

<b>Agenda item:</b>	<b>M13</b>
<b>Report title:</b>	<b>2018 Meeting Schedule</b>
<b>Report by:</b>	<b>Patricia Morrissey</b> , Interim Head of Governance, Office of the Chair and Chief Executive, <a href="mailto:patricia.morrissey@gmc-uk.org">patricia.morrissey@gmc-uk.org</a> , 020 7189 5483
<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 2018.

## **Recommendation**

Council is asked to agree the 2018 schedule of meetings.

## Council

- 1 The draft schedule of Council meetings for 2018 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.
- 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 It was agreed at the Council Awayday on 6 July 2016 that two Council meetings per year would be held in Manchester. We propose that Council should continue to meet twice in Manchester in 2018, subject to any feedback from members on how the new arrangements operate in 2017.
- 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 2018. 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.
- 6 We have also considered the reporting arrangements required and have sought to achieve a schedule that links with the production of timely performance and financial information. Given the range of meeting dates to be scheduled throughout the year and a number of fixed meeting dates for reporting purposes, the dates proposed, as far as possible, allow for Council's review of appropriate and timely data.

## M13 – 2018 Meeting Schedule

## M13 – Annex A

### 2018 Council meetings

The proposed meeting schedule for Council is as follows:

Tuesday 27 February 2018, 18:00-20:00 (Evening seminar)

Wednesday 28 February 2018, 09:00-13:00

Monday 23 April 2018, 18:00-20:00 (Evening seminar)

Tuesday 24 April 2018, 09:00-13:00

Tuesday 5 June 2018, 18:00-20:00 (Evening seminar)

Wednesday 6 June 2018, 09:00-13:00

Tuesday 3/Wednesday 4 July 2018, Council away day – Residential/overnight

Wednesday 26 September 2018, 18:00-20:00 (Evening seminar)

Thursday 27 September 2018, 09:00-13:00

Monday 5 November 2018, 18:00-20:00 (Evening seminar)

Tuesday 6 November 2018, 09:00-13:00 (Closed session)

Tuesday 11 December 2018, 18:00-20:00 (Evening seminar)

Wednesday 12 December 2018, 09:00-13:00

## M13 – 2018 Meeting Schedule

## M13 – Annex B

### 2018 Committee and other group meetings<sup>1</sup>

#### Audit and Risk Committee

Thursday 25 January 2018

Thursday 15 March 2018

Thursday 10 May 2018

Thursday 19 July 2018

Thursday 13 September 2018

Thursday 15 November 2018

#### Remuneration Committee

Thursday 8 March 2018

Thursday 25 October 2018

#### Investment Sub-Committee

Tuesday 6 February 2018

Tuesday 1 May 2018

Wednesday 1 August 2018

<sup>1</sup> Meeting dates are subject to agreement with Board/Committee Chairs/members. GMC Services International meeting dates are not included in this annex due to the independent operation of the Board.

Tuesday 20 November 2018

**Board of Pension Trustees**

Tuesday 6 March 2018

Wednesday 23 May 2018

Wednesday 11 July 2018

Tuesday 18 September 2018

Wednesday 28 November 2018

**GMC/MPTS Liaison Group**

Wednesday 9 May 2018

Tuesday 27 November 2018

**MPTS Committee**

Wednesday 7 February 2018

Wednesday 2 May 2018

Tuesday 11 September 2018

Tuesday 13 November 2018

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

Tuesday 14 March 2018 (Wales)

Wednesday 21 March 2018 (Northern Ireland)

Wednesday 28 March 2018 (Scotland)

Thursday 11 October 2018 (Northern Ireland)

Tuesday 16 October 2018 (Wales)

Wednesday 24 October 2018 (Scotland)