



**2024 CONFERENCE OF
SCOTTISH
LOCAL DENTAL COMMITTEES**

**FRIDAY 19 APRIL
STIRLING COURT HOTEL**

**ONLINE
CONFERENCE PACK**

CONTENTS

- Conference Agenda
- Draft Conference Standing Orders
- Virtual Voting Instructions
- Action by SDPC on 2023 Conference Motions
- Scottish Dental Practice Committee Policy Document
- Office Bearer Election Positions
- Conference of Scottish LDCs Accounts
- The Scottish Dental Fund Constitution
- The Scottish Dental Fund Accounts
- Virtual Voting Protocol
- 2024 Conference Motions



**CONFERENCE OF
SCOTTISH
LOCAL DENTAL COMMITTEES**

**FRIDAY
19 APRIL 2024**

**STIRLING COURT HOTEL
UNIVERSITY OF STIRLING**

**Please support this year's Conference Charity the
Dentists' Health Support Trust.**

**Click on the link below to donate via the bespoke conference
JustGiving webpage:**

[Dentists Health Support Trust \(justgiving.com\)](https://www.justgiving.com/Dentists-Health-Support-Trust)

**DHST Dentists' Health
Support Trust**

The Conference Agenda Committee wishes to thank [Strictly Confidential](#) for agreeing to Platinum Sponsorship for the 2024 Conference:

Strictly confidential

Sales

Valuations

Purchase

Recruitment



The Conference Agenda Committee also wishes to thank our sponsors and exhibitors for their support:



DDU

Chase de Vere

Practiceplan
The business of dentistry

Part of the WESLEYAN Group

Thorntons
We do what's right

MDDUS
Protecting professionals

CONDIES
ACCOUNTANTS & ADVISORS
COMPLIANCE ADVISORY OUTSOURCING HEALTH CLOUD WEALTH

SCOTTISH DENTAL CARE
ADVANCED|DENTISTRY

Dental Protection |

WESLEYAN
we are all about you

BRAEMAR
FINANCE

Part of Close Brothers Group



CONFERENCE OF SCOTTISH LOCAL DENTAL COMMITTEES

STIRLING COURT HOTEL, UNIVERSITY OF STIRLING
FRIDAY 19 APRIL 2024

AGENDA

Conference is open to:

LDC Delegates, Guests,
Scottish Dental Practice Committee Members,
BDA Staff and Scottish Dental Fund Board Members

08.30-09.00 Registration

09.00-09.10 Welcome and Chair's Opening Remarks

See supporting documents in conference pack:

- Proposed changes to the Conference of Scottish Local Dental Committees Standing Orders
- Virtual Voting Instructions

09.10-09.50 David McColl, Chair of the Scottish Dental Practice Committee

Presentation and Questions and Answer Session:

The work of the Scottish Dental Practice Committee 2023-2024

See supporting documents in conference pack:

- Action by SDPC on 2023 conference motions
- Scottish Dental Practice Committee Policy Document

09.50-10.20 Anas Sarwar, Leader of the Scottish Labour Party

Presentation and Question and Answer Session:

Scottish Labour's vision for NHS Dentistry in Scotland

10.20-10.50 Break

10.50-11.20 Jenni Minto, Minister for Public Health and Women's Health

Presentation and Question and Answer Session:

What's next for NHS Dentistry in Scotland?

11.20-11.50 Gordon Matheson, Head of Scottish Affairs, GDC

Stefan Czerniawski, Executive Director of Strategy, GDC

Presentation and Question and Answer Session:

An update from the GDC for General Dental Practitioners in Scotland

11.50-12.15 Updates from other UK nations:

- Shawn Charlwood, Chair of the BDA General Dental Practice Committee

- Ciara Gallagher, Chair of the BDA Northern Ireland Dental Practice Committee
- Russell Gidney, Chair of the BDA Wales General Dental Practice Committee

12.15-12.25 Gillian Wylie, Strictly Confidential
Address from conference Platinum Sponsor

12.25-13.40 Lunch

13.40-14.05 Elections and Results

Review job descriptions for each post (see document in conference pack):

- Treasurer to the Conference of Scottish LDCs (currently E Glass)
- Three members of the Conference Agenda Committee, posts held for one year (currently P MacDonald, H Dennison and A Belbin)
- One representative to the Scottish Dental Practice Committee, post held for one year (currently H Dennison)
- Two representatives to the Board of Management of the Scottish Dental Fund, posts held for three years (currently R McBurnie and D Harper)
- Two Auditors of Conference, posts held for one year (currently R Sweeney and G Stewart)

14.05-14:15 Elizabeth Glass, Conference Treasurer
Presentation and Question and Answer Session:
Conference Accounts and Treasurer's Report
(see document in conference pack)

14.15-14.35 Roy McBurnie, Derek Harper and Jim Law, The Scottish Dental Fund
Presentation and Question and Answer Session:
Report from The Board of Management with Audited Accounts for 2022/2023 and levy
(see document in conference pack)

14.35-15.40 Motions 2024
See supporting documents in conference pack:

- Virtual Voting Protocol
- 2024 Conference Motions

15.40-16.00 Break

16.00-16.50 Motions 2024 continued

16.50-16.55 Any other competent business

16.55-17.00 Chair's closing remarks

17.00 Conference closes

Date of Next Conference: Friday 25 April 2025 at the Stirling Court Hotel



CONFERENCE OF SCOTTISH LOCAL DENTAL COMMITTEES STANDING ORDERS

1. CONFERENCE OF SCOTTISH LOCAL DENTAL COMMITTEES

- 1.1** A Conference of Scottish Local Dental Committees (LDCs) may be convened at any time by the Conference Agenda Committee.
- 1.2** A Conference shall also be convened no later than two months after the request of five or more LDCs subject to the provision in Standing Order 183. The period of two months may be modified only by agreement of a majority of the LDCs making the request. The request shall be accompanied by the relevant motions that the LDCs wish to debate at the Conference and they shall be circulated with the notification of the extraordinary Conference. This does not preclude the rights of LDCs to submit further motions under Standing Order 5.
- 1.3** All expenses of a Conference shall be paid out of the Conference Fund.
- 1.4** Any reference in these Standing Orders to LDCs shall apply solely to LDCs within Scotland.

2. MEMBERS OF CONFERENCE

The Conference shall be composed of representatives of LDCs, members of the Conference Agenda Committee, members of the Scottish Dental Practice Committee as well as guests and speakers by invitation of the Conference Agenda Committee.

3. APPOINTMENT OF LDC REPRESENTATIVES

3.1 The Conference shall comprise of approximately 52 representatives from the LDCs of Scotland.

3.2 An LDC shall be able to appoint its representative/s in proportion to the total number of Principal dentists within the NHS Board area represented by the appointing LDC.

The allocation of representatives for each LDC shall be determined by the LDC Conference Treasurer, using NHS Scotland Workforce data for the total number of Principal dentists per NHS Board area, which is provided in the year preceding the Conference.

Each LDC shall be entitled to appoint representatives as follows:

<u>No. of Dentists in Practice</u>	<u>No. of Delegates</u>
Up to 20	1
21 to 50	2
51 to 100	3

101 to 200	4
201 to 300	5
301 to 400	6
401 to 500	7
501 to 600	8
601 to 700	9
701 to 800	10
801 and over	11

Each LDC may also send one observer at the expense of the LDC.

If a LDCs representation entitlement changes between Conferences, the Conference Agenda Committee shall decide the number of delegates the LDC may send to the next Conference.

4. QUORUM

No business may be transacted at any Conference unless a minimum of ~~twenty-six~~ one-half of representatives of LDCs appointed to attend such meeting are present.

5. MOTIONS

5.1 No motion shall be considered unless it has been received by BDA Scotland office in writing no less than ten days before the date of the Conference.

5.2 Motions received in the BDA Scotland office not less than six weeks before the date of the Conference shall be printed with the Agenda and Conference papers.

5.3 Motions received less than six weeks, but more than ten days, before the Conference shall be printed and circulated at the Conference.

5.4 Only in exceptional circumstances shall motions of an urgent nature be admitted for debate at the discretion of the Chair, even although that notice was not given as stated at Standing Orders (5.1 and (5.3).

6. SECONDING MOTIONS AND AMENDMENTS

No seconder shall be required for any Motion or Amendment submitted to the Conference by a LDC. All other Motions or Amendments, after being proposed, must be seconded if they are not from a LDC.

7. WITHDRAWAL OF RESOLUTIONS

Any motion to withdraw any Resolution of a Conference must be submitted by a LDC to the BDA Scotland office not less than six weeks before the date of the next Conference.

