

College of General Dentistry Council Member Role and Responsibilities

1. Functions and responsibilities of the Council

The Council of the College of General Dentistry is largely elected by CGDent members and guides the Trustees on the development of the College to serve patients and the dental professions across general dentistry. Council members provide leadership, strategic input and direction in all the professional affairs of the College.

2. Structure of the Council

The Council is chaired by the President of CGDent and comprises 19 voting members elected from the constitutional membership of the College:

- 13 UK regional representatives
- 1 UK national representative
- 1 Overseas representative
- 1 Faculty of Dental Hygiene & Dental Therapy representative
- 1 Faculty of Dental Nursing & Orthodontic Therapy representative
- 1 Faculty of Dental Technology & Clinical Dental Technology representative
- 1 Faculty of Dentists representative

The term of office for an elected Council member is three years, after which a re-election will be held for the seat. A maximum of nine years can be served on the Council. This can comprise three continuous terms of office, or separate terms.

Appointed voting representatives are subject to annual re-appointment.

Other representatives are also co-opted or appointed to sit on the Council at the discretion of the voting members. These individuals have the right to contribute fully to the proceedings of the Council, but do not carry a vote.

3. Role of Council members

- a. Regional representatives are elected by their regional constituency and should represent any regional interests to the Council, as well as providing feedback on CGDent developments to members wherever appropriate. They are expected to proactively engage with regional stakeholders in the promotion of the work of the College.
- b. The Overseas representative is elected by the overseas College members and will also be expected to advise and represent any international interests to the business of the Council. They are also expected to proactively engage with international stakeholders wherever appropriate.
- c. National representatives are elected by the UK membership and will have a similar scope, but at a national level. They may also be asked to cover the interests of a regional seat if a vacancy ever occurs mid-term.

- d. Faculty representatives are elected by the members of their respective Faculties, and membership is based on the registered dental role of the member. They will represent the interests of their respective constituencies of membership.

4. Responsibilities of Council members

- a. Serving as a member of the CGDent Council is a voluntary role, the purpose of which is to lead, support and further the aims of College for the benefit of its members, the dental profession and the public. It is a service role and is not remunerated, although expenses will be paid in line with the College's policies.
- b. Council members will adhere to the CGDent code of Conduct – see annex 1. Council members are also expected to treat each other, and CGDent staff, with courtesy and respect.
- c. Council members are required to declare any interests which may present a conflict in relation to their position on the Council.
- d. They are also expected to respect the confidential nature of much of the business of the Council. If Council members do not know whether or not any particular aspect of Council business may be discussed more widely, they are expected to seek guidance from the Chair or the CEO.
- e. At all times Council members are expected to act in the interests of the College, the profession and patients. Council members are expected to put the interests of the College above any personal interests in relation to Council matters.
- f. While serving on the Council, members will be expected to act as representatives of the College and to promote the College and its work both internally and externally. Council members should not do anything that might damage the reputation of the College when they are acting in that capacity.
- g. Council members might also be members of other professional bodies and external committees, and they should declare any conflict of interest with College business, at a suitable time in discussions.
- h. Council members should ensure that their personal views are not presented as the views of the Council or College, and that they do not decide policy on behalf of the College without going through the appropriate decision-making and approval processes.
- i. Council members should not speak publicly on behalf of the College without the prior agreement of the President or CEO.
- j. Council members will attend all meetings of the Council and any sub-committee(s) on which they serve. These will include three face-to-face meetings each year, as well as regular online meetings.
- k. Any absence must be approved in advance by the Chair of the meeting, and absence from two consecutive meetings will be referred to the President and it is possible that this may result in removal from the Council.
- l. Council members are expected to contribute to work of the College through participation in sub-committees or other activities.
- m. Council members will agree that they may be asked to act as chair of a committee, at the request of the Revision Committee, as part of their role.
- n. Council members will be expected to participate in the election processes for the Vice-Presidents of the College.