



Annual Report

2021

Table of Contents

1. Executive Summary	3
2. Annual Report on Governance	7
Appendices	
A. Member of Dental Council and its Committees	10

Executive Summary

The Dental Council is pleased to present its 2021 Annual Report.

2021 was the first year of the incoming Dental Council. The Dental Council took office in November 2020 and Dr Gerry Cleary was elected president. The work of the first year of council predominantly involved establishing the committees and developing work plans for the council's term of office. The Dental Council met five times in 2021. All the meetings were held online due to the restrictions imposed during the Covid-19 pandemic. The main highlights include:

- **Submission regarding Legislative Change:** At the request of the Department of Health, the Dental Council prepared a comprehensive submission setting out the need for legislative change in dentistry. The submission was benchmarked against the national oral health policy and the regulatory systems in other comparative regulated professions.
- **Undergraduate Dental Education:** The council approved a new suite of accreditation documents to allow the Dental Council to accredit registerable programmes in undergraduate dentistry and in the auxiliary professions.
- **Education during Covid-19:** The Dental Council had engaged with dental educators at the outset of the pandemic was to ensure that programme adaptations were necessary, proportionate, and focussed on the development of competence in students. The council reviewed the education provided during Covid-19 to ensure that notwithstanding the practical difficulties imposed on teaching due to the pandemic restriction that students received an education sufficient to equip them to be competent practitioners at the point graduation.
- **Dental Professionals as vaccinators:** The Dental Council agreed that dentists and dental hygienists could provide vaccinations in the course of their practice of dentistry under the terms of the Dentists Act, 1985.
- **Fitness to Practise:** The Dental Council agree to remove one of the conditions attached to a registration of a dentist in the register of dentists as he had met the requirements set down in the condition.
- **Internal Dental Council:** The Dental Council received approval for it to implement the staffing plan approved by the council in 2019. This plan set out a proposed organisation structure, provided for the council to pay staff in accordance with civil service scales and to regrade a number of positions within the council.

Annual Report on Governance

1. Governance Statement and Board Members' Report

Governance

The Dental Council was established under the Dentists Act, 1985. The Dental Council is accountable to the Minister for Health and is responsible for ensuring good governance and performs this task by setting strategic objectives and targets and taking strategic decisions on all key business issues. The regular day-to-day management, control and direction of the Dental Council are the responsibility of the registrar and the senior management team. They must follow the broad strategic direction set by the Council and must ensure that all members have a clear understanding of the key activities and decisions related to the entity, and of any significant risks likely to arise. The registrar acts as a direct liaison between the Council and executive of the Council.

Board Responsibilities

The work and responsibilities of the Dental Council are set out in the 'Statement of Governance of the Dental Council' document which also confirm the matters specifically reserved for the council's decision. Standing items considered by the council include:

- declaration of interests
- reports from committees
- financial reports/management accounts
- performance reports, and
- reserved matters

Section 21 of the Dentists Act, 1985 requires the Dental Council to keep proper accounts of all income and expenditure and to keep proper accounts of the property, assets and liabilities of the Council. In preparing these financial statements, the Dental Council:

- selects suitable accounting policies and apply them consistently
- makes judgements and estimates that are reasonable and prudent
- prepares the financial statements on the going concern basis

The Council is responsible for keeping adequate accounting records which disclose, with reasonable accuracy at any time, its financial position and enables it to ensure that the financial statements comply with Section 21 of the Dentists Act, 1985.

The maintenance and integrity of the corporate and financial information on the Dental Council's website is the responsibility of the Dental Council. The Council is responsible for approving the annual plan and budget. An evaluation of its performance by reference to the annual plan and budget was carried in December 2021. The Council is also responsible for safeguarding its assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Dental Council considers that the financial statements give a true and fair view of its financial performance and the financial position as of 31 December 2021.

Statement of Compliance

The council has adopted the Code of Practice for the Governance of State Bodies (2016). Dental Council has complied with the requirements of the Code of Practice for the Governance of State Bodies, as published by the Department of Public Expenditure and Reform in August 2016.