8. COMPOSITION OF AGENDA

8.1 Motions shall where possible be arranged into blocks according to their subject.

8.2 The Conference Agenda Committee shall have the power to reword motions in order to clarify their meaning, in consultation with the proposing LDC.

8.3 The Conference Agenda Committee may indicate with a 'P' (for 'Policy') motions that in the opinion of the Committee represent a reaffirmation of existing Conference policy. The Chair shall have the power to put motions so indicated to the Conference without debate.

8.4 A motion included in the Conference Agenda shall be withdrawn only with the consent of Conference.

9. RULES OF DEBATE

9.1 A member of the Conference should stand when speaking and should address the Chair.

9.2 Every member shall be seated except the one who may be addressing the Conference, and when the Chair rises no one shall continue to stand, nor should anyone rise until the Chair is re-seated.

9.3 A member shall not address the Conference more than once on any motion or amendment. The proposer of the motion or amendment may reply, but should confine the reply strictly to answering previous speakers and should not introduce any new matter into the debate.

9.4 A member of the Conference whether in speaking for or against a motion will be allowed to speak for five minutes and, with this exception, no speech shall exceed three minutes. The Conference may at any time vary the time allowed for speakers, whether in moving Resolutions or otherwise.

9.5 The Chair shall have power with the consent of the Conference to direct that any two or more motions maybe considered together.

9.6 A motion may be proposed and seconded:

- That the meeting be adjourned, or
- That the debate be adjourned, or
- That the meeting proceeds to the next business, or
- That the question be put to the vote without further discussion

Such a motion can only be carried by a majority of no less than two-thirds of those present and eligible to vote, and always provided that:

- The proposer of any motion or amendment a has the right to reply before the question is put.
- The time of adjournment may always be discussed.
- The Chair has the power to decline any of the options under Standing Order 9 which are put to the Conference.

10. AMENDMENTS TO MOTIONS

10.1 An amendment to a motion should leave out words and/or insert or add other words.

10.2 No amendment to any motion will be considered until a copy of the motion with the name of the proposer and seconder has been handed in writing to the Chair.

10.3 Whenever an amendment to an original motion has been moved and seconded no subsequent amendment shall be moved until the first amendment has been disposed of, however, notice of any number of amendments can be given to the Chair.

10.4 If an amendment to a motion is carried, the amendment will take the place of the original motion and will become the question upon which any further amended motion is debated.

11. VOTING

11.1 Representatives of LDCs and members of the Conference Agenda Committee only will be entitled to vote.

11.2 Voting will be by show of hands, or by electronic means, unless a formal division is demanded by no less than ten members of the Conference, in which case a ballot vote will be taken.

11.3 The Chair may decide that a ballot vote will be taken.

11.4 Where the number of votes cast is equal, the Chair has the right to a casting vote.

12. CONFERENCE AGENDA COMMITTEE

12.1 The Conference Agenda Committee will consist of the Chair, Chair-Elect and Immediate Past Chair of the Conference, the Treasurer and up to three members elected from the Conference. The Immediate Past Treasurer will remain on the Agenda Committee for one year as a non-voting member. The Chair of the Scottish Dental Practice Committee shall be entitled to attend all Agenda Committee meetings as an observer.

12.2 The duties of the Conference Agenda Committee will be to settle the order of the Agenda for the Conference, to make recommendations to the Conference as to the conduct of business, to make all necessary arrangements for the organisation and financing of the Conference and to report to the Conference.

12.3 Should any member of the Conference Agenda Committee, Office Bearer, or any associated Conference post resign, retire or otherwise cease to hold office before the end of their term of appointment, the Conference Agenda Committee will have the power to co-opt a successor until a replacement is elected at the next Conference.

12.4 The Conference Agenda Committee will have the right to invite to Conference special observers, where the Committee judge this is likely to assist the Conference in its work. Such observers shall be able to speak on the same terms as members of Conference but shall not be able to vote under any circumstances.

12.5 The Conference Agenda Committee has the right to invite guests/observers to committee meetings to assist with conference work as and when required.

13. ELECTION OF CHAIR OF CONFERENCE

13.1 At each alternate Conference a Chair-Elect will be elected and will hold office for two Conferences from the end of business of the Conference at which they were elected. At the end of the second Conference they shall assume

the office of Chair for a further two Conferences. During the latter period they shall Chair the Agenda Committee.

- 13.2** Nominations for Chair-Elect will be sent by an LDC to the BDA Scotland office in writing not later than one week before the Conference. Further nominations, proposed and seconded, may be accepted at the Conference.

14. SECRETARY

BDA Scotland will act as Secretary to the Conference and to the Conference Agenda Committee. BDA Scotland will carry out the administrative arrangements for the Conference under the direction of the Conference Agenda Committee. Should BDA Scotland be unavailable the Conference Agenda Committee may appoint a replacement.

15. MINUTES

The BDA Scotland will arrange for minutes to be taken of the proceedings of the Conference and the Chair will be empowered to approve and confirm the report of Conference.

16. RETURNING OFFICER

BDA Scotland will act as Returning Officer in connection with all voting and elections. In the absence of any BDA representation, the Conference shall elect a Returning Officer.

17. TREASURER

- 17.1** The Conference will elect a Treasurer who will hold office for three years and will assume responsibilities from 1 September in the year they are elected.

- 17.2** The Treasurer will collect, hold and disburse all monies as directed by the Conference Agenda Committee and will submit audited accounts to the Conference.

- 17.3** Any two of the three nominated signatories for Conference accounts and cheques have the authority to make payments. The signatories will be the Treasurer and the Chair and Chair Elect.

18. FINANCE

- 18.1** All LDCs will be invited to contribute to a Conference Fund at rates to be decided from time to time by the Conference Agenda Committee.

- 18.2** The Conference Fund will be used to pay all costs properly incurred in organising the Conference, subject to conditions decided by the Conference Agenda Committee.

- 18.3** A LDC that has contributions to the Conference Fund still outstanding will have no right to participate in the requisition of a Conference under Standing Order 1(1.2)

19. AUDITORS

The Conference will appoint Auditors to examine and report on the accounts.

20. SUSPENSION OF STANDING ORDERS

Any one or more of these Standing Orders may be suspended by the Conference provided that three-fourths of voting members present agree.

21. CHAIR'S DISCRETION

During Conference, any question arising in relation to the interpretation of these Standing Orders, or in relation to any matter that is not dealt with in these Standing Orders will be determined by the Chair's absolute discretion.

Revised April ~~2022~~ 2024

Passed by Conference on ~~22 April 2022~~ 19 April 2024



Virtual Voting Instructions

Voting attendees only

Please read during the morning session of conference

As per the [Conference of Scottish Local Dental Committees Standing Orders](#) only LDC delegates and members of the Conference Agenda Committee are permitted to vote in the Elections and Motions sections of the conference.

Following on from the 2023 Conference, voting this year will once again take place electronically using an online platform accessed through your smart phone. Please see below instructions of how to access the online platform Slido.com.

Step 1

Please ensure that your smart phone is connected to the UOS Guest Wi-Fi network:

Network name: UOS Guest Wi-Fi

A login page will appear, please follow the instructions and you will get connected.

Step 2

To access the motions voting system, open your smartphone camera and scan the QR code below:

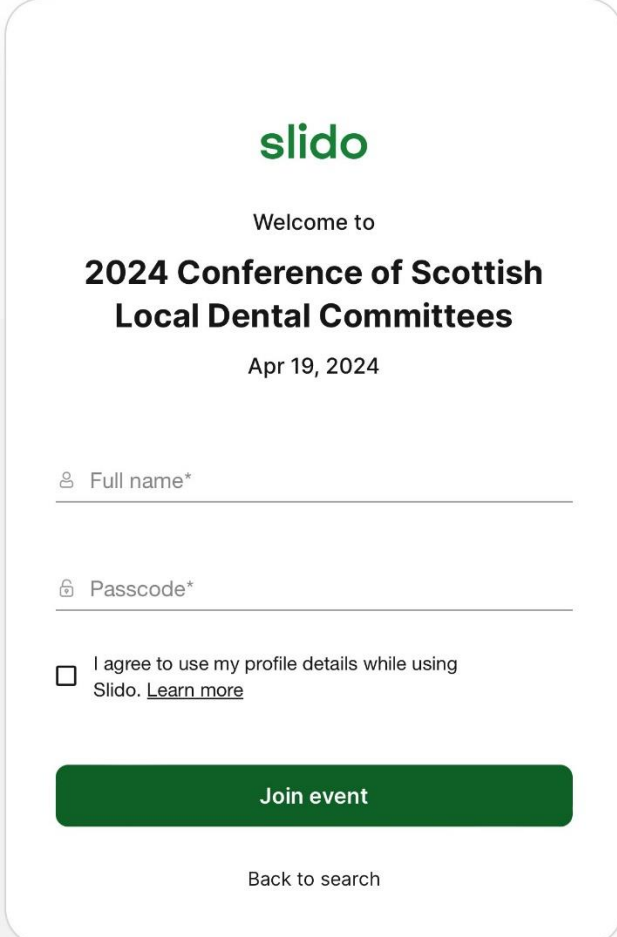


Or alternatively, click on the link below:

<https://app.sli.do/event/o5iv3tX3UKURjFMgyGXJ9C>

Step 3

The following screen will open:



The screenshot shows a Slido event registration page. At the top is the Slido logo in green. Below it, the text reads: "Welcome to", "2024 Conference of Scottish Local Dental Committees", and "Apr 19, 2024". There are two input fields: "Full name*" with a person icon and "Passcode*" with a lock icon. Below these is a checkbox with the text "I agree to use my profile details while using Slido. [Learn more](#)". A large green button labeled "Join event" is centered below the checkbox. At the bottom, there is a link "Back to search".

