

<b>Agenda item:</b>	<b>13</b>
<b>Report title:</b>	<b>2017 Meeting Schedule</b>
<b>Report by:</b>	<b>Christine Payne</b> , Head of Governance, Office of the Chair and Chief Executive, <a href="mailto:cpayne@gmc-uk.org">cpayne@gmc-uk.org</a> , 020 7189 5422
<b>Action:</b>	<b>To consider</b>

## **Executive summary**

This paper sets out the proposed dates of Council, Committee and UK Advisory Forum meetings in 2017.

## **Recommendation**

Council is asked to agree the 2017 schedule of meetings.

## Council

- 1 The draft schedule of Council meetings for 2017 is at [Annex A](#). Council previously agreed that it should meet four times a year, with provision made for two additional seminars/meetings if the work programme required it, and to have an awayday. In 2015 Council agreed that it should meet six times each year as the work programme requires this for Council's business. We propose that Council should continue to meet with this frequency and that the dates will be utilised for meetings, and/or seminars and closed session discussions, subject to the requirements of the forward work programme as it develops.

## Committees and UK Advisory Forums

- 2 The draft schedule of Committees (Audit and Risk Committee, Remuneration Committee, Investment Sub-Committee, and the Board of Pension Trustees), UK Advisory Forums and other group meetings is at [Annex B](#). The frequency of meetings has been determined in accordance with the working arrangements set out in their statements of purpose.

## Working arrangements

- 3 A usual, it will be open to Chairs to propose alternative dates, in consultation with other members, and to decide as the work programmes develop, whether there is a need to hold all of the proposed meetings scheduled, or indeed if additional meetings are required.
- 4 The location of all meetings in 2017 will be kept under review, subject to the outcome of the GMC Change Programme and the accommodation review which will look at the space available for holding meetings in the London and Manchester offices. In considering the Change Programme at the end of 2015, Council also expressed an interest in exploring the possibility of holding more of its meetings in Manchester in 2016. This is being explored and an update will be given at the meeting.
- 5 We have taken into account dates of school holiday periods and major religious festivals. We avoided scheduling meetings in early January, late July, August and late December 2017. However, due to the number of dates required and the fact that half terms and summer holidays vary between schools and different regions, and in each of the four countries, we have not been able to completely avoid these periods. For the most part, we have also succeeded in avoiding scheduling meetings on the dates and observations of major religious festivals.

## M13 – 2017 Meeting Schedule

## M13 – Annex A

### 2017 Council meetings

The proposed meeting schedule for Council is as follows:

Wednesday 22 February 2017, 18:00-20:00 (Evening seminar)

Thursday 23 February 2017, 09:00-13:00

Tuesday 25 April 2017, 18:00-20:00 (Evening seminar)

Wednesday 26 April 2017, 09:00-13:00

Tuesday 6 June 2017, 18:00-20:00 (Evening seminar)

Wednesday 7 June 2017, 09:00-13:00

Wednesday 5/Thursday 6 July 2017, Council awayday – Residential/overnight

Wednesday 27 September 2017, 18:00-20:00 (Evening seminar)

Thursday 28 September 2017, 09:00-13:00

Monday 6 November 2017, 18:00-20:00 (Evening seminar)

Tuesday 7 November 2017, 09:00-13:00 (Closed session)

Monday 11 December 2017, 18:00-20:00 (Evening seminar)

Tuesday 12 December 2017, 09:00-13:00

## M13 – 2017 Meeting Schedule

## M13 – Annex B

### 2017 Committee and other group meetings<sup>1</sup>

#### Audit and Risk Committee

- Thursday 26 January 2017
- Thursday 9 March 2017
- Thursday 11 May 2017
- Tuesday 11 July 2017
- Thursday 14 September 2017
- Thursday 16 November 2017

#### Remuneration Committee

- Thursday 2 March 2017
- Thursday 2 November 2017

#### Investment Sub-Committee

- Tuesday 7 February 2017
- Wednesday 3 May 2017
- Tuesday 1 August 2017
- Tuesday 14 November 2017

<sup>1</sup> Meeting dates are subject to agreement with Board/Committee Chairs/members

### **Board of Pension Trustees**

Tuesday 28 February 2017

Thursday 18 May 2017

Wednesday 28 June 2017

Wednesday 20 September 2017

Wednesday 29 November 2017

### **GMC/MPTS Liaison Group**

Tuesday 16 May 2017

Wednesday 22 November 2017

### **MPTS Committee**

Wednesday 8 February 2017

Thursday 4 May 2017

Tuesday 19 September 2017

Wednesday 15 November 2017

### **UK Advisory Forums in Scotland, Northern Ireland and Wales**

Tuesday 14 March 2017 (Wales)

Tuesday 21 March 2017 (Scotland)

Wednesday 29 March 2017 (Northern Ireland)

Thursday 26 October 2017 (Northern Ireland)

Tuesday 31 October 2017 (Scotland)

Thursday 9 November 2017 (Wales)