Board Structure

The Dental Council consists of nineteen members who are appointed under the provisions of Section 9 of the Dentists Act, 1985. The president and the vice-president are elected by the council. The members and the council's subcommittees are set out in Appendix 1:

Dental Council Committees

The Dentists Act, 1985 established three statutory committees: the Education and Training Committee, the Auxiliary Dental Workers Committee and the Fitness to Practise Committee. As well as these, the Dental Council has also established a Finance and General Purposes Committee, and Audit and Risk Committee and a Specialist Training and Registration Committee, which reports to the Education and Training Committee. A description of the responsibilities for each committee and its membership is set out in Appendix 1.

Key Personnel Changes

The elections to the Dental Council in October 2020 only resulted in the five of the seven places being filled. In accordance with the Dentists Act, 1985, the council co-opted Dr Patrick Quinn and Dr Sarah Jane Grufferty to fill the remaining two places.

Mr Mark Kane, Ms Ursula Byrne, Ms Mary Faulkner and Dr Ruth Casey were appointed to the council in September 2021 by the Minister for Health. Dr Bryan Maguire was reappointed to the council until November 2025 by the Minister for Education.

Mr Paul Lyons was appointed as interim registrar from March to September 2021 to cover the absence of the registrar on leave and on assignment to prepare the council's submission on legislative change.

2. Statement on Internal Control

Scope of Responsibility

The Dental Council acknowledges its responsibility for ensuring that an effective system of internal control is maintained and operated. This responsibility takes account of the requirements of the Code of Practice for the Governance of State Bodies (2016). Internal control and risk management are presently being overseen by the Dental Council's Audit and Risk Committee.

Purpose of the System of Internal Control

The system of internal control is designed to manage risk to a tolerable level rather than to eliminate it. The system can therefore only provide reasonable and not absolute assurance that assets are safeguarded, transactions authorised and properly recorded and that material errors or irregularities are either prevented or detected in a timely way. The system of internal control is overseen by the Dental Council's Audit and Risk Committee. It has been in place in Dental Council for the year ended 31 December 2021 and up to the date of approval of the financial statements.

Capacity to Handle Risk

Responsibility for control and risk rests with the registrar and this is overseen by the Dental Council's Audit and Risk Committee. This committee met twice in 2021. The council policy is to manage identified risks conservatively and to build an internal resilience, including a financial resilience, to allow it deal with unexpected risk. The risk management processes in place detail the roles and responsibilities in relation to risk.

Risk and Control Framework

The Dental Council has implemented a risk management system which identifies and reports key risks and the management actions being taken to address and, to the extent possible, to mitigate those risks. A risk register is in place which identifies the key risks facing the Dental Council, and these have been identified, evaluated and graded according to their significance. The register is reviewed by the Audit and Risk Committee. The risk register is a standing item on the Audit and Risk Committee and Dental Council meeting agendas. The outcome of these assessments is used to plan and allocate resources to ensure risks are managed to an acceptable level. The risk register details the controls and actions needed to mitigate risks and responsibility for operation of controls assigned to specific staff.

I confirm that a control environment containing the following elements is in place:

- procedures for key business processes have been documented
- financial responsibilities have been assigned with corresponding accountability
- there is an appropriate budgeting system with an annual budget which is kept under review
- there are systems aimed at ensuring the security of the information and communication technology systems
- there are systems in place to safeguard the assets and
- There is no grant funding to outside agencies.

Ongoing Monitoring and Review

The Finance and General Purposes Committee monitors control processes and control deficiencies are communicated to those responsible for taking corrective action.

I confirm that the following ongoing monitoring systems are in place:

- key risks and related controls have been identified and processes have been put in place to monitor the operation of those key controls and report any identified deficiencies.
- reporting arrangements have been established where responsibility for financial management has been assigned, and
- there are regular reviews of periodic and annual performance and financial reports which indicate performance against budgets/forecasts

Procurement

I confirm that the Dental Council has procedures in place to ensure compliance with current procurement rules and guidelines and that the Dental Council complied with those procedures.

Review of Effectiveness

I confirm that the Dental Council has procedures to monitor the effectiveness of its risk management and control procedures. The Dental Council's monitoring and review of the effectiveness of the system of internal financial control is informed by the work of the external auditors, internal auditors and the Audit and Risk Committee, and the senior management within Dental Council responsible for the development and maintenance of the internal financial control framework.