Please input your details as per below:

Full name: please ensure you include which LDC you are from within this section, for example: *Christina Ferry Lanarkshire LDC*

Passcode: 19april

Then tick the box and click on the green icon to join the event.

Please ensure you have tested if you can successfully access the voting platform through your smart phone prior to the afternoon session of the conference.

If you experience issues or have any questions, please ensure you speak to one of the Conference Agenda Committee during the morning break or lunchtime section of the conference.

2023 LDC Conference Motions

21 motions passed at the 2023 Conference of Scottish LDCs were taken forward as SDPC policy

Below is a summary of the progress made with the motions

Green = progress made

Orange = longer-term goal

Yellow = no longer applicable

Number	Title	Motion	LDC	Progress
1	Pilot for New SDR Determination 1	This conference demands that the Scottish Government commits to piloting the measures listed in Determination 1 of the SDR, as indicated by the Cabinet Secretary in September 2022, prior to full implementation across the profession in October 2023.	Lanarkshire	Discussed with SG that a full pilot study of the new Determination I should have been carried out using test practices before it was introduced on 1 November 2023. SG said they did not have the capacity to pilot the system prior to its launch but advised there would be a transitional period for approximately 6 months once the new system was introduced where issues have and will continue to be resolved as and when they are raised.
2	Cost Increases	This conference believes that, with inflation at extraordinary levels, there should be a recurrent payment to reflect these cost increases, e.g., energy prices, materials, labour costs, laboratory costs etc.	Forth Valley	<p>Having regular discussions with SG about rising expenses and the impact it is having on dental practices. Cost of materials, laboratory fees and workforce issues are raised regularly. Evidence on dental inflation and the expenses element of pay are included in BDA submission to Doctors' and Dentists' Review Body (DDRB) and are part of the oral evidence. DDRB has consistently recommended that expenses should be negotiated as a devolved matter. BDA has called on the Scottish Government time and time again to negotiate directly on expenses.</p> <p>The Minister of Public Health and Women's Health (Jenni Minto) wrote to the Chair of SDPC (on 31 October 2023) advising that SG would have an exploratory discussion with the SDPC Executive Sub-committee about expenses. Following the discussion, the BDA / SDPC Executive / SG have agreed to undertake a series of bilateral discussions over the course of the next year with the aim of agreeing an expenses framework. SG Ministers have noted that this does not guarantee they will provide any financial commitment in relation to expenses. SDPC Executive are awaiting the date of the first meeting.</p>

3	Adequate Sedation Fees	This conference demands that the Scottish Government provides improved training opportunities and realistic sedation fees to make treatment in practice financially and practically viable for GDPs.	Lanarkshire	<p>SDPC has had discussions with SG, as the sedation practice allowance was removed as part of the amendments to the Determination I on 1 November 2023. SDPC advised SG that the removal of this allowance was a concern as it may impact negatively on the viability of dental practices to deliver sedation services and therefore, increase referrals to the Public Dental Service.</p> <p>SG replaced the Sedation Allowance (part II, Determination XIV) with new and increased fees at Section VI of the new Determination I. A sedation allowance can still be claimed, in the usual way, for 2023/24 if a practice has completed the required number of sedations between April 2023 and 31 October 2023. Any sedations carried out from 1 November 2023 do not count towards the required number of sedations. SG have also agreed that if practices have concerns around the number of sedations completed before 1 November and eligibility for this allowance, they are willing to look at these on a case-by-case basis with PSD.</p>
4	Increase to Fees and Allowances	This conference believes that all fee items and allowances should be increased in line with any general uplift in SDR fees and there should be a retrospective reconciliation of these allowances. (e.g., GDPA, CPDA, OOH sessional rate, Vocational Training allowance)	Forth Valley	<p>SDPC to have discussions with SG about allowances as part of implementation the new Determination I. SDPC / BDA have also raised this issue with SG for numerous years, as part of the DDRB process and will continue to do so. Each year we provide evidence to the DDRB who advise Government on rates of pay for Dentists. Our evidence states that any pay uplift should be applied to all fees and allowances to provide a real terms increase to the full GDS remuneration package.</p> <p>The Minister of Public Health and Women’s Health (Jenni Minto) wrote to the Chair of SDPC (on 31 October 2023) advising that SG would have an exploratory discussion with the SDPC Executive Sub-committee about expenses. Following the discussion, the BDA / SDPC Executive / SG have agreed to undertake a series of bilateral discussions over the course of the next year with the aim of agreeing an expenses framework. SG Ministers have noted that this does not guarantee they will provide any financial commitment in relation to expenses. SDPC Executive are awaiting the date of the first meeting.</p> <p>Following calls from SDPC, SG have increased the Vocational Training allowance to £1,422.42 a month (£17,069.04 per annum) for dentists with less than 4 years’ experience as a trainer within the last 10 years and £1,523.59 a month (£18,283.08 per annum) for dentists with 4 or more years’ experience as a trainer in the last 10 years. The fee payable for dentists providing emergency dental services was also increased to £154.02 per session. Details of both increases were communicated to the profession via PCA(D)(2023)3.</p> <p>GDPA is paid to qualifying practices based on 12% of accumulative gross practice earnings (up to a maximum of £22,000 per quarter). As this allowance is based on practices overall gross earnings, it is already indirectly raised each year as a result of the GDS annual pay uplift.</p> <p>SDPC negotiated a new CPD extraordinary allowance this year in relation to the specific training associated with the new Determination I.</p>

5	Increase in Continuous Professional Development Allowances	This conference demands an increase in Continuous Professional Development Allowances to 10 sessions per year.	Greater Glasgow Clyde	BDA / SDPC expect to have discussions with SG about allowances as the second stage of dental reform. SG have advised that they are not minded to increase the maximum number of CPD sessions from 6, however they would introduce additional CPD Extraordinary Allowances if required in the future. A recent example of this was the introduction of an extraordinary allowance for dentists (on sub-part A of the first part of the dental list) who completed Dental Payment Reform Training on Turas.
6	Review of NHS Commitment Payment Calculation	This conference demands that the Scottish Government review how NHS commitment is calculated.	Lanarkshire	To pursue with SG. Expect to have discussions with SG about allowances as part of the second stage of payment reform.
7	Notice for Maternity Pay Entitlement	This conference demands that dentists claiming NHS maternity pay receive written confirmation of their entitlement, along with the working calculation, including a choice exercise regarding superannuation deductions within 6 weeks of the application being submitted.	Lanarkshire and Greater Glasgow & Clyde	Having regular discussions with SG and PSD about maternity issues. PSD have improved various letter templates and their communication in relation to the maternity allowance. They are also in the process of producing a maternity FAQ document in collaboration with the BDA.
8	Reintroduce NHS Bursary Scheme	This conference proposes that the Scottish Government reintroduces the NHS bursary scheme to encourage recent graduates to remain in the NHS Dental System.	Lanarkshire	In Scotland, you can apply for the Dental Students Support Grant (DSSG) , which provides a grant of £4,000. You can apply for the DSSG if you: <ul style="list-style-type: none"> • are enrolled on a BDS course at Aberdeen, Dundee or Glasgow university • have a household income under £34,000 per year • are allowed to live and work in Scotland after graduation. Those in receipt of the DSSG will need to work for the NHS in Scotland for one year for each year they receive the grant. They must begin work within one year of graduation and have NHS earnings as 80 per cent of their income.
9	Modernisation of NHS Dental Technology	This conference demands provision of NHS dental technology through the introduction of a fair and reasonable reimbursement system for dentists using modern technologies such as digital scanning, 3D imaging, and digital study models.	Greater Glasgow & Clyde	The new Determination I now allows for digital scans to be claimed as part of the study model fee item.

