues identified.

10. Development, Consultation and Decision trail

- 10.1 Committee Membership was last reviewed and approved by the Council on 3 October 2019.

11. Next steps and communications

- 11.1 The Council is asked to **approve** the membership and Chairs of the non-statutory Committees and the CSG as set out in **Appendix 1**.
- 11.2 Following approval, the changes to the membership of the Committees will be communicated formally to staff and the GDC website will be updated accordingly.
- 11.3 Committee inductions will be delivered to aid the integration of new members.

Appendices

- a. **Appendix 1** - A proposed table of membership and Chairs of the non-statutory Committees and CSG.

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07 September 2020

Appendix 1

Committee	Proposed Chair	Proposed Members
Audit and Risk Committee (no changes)	Crispin Passmore*	Catherine Brady ‡
		Sheila Kumar*
		Simon Morrow
		Rajeev Arya (independent member)^
Finance and Performance Committee	Terry Babbs +	Donald Burden
		Anne Heal +
		Mike Lewis
Remuneration and Nomination Committee	Anne Heal +	Jeyanthi John +
		Caroline Logan*
		Laura Simons
		Ann Brown (independent member)
Working Group		
Chair's Strategy Group	Bill Moyes ‡	Catherine Brady ‡
		Donald Burden
		Anne Heal +
		Sheila Kumar*

* Council members were reappointed in February 2020 by the Privy Council and their second terms start on 1 October 2020.

+ Council members subject to Privy Council approval for reappointment from 1 October 2021.

‡ Council members demitting office on 30 September 2021 and to be appointed for one year only.

^ Until his term expires in May 2021