I confirm that the Board conducted an annual review of the effectiveness of the internal. No weaknesses in internal control were identified in relation to 2021 that require disclosure in the financial statements.

3. Other Disclosures Required by Code of Practice for the Governance of State Bodies

The Board is responsible for ensuring that the Dental Council has complied with the requirements of the Code of Practice for the Governance of State Bodies, as published by the Department of Public Expenditure and Reform in August 2016. The following disclosures are required by the code:

Registrar's Salary and Benefits

The registrar's salary is in accordance with the Civil Service Principal Officer salary scale. He is on the maximum of this scale which was €109,547 as of 31 December 2021.

The registrar is a member of the Dental Council's pension scheme, and his entitlements in that regard do not extend beyond the terms of the model public service pension scheme.

Consultancy and Legal Costs

The Dental Council did not incur any consultancy costs relating the cost of external advice to management and excluding outsourced 'business-as-usual' functions.

The only legal costs incurred were those relating to fitness to practise and these are disclosed in the annual financial statements.

Schedule of Fees and Expenses paid in 2021

Members of Dental Council or its committees are not paid fees. The amounts set out above are the travel and subsistence claimed by individuals in 2021. The Dental Council procures the costs of accommodation and flights where relevant directly. A schedule of the expenses received by each member is set out below.

	€
Dr Frank Burke	325.20
Dr Rory Fleming	220.36
Mr John Barragry	133.67
Dr Gerry Cleary	80.00
Total	759.23

Protect Disclosures

The Dental Council received no protected disclosures in 2021.

4. Statement of Compliance

The council has adopted the Code of Practice for the Governance of State Bodies (2016). Dental Council has complied with the requirements of the Code of Practice for the Governance of State Bodies, as published by the Department of Public Expenditure and Reform in August 2016 in as far as they are relevant to the Dental Council.



Dr Gerry Cleary
President

Appendix 1 – Council and Committee Members

Council Members	Appointed by	Serves on
Dr Gerry Cleary	Elected	President, Council, Education and Training, Auxiliary, Finance and General Purposes (Chair)
Dr Catherine Gallagher	UCC	Vice-president, Council, Education and Training, and Finance and General Purposes
Prof Anthony Roberts	UCC	Council, Education and Training (Chair), STAR (Chair), Auxiliary, Finance and General Purposes
Dr Niamh Galvin	Elected	Council, Auxiliary (Chair), Education and Training, Fitness to Practise, Finance and General Purposes,
Dr Rory Fleming	Elected	Council, Fitness to Practise (Chair), Education and Training, Auxiliary and Finance and General Purposes
Dr Sarah-Jane Grufferty	Elected	Council, Education and Training, Auxiliary, Fitness to Practise and Registration Assessment Committee (International Protection)
Dr Paul Leavy	Elected	Council, Education and Training and Auxiliary and ARC
Dr Patrick O'Brien	Elected	Council, Auxiliary, ARC and Fitness to Practise
Dr Patrick Quinn	Elected	Council, Education and Training, Auxiliary, ARC and Fitness to Practise
Dr Prof Gerry Kearns	RCSI	Council, Education and Training and STAR
Prof Brian O'Connell	Trinity College	Council, Education and Training and Auxiliary
Dr Mary Clarke	Trinity College	Council, Education and Training and STAR
Mr John Gleeson	Medical Council	Council, Fitness to Practise, and ARC (Chair)
Mr John Murray	Medical Council	Council and Finance and General Purposes
Dr Ruth Casey	Minister for Health	Council and Education and Training
Ms Mary Faulkner	Minister for Health	Council and Fitness to Practise
Ms Ursula Byrne	Minister for Health	Council, Fitness to Practise and Registration Assessment Committee (International Protection)
Mr Mark Kane	Minister for Health	Council, Fitness to Practise and ARC