10	Notice for Dental Reference Officer Exams	This conference calls for PSD to commit to giving 2 weeks' notice of any DRO exam.	Lanarkshire	SDPC have raised the issue with PSD who have advised that as part of stage 2 of the dental reform process, the Scottish Dental Reference Service (SDRS) will be modernised which will include the process for Dental Reference Officer (DRO) examinations.
11	Specialist Shortages	This conference is concerned by the national shortage of Oral medicine and OMFS specialists and believes that Scottish Government should do more to encourage and facilitate these career pathways.	Lothian	<p>As of November 2023, NES advised the current Oral Medicine posts were:</p> <ul style="list-style-type: none"> • Aberdeen – one honorary consultant appointment in post • Dundee – two consultants in post • Edinburgh – one consultant in post • Glasgow – five consultants/honorary consultants in post <p>To give these figures context, there is a total of approximately 45 oral medicine consultants / honorary consultants across the rest of the UK. NES are not aware of any vacant consultant posts in Scotland and advised that some consultant oral surgeons will treat patients with less complex Oral Medicine issues. There are also currently four Specialty Trainees in post.</p> <p>NES advised that as OMFS is a medical speciality that the dental department are not involved in their training. NHS Scotland Workforce data (September 2023) confirmed the current Oral and Maxillofacial Surgery head count - 36 consultants and 1 specialty doctor. SG also plan to launch a workforce survey this year which may help to inform future work on workforce planning.</p>
12	Recruitment and Retention of Dental Nurses and Auxiliary Staff in NHS Dental Practices	This conference demands that the Scottish Government implements proposals for the recruitment and retention of dental nurses in NHS dental practices through implementing a national approach to recruitment and retention to include grants for training and education, increased access to organised courses that fulfil the requirements for re-registering with the General Dental Council (GDC), improved remuneration for dental businesses and creating a supportive and inclusive working environment that values the contribution of dental nurses.	Greater Glasgow & Clyde	Having regular discussions with SG about workforce issues. The BDA provided feedback on the SG Skills for Health and Social Care Group Workplan. The workplan is an internal plan to help SG understand the asks across all of health and social care for them to take forward with partner organisations. SG also plan to launch a workforce survey later in the year which may help to inform future work on workforce planning.

13	Workforce Planning and Training	This conference believes that the viability of dentistry in Scotland is jeopardised by a lack of consideration of the workforce planning and training, particularly in the wake of the pandemic, and especially with respect to Laboratory Technicians. We call on the Scottish Government to urgently allocate funds to address this issue.	Forth Valley	<p>Having regular discussions with SG about workforce issues. SDPC representatives consistently raised concerns about Lab Technician workforce planning and training, and lobbied SG to ask how they were addressing this ongoing issue. Advising that access to Labs providing NHS work was becoming more and more of an issue, with soaring costs also being reported.</p> <p>SG have increased the fees that dentists receive for lab-based treatments as part of the new Determination I. The BDA also provided feedback on the SG Skills for Health and Social Care Group Workplan. The workplan is an internal plan to help SG understand the asks across all of health and social care for them to take forward with partner organisations.</p> <p>SG also plan to launch a workforce survey later in the year which may help to inform future work on workforce planning. The BDA asked for dental technicians to be included in the survey but SG advised they would not be added. The CDO also supported NES with the set-up of the dental technician course (DipHE Dental Technology) which started at the University of Aberdeen in September 2023.</p>
14	Inadequate Funding for NHS Dental Laboratories Items	This Conference demands that the Scottish Government takes immediate action to address the funding crisis facing NHS dental laboratories and ensures patients receive quality dental care.	Greater Glasgow & Clyde	<p>Having regular discussions with SG about issues facing dental laboratories and the impact on GDS. This was raised consistently by SDPC representatives as part of the negotiations in relation to the Determination I. SG have since increased the fees that dentists receive for lab-based treatments as part of the new Determination I.</p> <p>SG have said that the CDO is aware and concerned about the decline in workforce of dental technicians / dental laboratories which has a detrimental impact on GDS. Fees for lab-based treatments have therefore been increased as part of the new Determination I. As part of this process, the CDO met with some local dental laboratories to explain the fee structure for dentists. The CDO also supported NES with the set-up of the dental technician course (DipHE Dental Technology) which started at the University of Aberdeen in September 2023.</p>
15	Domiciliary Care	The conference demands that Scottish Government address the crisis in domiciliary care provision through immediate training of more enhanced skills practitioners and appropriate reimbursement for the additional time and skill required to properly care for these complex patients.	Greater Glasgow & Clyde	As part of the new Determination I the fees for the Care and Treatment Allowance for Enhanced Domiciliary Care Dentists were increased . SG are having further discussions with this cohort to determine if a further change to the Determination I is required. A NES training course for Enhanced Skills in Domiciliary Care for General Dental Practitioners was due to commence in February 2024.

16	OOH Sessional Rate	This conference believes the OOH sessional rate expressed in the SDR should be increased to reflect the complexity of the interaction with patients in distress, the workload or the need to operate in unfamiliar surroundings with unfamiliar staff.	Forth Valley	Following calls from SDPC the OOH sessional rate was uplifted . The previous fee payable for dentists providing emergency dental services, with effect from 1 April 2009, was £119.55 per session (3 hours), plus a pro-rata sum appropriate to the sessional fee for each hour or part hour worked in excess of that 3-hour session This fee has been reviewed and has now increased to £154.02 per session.
17	Changes to Public Holiday Cover	This conference demands that all formal discussions about public holiday cover, both local and national, involve direct representation from GDPs.	Greater Glasgow & Clyde	A meeting has been arranged with the SG NHS 24 sponsor team to discuss cover for public holidays. We will ask SG to explore options for a formal arrangement, to ensure that NHS 24 provide a triage service for all GDS public holidays, with the agreement on these dates made at health board level, via discussions and agreement with LDC representatives. These dates should be communicated to GDS contractors on an annual basis.
18	NHS24 and cover for Public Holidays	This conference demands that NHS24 provides practices with confirmed dates for all covered public holidays for the full calendar year at the start of each year. Furthermore, that the unequal level of provision of holiday cover evident across health boards and in comparison with our GMP colleagues is addressed to provide parity.	Lanarkshire	A meeting has been arranged with the SG NHS 24 sponsor team to discuss cover for public holidays. We will ask SG to explore options for a formal arrangement, to ensure that NHS 24 provide a triage service for all GDS public holidays, with the agreement on these dates made at health board level, via discussions and agreement with LDC representatives. These dates should be communicated to GDS contractors on an annual basis.
19	Equal Treatment of Scottish Specialist Orthodontic Practices within the General Dental Services	This conference calls for the equal treatment of Scottish Specialist Orthodontic Practices within the General Dental Services and demands that these practices should be included in any future support initiatives under the umbrella of general dental services to avoid separation of specialist orthodontic provision from the general dental service, ensuring a level playing field for NHS dental contractors.	Greater Glasgow & Clyde	A meeting has been arranged between the BDA, SDPC, the Scottish Orthodontic Specialist Group (SOSG) and SG to discuss issues specific to the orthodontist sector.
20	Support for Mental Health	This conference demands targeted and specific support for mental health issues within Scottish dentistry.	Forth Valley	A compilation of mental health resources – developed jointly by BDA Scotland and the Scottish Government – highlights guidance and support resources available for dentists and dental teams as and when they may need it:
21	Dental Corporate Bodies	This conference is concerned by the growth of large corporate bodies as a proportion of practice ownership in Scotland and by their associated influence on the dental landscape. This conference would like to see an open discussion, with the Scottish Government, to assess and ultimately mitigate any negative effects arising from this corporate growth.	Lothian	This topic has been raised with SG and will be on the agenda at future joint meetings. SG have advised that they plan to consider governance issues in the coming year. Corporate bodies will be included as part of any overarching Governance discussion.

Scottish Dental Practice Committee

**Policy Document
March 2024**



Contents

<u>Purpose of the Scottish Dental Practice Committee Policy Document.....</u>	<u>3</u>
<u>Communication.....</u>	<u>3</u>
<u>Funding, Capacity and Quality.....</u>	<u>3</u>
<u>Workforce.....</u>	<u>6</u>
<u>Scottish Government Policy.....</u>	<u>7</u>
<u>Combined Practice Inspections and Quality Improvement.....</u>	<u>7</u>
<u>Practice Administration.....</u>	<u>8</u>
<u>References.....</u>	<u>10</u>

Purpose of the Scottish Dental Practice Committee Policy Document

The Scottish Dental Practice Committee (SDPC) represents all independent non-salaried general dental practitioners (GDPs) in Scotland, both BDA members and non-members. The purpose of this policy document is to ensure that GDPs' issues and concerns are addressed formally through SDPC policies. The document aims to provide a strategic and evidence-based approach to SDPC policies and new issues as they emerge.

The policy framework is a dynamic document which should be amended as required, and formally revised and reviewed on an annual basis. The document will be the responsibility of the entire committee and should be used as a reference during SDPC meetings to inform discussion and help promote SDPC policies.

This document outlines a summary of policies agreed by SDPC that retain contemporary relevance. It is intended that this will help to inform Local Dental Committees (LDCs) as they consider the motions they will submit to the [Conference of Scottish LDCs](#). It should be read in conjunction with the SDPC responses to the motions passed at the most recent conference and the record of motions passed in recent years. Progress in implementing these policies is monitored by BDA Scotland and should be reviewed regularly by SDPC.

Communication

The committee is committed to communicating effectively with the profession, using a range of channels. The BDA website (which was redeveloped in 2023) is an important platform for communicating with colleagues through regular news items, press releases, blogs, newsletters and social media.

SDPC also recognises the importance of regular and timely communication with the Chief Dental Officer (CDO), Scottish Government and other organisations. The committee calls on the CDO, Practitioner Services Division (PSD) and other relevant bodies to recognise that the dental profession requires timely, direct, accessible and clear communication and guidance delivered through appropriate channels and that is easily understood.¹ Specifically, SDPC calls for PSD to commit to giving two weeks' notice of any Dental Reference Officer (DRO) exam.²

Funding, Capacity and Quality

SDPC strongly believes that GDPs must be appropriately resourced to deliver a high-quality service to their patients. Adequate funding is required to provide the standard of NHS dentistry that patients deserve.

Payment Reform for NHS Dentistry was implemented in Scotland on 1 November 2023. A slimmed down version of the Determination I of the Statement of Dental Remuneration (SDR) was introduced, along with other regulatory changes. Full details can be found [here](#). This followed negotiations with SDPC on the revised costings and fees of the new Determination I.

SDPC:

- Called for the Scottish Government to pilot the measures listed in the new Determination I of the SDR, prior to its full implementation across the profession on 1 November 2023.³

Advance piloting did not take place but the Scottish Government plan to monitor the effectiveness of the new Determination I. There will be a transitional period for approximately 6 months (from 1 November 2023) where feedback will be sought and amendments made as and when required.

- Seeks to address the 30 per cent real-terms reduction in dental practitioners' income over the last five years.
- Seeks an increase in the dental budget by at least that of inflation to increase practitioners' remuneration and resist further erosion of dental allowances. All items and allowances should be increased in line with any general pay uplift in SDR fees and there should be a retrospective reconciliation of these allowances. (e.g GDPA, CPDA).⁴
- Believes the Out of Hour (OOH) sessional rate expressed in the SDR should be increased to reflect the complexity of the interaction with patients in distress, the workload or the need to operate in unfamiliar surroundings with unfamiliar staff.⁵ Following calls from SDPC the Emergency Dental Services fee was [increased in June 2023](#).
- Calls for any new model of care to be realistically funded to ensure the viability of NHS dental practices and enable access to oral health care for all.⁶ There needs to be a period of consultation with GDPs, allowing them to feed back their thoughts or concerns, before any new financial plan or replacement / change to the SDR is implemented.⁷ Twelve weeks' notice should be given regarding any changes to the SDR or NHS dental contracts.⁸
- Proposes that any new model of care should consider the time taken for practice administration⁹ and Scottish Government should commission an independent review of NHS dental fees to reflect the time required to undertake treatments and related paperwork, the costs of materials and general practice expenses.¹⁰ With inflation at extraordinary levels, there should be a recurrent payment to reflect these cost increases, e.g., energy prices, materials, labour costs, laboratory costs etc.¹¹
- Believes the Scottish Government needs to provide additional funding to address the significant increase in practices expenses and thus protect the viability of NHS dental practices.¹²
- Seeks to influence Scottish Government in raising the threshold for Prior Approval and urges them to increase the Prior Approval level in line with item of service fees.¹³ The prior approval limit was raised to £600 on 1 November 2023.
- Encourages PSD to improve the quality and accuracy of data and reduce fees payment timescales. Scottish Government should also abolish the 3-month rule for claiming treatments.¹⁴
- Urges Scottish Government to reinstate free replacement restoration claims for patients aged 65 years and over.
- Calls on the Scottish Government to aid GDPs in facilitating more environmentally sustainable practices. This includes a review of infection control guidelines post Covid-19 with a view to becoming more pragmatic and evidence-based on the need for single use items and PPE, and to provide funds to encourage purchase of re-usable alternatives when appropriate.¹⁵
- Demands that Scottish Government address the urgent issue of lengthy waiting times for paediatric dental surgery by providing more funding and resources to enable children to be treated in a timely manner.¹⁶ Scottish Government need to allocate targeted services and resources to address the lengthy waiting times experienced by an unacceptably high number of paediatric and additional or complex patients who can only be treated under general anaesthetic.¹⁷
- Demands that the Scottish Government takes immediate action to address the funding crisis facing NHS dental laboratories and ensures patients receive quality dental care.¹⁸
- Urges the Scottish Government to introduce a fee for patient referrals particularly patients with complex needs or neurodiversity.¹⁹

- Demands that the Scottish Government review how NHS commitment is calculated and that this be measured on proportion of time spent not income received.²⁰
- Proposes the removal of the General Dental Practice Allowance (GDPA) Cap to provide equality for Dental Practices and to ensure viability of larger practices.²¹
- Demands an increase in Continuing Professional Development Allowances to 10 sessions per year.²²
- Demands that dentists claiming NHS maternity pay receive written confirmation of their entitlement, along with the working calculation, including a choice exercise regarding superannuation deductions within 6 weeks of the application being submitted.²³
- Proposes that the Scottish Government reintroduces the NHS bursary scheme to encourage recent graduates to remain in the NHS Dental System.²⁴

Scottish Government continues to refer on the matter of dentists' remuneration to the Doctors and Dentists Review Body (DDRB) on a national basis. It remains SDPC policy to support the process, presenting robust evidence on earnings and expenses; to promote the interests of GDPs and the wider profession; and to protect the quality of care for patients.

SDPC:

- Continues to work on behalf of the profession to ensure that robust and persuasive evidence is presented to the DDRB, and to work with DDRB to promote the interests of all GDPs in Scotland, both BDA members and non-members.
- Supports the development of robust practice cost information in line with requirements of the DDRB.
- Promotes the use of benchmarking to enable practices to undertake a comparative evaluation of practice costs.
- Seeks to review how the profession negotiates on NHS fees.
- Consider the use of a suitable expenses template, developed in conjunction with BDA Scotland, and continues to explore practice expenses with Scottish Government.

The view of SDPC is that quality is at the heart of all elements of the policy framework. The committee seeks to:

- Promote an increase in patient participation rates.
- Limit the time period of registration to encourage engagement and motivate patients' self-responsibility for their oral health.²⁵
- Promote improvements in oral health through patient education and prevention.
- Promote high quality care to patients.
- Promote high-quality training for dentists provided by specialist providers such as NHS Education for Scotland (NES) and the BDA.
- Ensure that dental professionals are supported or mentored in their developmental needs.
- Promote early detection of oral cancers and work with secondary care to improve survival rates.
- Have NHS Boards review the SCI Gateway referral system and support the implementation of an agree referral pathway to meet a national standard.
- Have GDP representation in the appointment of Directors of Dentistry, with the introduction of funding to enable GDPs to apply for the positions.
- Highlight to the public the actual costs of dental treatment and the need for a sustainable funding model.

Workforce

Addressing Scotland's dental needs and tackling oral health inequalities will depend on having a stable workforce. Developing a strategic approach to dental workforce planning for all branches of the profession must be a priority for Scottish Government.