Dr Bryan Maguire	Minister for Education and Skills	Council, Education and Training, and Auxiliary
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Committee Members	Appointed by	Serves on
TBC	Irish Committee for Specialist Training in Dentistry (Chair)	Education and Training
TBC	Irish Committee for Specialist Training in Dent.	Education and Training
Ms Michelle Spearman-Geraghty (co-opted) Mr Ian Murray (non-attendee)	Elected Dental Nurse	Auxiliary
Ms Yvonne Howell	Elected Dental Hygienist	Auxiliary
Mr Hugh Ennis	Elected Clinical Dental Technician	Auxiliary
Ms Anne-Marie Connolly	Elected Orthodontic Therapist	Auxiliary
Mr Glenn McEvoy (Co-opted)	Dental Technician representative	Auxiliary
TBC (Chair of Oral Surgery Advisory Committee)	Irish Committee for Specialist Training in Dent.	STAR
TBC (Chair of Orthodontic Advisory Committee)	Irish Committee for Specialist Training in Dent.	STAR
Dr Frank Burke	Dental Academic (former Chair Ed and Training)	Registration Assessment Committee (International Protection) (Chair)

STAR – Specialist Training and Registration Committee

ARC – Audit and Risk Committee

Attendance at Council and Committee Meetings

	Council	ETC	ADWC	FTPC	ARC	FGPC
	6	5	4	4	2	9
Dr Gerry Cleary	6/6	4/4	4/4			9/9
Dr Catherine Gallagher	5/6	4/4				9/9
Prof Anthony Roberts	6/6	4/4	4/4			9/9
Dr Niamh Galvin	6/6	5/5	4/4	4/4		9/9
Dr Rory Fleming	6/6	5/5	4/4	4/4		9/9
Prof Brian O'Connell	3/6	4/4	4/4			
Dr Mary Clarke	6/6	4/4				
Prof Gerry Kearns	4/6	5/5				
Dr Sarah Jane Grufferty	4/4	2/3	2/2	1/2		
Dr Patrick Quinn	4/4	2/4	1/2	3/4	2/2	
Dr Patrick O'Brien	3/6		2/4	4/4	0/2	
Dr Paul Leavy	5/6	5/5	4/4		1/2	
Mr John Murray	6/6	1/1				
Mr John Gleeson	3/6			3/4	2/2	
Dr Bryan Maguire	2/2	4/4	2/2			
Mr Mark Kane	2/2			1/1		
Ms Ursula Byrne	2/2			1/1		
Dr Ruth Casey	2/2					
Ms Mary Faulkner	2/2			1/1		
-						
<u>Auxiliary Dental Workers</u>						
Ms Yvonne Howell			3/4			
Mr Ian Caffrey			0/4			
Ms Anne-Marie Connolly			4/4			
Mr Hugh Ennis			3/4			
Mr Glenn McEvoy (in attendance)			2/4			

*Includes first meeting of Dental Council on 9 December 2020

Committees

Education and Training	ETC
Auxiliary Dental Workers	AWDC
Fitness to Practise	FTPC
Audit and Risk	ARC
Finance and Gen Purposes	FGPC

*There are four scheduled meeting of Dental Council each year. The additional meetings are special meetings and are often called at short notice and as a result council members may be unable to attend.

Committees of the Dental Council

1. Statutory Committees under Dentists Act, 1985

- Education and Training Committee.

The Education and Training Committee is responsible for all matters relating to dental education and training, including post-graduate and specialist training set out under Part IV of the Dentists Act, 1985. The membership of this committee is:

- Prof Anthony Roberts (Chair and University College Cork)
- Dr Gerry Cleary (President)
- Dr Catherine Gallagher (University College Cork)
- Prof Brian O'Connell (Trinity College Dublin)
- Dr Mary Clarke (Trinity College Dublin)
- Prof Gerry Kearns (Royal College of Surgeons)
- Dr Paul Leavy (Elected Dentist)
- Dr Rory Fleming (Elected Dentist)
- Dr Niamh Galvin (Elected Dentist)
- Dr Patrick Quinn (Elected Dentist)
- Dr Sarah Jane Grufferty (Elected Dentist)
- Dr Bryan Maguire (Minister for Education)
- Dr Ruth Casey (Minister for Health)
- Chair of ICSTD (Irish Committee for Specialist Training in Dentistry)
- Member of ICSTD (Irish Committee for Specialist Training in Dentistry)