SDPC:

- Urges the Scottish Government to protect dental teams by putting in place a clear and rapid pathway that allows GPs to refer patients who are engaging in behaviour that is unacceptable in the dental practice.²⁶
- Calls on the Scottish Government to maintain the Seniority Allowance and promote other measures to enable experienced dentists nearing retirement to seek alternative career paths.
- Supports the reinstatement of the default NHS Pension age of 60.
- Urges Scottish Dental Care Professional Schools to reintroduce the training of Dental Hygienists.²⁷
- Has concerns about increasing direct access and endorses the CDO's view that Dental Care Professionals (DCPs) function optimally as part of a dentist-led team.
- Demands that the Scottish Government provide concrete support, in the form of funding and incentives, and plans for an increased student intake, to address the recruitment and retention crisis currently affecting all roles within NHS dentistry.²⁸
- Is concerned by the national shortage of Oral medicine and Oral Maxillofacial Surgeon specialists and believes that Scottish Government should do more to encourage and facilitate these career pathways.²⁹
- Demands that the General Dental Council (GDC) assists DCPs when applying for restoration to the Register with a reasonable adjustment to Continuing Professional Development (CPD) requirements.³⁰
- Calls on the Scottish Government to implement proposals for the recruitment and retention of dental nurses in NHS dental practices through implementing a national approach to include grants for training and education, increased access to organised courses that fulfil the requirements for re-registering with the GDC, improved remuneration for dental businesses and creating a supportive and inclusive working environment that values the contribution of dental nurses.³¹
- Believes the viability of dentistry in Scotland is jeopardised by a lack of consideration of the workforce planning and training, particularly in the wake of the Covid-19 pandemic, and especially with respect to Laboratory Technicians. We call on the Scottish Government to urgently allocate funds to address this issue.³²
- Calls for the equal treatment of Scottish Specialist Orthodontic Practices within GDS and demands that these practices should be included in any future support initiatives under the umbrella of GDS to avoid separation of specialist orthodontic provision from GDS, ensuring a level playing field for NHS dental contractors.³³

SDPC policy is that every graduate from Scottish dental schools should have a guaranteed and properly funded Scottish Vocational Dental Practitioner (VDP) training placement.

- The committee encourages dentists during the later stages of their practising careers to take on training and other developmental roles in order to promote a better work-life balance.

Having a sufficient dental workforce heavily relies on sufficient support and wellbeing of the whole dental team:

- SDPC demands targeted and specific support for mental health issues within Scottish dentistry.³⁴

- There are concerns by the growth of large corporate bodies as a proportion of practice ownership in Scotland and by their associated influence on the dental landscape. SDPC would like to see an open discussion, with the Scottish Government, to assess and ultimately mitigate any negative effects arising from this corporate growth.³⁵

Scottish Government Policy

The BDA and SDPC work to influence Scottish Government but recognise that Scottish Government will not always be bound by these decisions.

- SDPC wishes to work constructively with Scottish Government to determine how the Oral Health Improvement Plan (OHIP) is implemented through representation on working groups, effective negotiation and meaningful testing phases / early adopter practices.
- SDPC believes that any outcomes must be able to provide the best quality of care for patients and to be in their best interests. SDPC seeks assurances from Scottish Government that it will monitor and ensure that no dental practice is financially destabilised by a reduction in NHS income following the implementation of the OHIP.
- Regarding the appointment of any future CDO, SDPC:
 - Calls for dentists to have input into the selection of the CDO.³⁶
 - Supports a set term of office for the post of the CDO.³⁷

SDPC policy is to pursue with Scottish Government further improvements in the oral health of the whole Scottish population, with a strong emphasis on prevention.

- SDPC endorses the Childsmile Programme and supports continued funding of the programme.
- SDPC endorses the BDA's current policy that communities strive to move towards the decision to choose fluoridated water:

'The British Dental Association fully supports community water fluoridation as a safe and effective public health intervention, as part of a package of measures to improve dental health, where technically feasible and appropriate for local needs. It backs a joined-up approach in which tried and tested policies like water fluoridation and supervised tooth brushing in early years settings are expanded, with parallel effort applied to rebuilding high street dental services.'
- SDPC supports a dental prevention programme for the elderly both in their own homes such as Caring for Smiles which is delivered in residential care homes.

Combined Practice Inspections and Quality Improvement

Combined Practice Inspections

SDPC recognises the importance of quality assurance within a wider quality framework. However, the committee has concerns about the onerous and bureaucratic process of Combined Practice Inspections (CPI).

SDPC:

- Supports CPI with consistent implementation across the NHS Boards.
- Opposes sanctions for practices which have struggled to complete the CPI process and supports the provision of CPD for DCPs who assist the CPI process at practice level.
- Seeks to ensure that there is adequate representation of GPs in the CPI process across NHS Boards.

- Promotes the profile of the BDA Expert package as a mechanism to significantly reduce CPI preparation time within dental practices tailored to the Scottish system.
- Works to ensure that DCPs working in practice gain accreditation for their role in the CPI process.
- Opposes financial charges for compulsory training courses under the new CPI.
- Opposes sanctions or financial penalties targeted at individual dentists rather than at a dental practice, who have not met their Clinical Audit requirements, and promotes a consistent approach by NHS Boards.
- Supports the need for the implementation of an allowance or sessional payment, or CPI time be incorporated into new Scottish Government Protected Learning Time proposals to compensate practices for lost time during a CPI.

Quality Improvement

SDPC has concerns about the performance and accountability of Quality Improvement (QI), dental clinical audit and Significant Event Analysis (SEA). It is essential the systems operated by NHS Education for Scotland (NES) are transparent and that appeals processes have clear timeframes.

SDPC:

- Calls for the mandatory requirement to undertake audit, SEA and QI be taken out of the GDS regulations and left as a voluntary requirement for GDPs to facilitate improvements in patient care.³⁸
- Urges NES to review its documentation relating to assessment of QI clinical audit activity, to check the robustness of its processes, and identify areas for enhancement.
- Suggests that the agreed NES reviewer guidance and / or review criteria should be shared with the GDP community (with suitably anonymised examples of reviewed projects accompanied by a brief commentary).
- Calls for NES to allow anonymous reporting of adverse clinical and practice events which can be reviewed and the learning shared with the profession.
- Seeks to have NHS Boards standardise national sanctions in relation to QI.
- Suggests that NES must recognise hours are based on the process of audit and not on the outcome.

Practice Administration

IT

SDPC supports the implementation of the Scottish Government e-Dental Programme for dentistry to maximise the accuracy of online reports to support the financial and reporting requirements within dental practices.

SDPC recognises the importance of having a workable dental IT system and suggests that this will be of the utmost importance for any success of the new Determination I of the SDR.

- SDPC urges Scottish Government and NHS Boards to review and re-design the dental SCI Gateway referral system to an agreed national standard.
- SDPC suggests that Scottish Government / NHS National Services Scotland (NSS) should be responsible for the procurement and upkeep of emergency drugs.
- SDPC suggests that Scottish Government / NSS could greatly enhance patient safety with the establishment of an accessible database of prescribed medicines and required medical protocols.

- SDPC urges PSD to provide GDPs with a supported single practice management system.

GDPR

SDPC calls for general dental practices to be aligned with general medical practices in having access to NHS Boards' Data Protection Officers.

Automated External Defibrillators (AEDs)

SDPC supported the Scottish Government's initiative to introduce defibrillators into every Scottish NHS dental practice in 2014 to ensure that both patients and the wider community had improved access to this life-saving equipment. [PCA\(D\)\(2019\)1](#) includes revised arrangements for the first-responder element to AED (defibrillator) scheme.

- In light of the additional responsibilities for dental practices to provide emergency care outwith their premises as first responders, SDPC considers that GDPs and their staff should be reimbursed for annual Basic Life Support training.

Deregistration of Abusive Patients

As independent business owners, practices have an obligation to support the wellbeing and safety of their staff. In support of this, SDPC call on the Scottish Government to abolish the requirement for a police report for the immediate deregistration of abusive patients.³⁹

Support for Patients Exceeding Dental Chair Weight

SDPC call on the Scottish Government to implement a clear referral pathway to managed services for patients who weigh in excess of the maximum weight limit for standard dental chairs (135kg).⁴⁰

Modernisation of NHS Dental Technology

SDPC supports the provision of NHS dental technology through the introduction of a fair and reasonable reimbursement system for dentists using modern technologies such as digital scanning, 3D imaging, and digital study models.⁴¹

Public Holidays

SDPC demands that all formal discussions about public holiday cover, both local and national, involve direct representation from GDPs. In addition, we call on NHS24 to provide practices with confirmed dates for all covered public holidays for the full calendar year at the start of each year. There is an unequal level of provision of holiday cover across NHS Boards, and in comparison to General Medical Practitioners, which needs to be addressed to provide parity.⁴²

References

- 1 Motion from 2021 Conference of Scottish LDCs
- 2 Motion from 2023 Conference of Scottish LDCs
- 3 Motion from 2023 Conference of Scottish LDCs
- 4 Motion from 2023 Conference of Scottish LDCs
- 5 Motion from 2023 Conference of Scottish LDCs
- 6 Motion from 2021 Conference of Scottish LDCs
- 7 Motion from 2021 Conference of Scottish LDCs
- 8 Motion from 2022 Conference of Scottish LDCs
- 9 Motion from 2021 Conference of Scottish LDCs
- 10 Motion from 2022 Conference of Scottish LDCs
- 11 Motion from 2023 Conference of Scottish LDCs
- 12 Motion from 2022 Conference of Scottish LDCs
- 13 Motion from 2022 Conference of Scottish LDCs
- 14 Motion from 2022 Conference of Scottish LDCs
- 15 Motion from 2021 Conference of Scottish LDCs
- 16 Motion from 2021 Conference of Scottish LDCs
- 17 Motion from 2022 Conference of Scottish LDCs
- 18 Motion from 2023 Conference of Scottish LDCs
- 19 Motion from 2022 Conference of Scottish LDCs
- 20 Motion from 2022 & 2023 Conference of Scottish LDCs
- 21 Motion from 2022 Conference of Scottish LDCs
- 22 Motion from 2022 & 2023 Conference of Scottish LDCs
- 23 Motion from 2023 Conference of Scottish LDCs
- 24 Motion from 2023 Conference of Scottish LDCs
- 25 Motion from 2021 Conference of Scottish LDCs
- 26 Motion from 2021 Conference of Scottish LDCs
- 27 Motion from 2021 & 2022 Conference of Scottish LDCs
- 28 Motion from 2022 Conference of Scottish LDCs
- 29 Motion from 2023 Conference of Scottish LDCs
- 30 Motion from 2022 Conference of Scottish LDCs
- 31 Motion from 2023 Conference of Scottish LDCs
- 32 Motion from 2023 Conference of Scottish LDCs
- 33 Motion from 2023 Conference of Scottish LDCs
- 34 Motion from 2023 Conference of Scottish LDCs
- 35 Motion from 2023 Conference of Scottish LDCs
- 36 Motion from 2021 Conference of Scottish LDCs
- 37 Motion from 2021 Conference of Scottish LDCs
- 38 Motion from 2021 Conference of Scottish LDCs
- 39 Motion from 2022 Conference of Scottish LDCs
- 40 Motion from 2022 Conference of Scottish LDCs
- 41 Motion from 2023 Conference of Scottish LDCs
- 42 Two Motions from 2023 Conference of Scottish LDCs



2024 Office Bearer Elections

1. **Treasurer of the Conference of Scottish LDCs**

One member of CAC required for 3 years, 2024-2027.

Has responsibility for the conference funds and accounts. Provides an update on the accounts at the conference each year. Voting member of CAC.

2. **Members of the Conference Agenda Committee (CAC)**

Three members of CAC required for 1 year, 2024-2025.

Members of CAC are involved in the planning of the Conference of Scottish LDCs. Members are expected to take on various roles and responsibilities such as: overseeing award nominations, liaising and booking sponsors, arranging for Continuing Professional Development accreditation and inviting Vocational Dental Practitioners.

These members are eligible to vote on CAC matters.

3. **Representative to the Scottish Dental Practice Committee (SDPC)**

One member of SDPC required for 1 year, 2024-2025.

Subject to the authority of the Principal Executive Committee, the Scottish Dental Practice Committee represents all non-salaried general dental practitioners in Scotland practising in the NHS and/or privately; to negotiate with NHS Boards, and the Scottish Government Directorate for Population Health and other appropriate bodies on matters relating to the delivery and remuneration of dental services provided by non-salaried general dental practitioners, including orthodontists and assistants, working in Scotland; and to liaise with the General Dental Practice Committee and Scottish Council.

This is a voting seat on SDPC.

4. **Representatives to the Board of Management of the Scottish Dental Fund (SDF)**

Two members of the SDF required for 3 years, 2024-2027.

The Scottish Dental Fund is a fund made up from contributions levied from Local Dental Committees. The SDF is used to compensate both General and Specialist Dental Practitioners for remunerative time lost when acting on behalf of their colleagues at authorised meetings, for example on behalf of SDPC or when negotiating with the Scottish

Government. It is also used to pay an honorarium to the Chair and Vice-Chair of SDPC, as ratified each year at the SLDC Conference.

The Board of Management is responsible for the administration and management of the fund.

5. Auditors of Conference

Two Auditors of Conference required for 1 year, 2024-2025.

The Treasurer will arrange for the two Auditors of Conference to sign off the Conference accounts on an annual basis. Conference financial year ends on 31 August. The Treasurer aims to be organised with the accounts before the end of the year and will chase any outstanding issues before then. The Conference accounts are not confidential.

When all paperwork is in order the Treasurer will email the first draft of the accounts to the Auditors. The Auditors may revert to the Treasurer with a couple of questions, a meeting is then arranged in order to sign off the accounts. The meeting takes place in Glasgow, usually over lunch and is held annually in November. There is no other obligation until the following August / September.

STATEMENT OF ACCOUNT IN RELATION ' APRIL 2023 CONFERENCE to 31st August 2023

INCOME	2022	2023	EXPENDITURE	2022	2023
			Stirling Management Centre	9757.35	8609.84
Ayrshire	1176.40	1264.00	Kirsten Philips Honorarium	0.00	5000.00
Borders	306.00	352.00	Website development and hosting	470.00	470.00
Dumfries	0.00	0.00	Electronic Voting License	0.00	180.00
Fife	1210.40	1344.00	P de Vries conference support	0.00	120.00
Forth Valley	1040.00	1128.00	Scottish Conference CAC	5224.65	6885.90
Grampian	1747.60	1888.00	Chair's Honorarium	500.00	500.00
Glasgow & Clyde	5249.60	5952.00	Treasurer's Honorarium	1360.00	1496.00
Highland	0.00	0.00	Printing	572.00	549.00
Lanarkshire	2475.20	2896.00	Lifetime Achievement Awards	157.47	104.98
Lothian	3393.20	3672.00	SDPC	3282.00	2674.75
Tayside	1550.40	1664.00	Delegates Travel Expenses	360.64	508.35
The Islands	0.00	80.00	Lunch for Auditors	142.10	117.90
			Engraving Chain of Office	0.00	0.00
Totals	18148.80	20240.00	Flowers	138.00	120.00
			UK Conference	1542.96	1564.09
			Past Chairs' medals	400.09	0.00
			TOTALS	23907.26	28900.81
Conference Dinner	1118.00	850.00			
Sponsorship	3750.00	3500.00			
TOTALS	23016.80	24590.00			
	2022	2023			
Surplus	-890.46	-4310.81			

Account Reconciliation

Current Account Balance	01/09/2022	24961.85	
minus balance		-4310.81	
Total		20651.04	
Represented by C Account Ba	31/08/2023	20651.04	
TOTAL		20651.04	

Audited, with sight of relevant statements and Documentation, by the Auditors:

Date: 17 Nov 23

Signed: 

Date: 17 Nov 23

Signed: 

CONSTITUTION

of

THE SCOTTISH DENTAL FUND

The Scottish Dental Fund (hereinafter referred to as “The Fund”) is a Fund comprising money and property made up from contributions levied from time to time from Local Dental Committees as afterwards defined for the purposes and objects as herein set out and administered by a Board of Management in accordance with the following Constitution.

1. DEFINITIONS

In this Document the following words and expressions have the meanings respectively assigned to them unless the context otherwise requires.

“The Board” shall mean the Board of Management.

“The Conference” shall mean the Annual Conference of Scottish Local Dental Committees.

“Local Dental Committees” hereinafter referred to as “LDCs” shall mean Committees elected by representatives of all general and specialist dental practitioners in each Health Board area in Scotland.

“General Dental Practitioners” are Dentists engaged in general practice dentistry in Scotland having an NHS List Number or engaged totally in private dental practice but also include all salaried general dental practitioners employed by Primary Care NHS Trusts within a particular Health Board area.

“Specialist Dental Practitioners” shall mean Dentists practising in Scotland but restricting their practice to one particular speciality as defined by the General Dental Council (“GDC”) and being so recognised by the GDC. Specialist Practitioners in the full-time employment of an NHS Trust or University are excluded from membership of the LDCs and of the Board of Management.

“The Scottish Dental Practice Committee” (hereinafter referred to as “The Committee”) is a Committee of the British Dental Association elected in accordance with the rules of that Association with the object of representing all General and Specialist Dental Practitioners in Scotland in negotiation with Government and other bodies.