- Auxiliary Dental Workers Committee

The Auxiliary Dental Workers Committee is responsible for all matters relating the auxiliary dental workers professions set out in Part IV of the Dentists Act, 1985. This committee includes a member elected by each class of auxiliary dental worker. The membership of this committee is:

- Dr Niamh Galvin (Chair of Auxiliary Dental Workers)
- Dr Gerry Cleary (President)
- Prof Anthony Roberts (University College Cork)
- Prof Brian O'Connell (Trinity College Dublin)
- Dr Paul Leavy (Elected Dentist)
- Dr Rory Fleming (Elected Dentist)
- Dr Bryan Maguire (Minister for Education)
- Mr Ian Caffery (Elected by Dental Nurses)
- Ms Anne-Marie Connolly (Elected by Orthodontic Therapists)
- Mr Hugh Ennis (Elected by Clinical Dental Technicians)
- Ms Yvonne Howell (Elected by Dental Hygienists)
- Dr Patrick O'Brien (Elected Dentist)
- Dr Patrick Quinn (Elected Dentist)
- Dr Sarah Jane Grufferty (Elected Dentist)
- Ms Michelle Spearman-Geraghty (nominated Dental Nurse)
- Mr Glenn McEvoy (*in attendance representing Dental Technicians*)

- **Fitness to Practise Committee**

The Fitness to Practise Committee is responsible for all matters relating to the council's fitness to practise functions set out under Part V of the Dentists Act, 1985. The membership of this committee is:

- Dr Rory Fleming (Chair of Fitness to Practise and Elected Dentist)
- Dr Patrick O'Brien (Elected Dentist)
- Dr Patrick Quinn (Elected Dentist)
- Dr Sarah Jane Grufferty (Elected Dentist)
- Dr Niamh Galvin (Elected Dentist)
- Mr John Gleeson (Medical Council)
- Mr Mark Kane (Minister for Health)
- Ms Mary Faulkner (Minister for Health)
- Ms Ursula Byrne (Minister for Health)

2. Committee Recognised under Dentists Act, 1985

- **Irish Committee for Specialist Training in Dentistry (ICSTD)**

The ICSTD is responsible for advising the council of matters pertinent to specialist training in Ireland.

- New committee to be appointed.

3. Standing Committees

- **Finance and General Purposes Committee**

The Finance and General Purposes Committee is responsible for all matters concerning the Dental Council's financial control, corporate governance and routine administrative matters. The membership is:

- Dr Gerry Cleary (President)
- Dr Catherine Gallagher (Vice-President)
- Prof Anthony Roberts (Chair of Education and Training)
- Dr Rory Fleming (Chair of Fitness to Practise)
- Dr Niamh Galvin (Chair of Auxiliary Dental Workers Committee)
- Mr John Murray (Medical Council)

- **Specialist Training and Registration Committee**

The Specialist Training and Registration Committee is responsible for considering applications for registration as a specialist which fall outside of the provisions of the automatic recognition of qualifications under the Professional Qualifications Directive. The membership of the committee is:

- Dr Anthony Roberts (Chair and University College Cork)
- Dr Mary Clarke (Trinity College Dublin)
- Prof Gerry Kearns (Royal College of Surgeons)
- Chair of Oral Surgery Advisory Committee of ICSTD
- Chair of Orthodontic Advisor Committee of ICSTD

- Audit and Risk Committee
- The Audit and Risk Committee is responsible for reviewing the council's internal control framework and risk management.
 - Mr John Gleeson (Chair of Audit and Risk Committee and Medical Council)
 - Dr Patrick Quinn (Elected Dentist)
 - Dr Patrick O'Brien (Elected Dentist)
 - Mr Mark Kane (Minister for Health)
 - Dr Paul Leave (Elected Dentist)

- Registration Assessment Committee (International Protection)

The Registration Assessment Committee reviews registration applications from dentists availing of the international protection pathway to registration.

 - Dr Frank Burke (Chair of Registration Assessment Committee)
 - Dr Sarah Jane Grufferty (Elected Dentist)
 - Ms Ursula Byrne (Minister for Health)