“British Dental Guild” is a Trust Fund which recompenses General Dental Practitioners from throughout the United Kingdom of Great Britain and Northern Ireland acting on behalf of the General Dental Practice Committee of the British Dental Association. Its Board of Management is elected by the General Dental Practice Committee and the annual UK Conference of Local Dental Committees.

“Annual Elections” shall mean the elections which will take place annually at the Conference to elect Members of the Board.

2. CONTRIBUTIONS TO THE FUND

- 2.1 The Fund shall comprise a pool of money and property made up from contributions from LDCs and as otherwise engathered or acquired by the Board.
- 2.2 The level of contributions from each LDC will be proposed and agreed annually at each Conference.

3. OBJECTS AND PURPOSES OF THE FUND

The Fund is to be used:

- 3.1 to compensate both General and Specialist Dental Practitioners for remunerative time lost while
 - a) acting on behalf of their colleagues at meetings of The Committee, or
 - b) when negotiating or attending meetings with Government or other bodies when authorised to do so by The Committee or The Conference or
 - c) attending meetings of The Committee as an invited guest when invited by The Committee to attend providing the guest is not a VDP,
- 3.2 to pay-
 - 3.2.1 Honoraria to the Chairman and Vice-chairman of The Committee as ratified each year by the Conference
 - 3.2.2 Such costs, charges and expenses of and payment by way of compensation for remunerative time lost by Members of the Board;
 - 3.2.3 Such other costs, charges and expenses as the Board may from time to time determine to be reasonable in the furtherance of the objects and purposes of the Fund, but subject always to the remaining provisions of this Constitution.

3.2.4 and to return to a properly re-constituted Scottish Association of LDCs, monies originating from the Scottish Association of LDCs (in abeyance) and subsequently subsumed into The Fund.

4. THE BOARD OF MANAGEMENT

4.1 The Board shall administer the Fund in accordance with the objects and purposes of this Constitution but will be subject to the duties and restrictions fiduciary or otherwise as are herein contained.

4.2 Only General Dental Practitioners and Specialist Dental Practitioners or such of these Practitioners as may have retired from Dental Practice may serve as Members of Board and on the occasion of any Member of the Board ceasing to be a General Dental Practitioner or Specialist Dental Practitioner except by reason of his having retired from Dental Practice he shall cease to be a Member of the Board. A person co-opted by the Board may fill the resulting casual vacancy. Such a co-opted person shall remain in office until the next annual elections at which time the Conference shall seek nominations and elect a member to serve only for the remainder of the term of office of the member being replaced.

4.3 The Board shall comprise:

4.3.1 the immediate past Chairman from time to time of the Conference who shall serve *ex officio*;

4.3.2 six Members (hereinafter called "Elected Members") elected by the Conference. On any occasion when an Elected Member of the Board shall become an *ex officio* Member of the Board by virtue of his becoming the immediate past Chairman of the Conference, the Board may appoint a person to serve as a Member of the Board in his place. Such an appointee shall remain in office until the next annual elections at which time the Conference shall seek nominations and elect a member to serve only for the remainder of the term of office of the elected member being replaced.

4.3.3 Elected members will serve for three years retiring at the Annual Elections.

4.3.4 At the first Conference to hold Annual Elections the Conference shall elect six Elected Members. There will be a poll whether or not there may be only six nominees. However, in order to produce continuity of experience within the Board, the two members who

came 5th and 6th in the poll at the first election, will retire after serving one year. The two members who came 3rd and 4th in the poll at the first election, will retire after serving two years. In the event of the same number of votes being cast for any two or more members at the first election the Elected Members who will retire will be determined by the toss of a coin.

When the Annual Elections are required to replace members who have not completed their term of office there will be a poll whether or not there may be only the number of nominees to fill the posts. Those coming 1st and 2nd in the poll will serve the full three year terms, the nominee coming 3rd will serve the longest incomplete term to be filled and so on in order.

- 4.3.5 The Elected Members shall be eligible for re-election.
- 4.3.6 A Member may resign by notice in writing to the Secretary. A person co-opted by the Board may fill the resulting casual vacancy. Such a co-opted person shall remain in office until the next annual elections at which time the Conference shall seek nominations and elect a member to serve only for the remainder of the term of office of the member being replaced.
- 4.3.7 The Board shall appoint Officers being a Chairman, a Vice Chairman, a Secretary and a Treasurer. Such appointments shall be made at the first meeting of the Board following upon the conclusions of the elections held each year. The immediate past Chairman of the Conference will be the Chairman of the first meeting of the Board until such time as the Chairman of the Board is duly elected.
- 4.3.8 Any Members of the Board may be paid and receive honoraria and expenses including, in the case of the appointed Officers, reasonable reimbursement for secretarial assistance and expenses, details of which shall be submitted to the Board for approval at such intervals as the Board shall determine. The details of such expenses will be ratified each year by the Conference.
- 4.3.9 All resolutions, decisions, the appointment of Officers, will be passed by a majority of the Members present and voting at any meeting of the Board. The Chairman of the Board, or in his absence the Vice Chairman, will have a casting vote in the event of an equal number of votes being cast.
- 4.3.10 If any Member of the Board shall fail without reasonable cause or excuse to attend three successive meetings of the Board or shall fail to attend a meeting of the Board for a continued period of six months (whichever is the longer) then the Board may by

resolution remove him from office. A person co-opted by the Board may fill the resulting casual vacancy. Such a co-opted person shall remain in office until the next annual elections at which time the Conference shall seek nominations and elect a member to serve only for the remainder of the term of office of the member being replaced.

4.3.11 The Board will not be entitled to make any resolution, decision or appointment without there being present a quorum of four Members of the Board.

4.3.12 Subject to the express provisions contained herein the Board may regulate its own procedure by means of Standing Orders passed by it as resolutions or otherwise as it thinks fit.

5. DUTIES AND RESPONSIBILITIES OF THE BOARD

5.1 The Board will be responsible for the administration and management of the Fund, its money and property.

5.2 The Board will be responsible for ensuring that there are sufficient funds to enable the objects and purposes of the Fund as set out in part 3 of this Constitution to be fulfilled and to that end will recommend to each Conference the level of contribution to the Fund which should be required from each LDC to enable the Board and the Fund to fulfil the objects and purposes for the ensuing year.

5.3 By resolution, the Board may apply such parts of the Fund as it may from time to time in its discretion deem appropriate:

5.3.1 for the purposes and objects set out in part 3 of this Constitution; and

5.3.2 to take action to acquire or to appeal for additional monies or property to be added to or held in the Fund.

5.4 In exercising its discretion in respect of any Resolution, the Board shall at all times and from time to time take cognisance of the views of the British Dental Association and of any autonomous Committees which such Association may set up or cause to set up provided that:

5.4.1 no person dealing in good faith with the Board shall be concerned to see whether the Board has or has not taken such cognisance into account; and

5.4.2 nothing in this provision shall be taken as imposing an obligation on the Board to act in accordance with the views of the British Dental Association or of any autonomous Committees as hereinbefore described.

5.5 By resolution, the Board may determine that the Fund no longer serves any useful purpose to the dental profession in Scotland and in the event of the Board passing such a Resolution, the Secretary will intimate it to the Conference with a view to the Conference making a determination to disband the Fund in the manner hereinafter specified.

6. MANAGEMENT OF THE FUND

6.1 The Board will cause the Fund to make an annual contribution to the British Dental Guild in recognition of its funding of negotiations by the General Dental Practice Committee of the British Dental Association, or its successors, on a United Kingdom basis. The Board will discuss the level of contribution with the Managers of the British Dental Guild with a view to agreement being reached as to the level of the annual contribution to be recommended to the Conference.

6.2 The Board will be entitled to maintain an Account at a Bank in the name of the Fund or other suitable name with power to draw monies thereon, electronically and by cheque, on the authority of one Member of the Board and the Treasurer.

6.3 Petty cash will be in the control of and operated by the Treasurer.

6.4 Under direction of resolutions of the Board the Fund will also be invested in or applied to:

6.4.1 any Account with any Bank, Building Society or similar institution;

6.4.2 any other suitable investment; and

6.4.3 the purchase of or any lending on the security of any property real or personal whatsoever or wheresoever; it being declared that there shall be no restriction on the powers of the Board to invest the Fund notwithstanding it is held by the Board in a fiduciary capacity.

6.5 The Board will keep detailed and accurate Accounts of all of its cash intromissions with the Fund and at the expense of the Fund will cause these Accounts to be audited annually by a professional Chartered Accountant for submission to the Conference.

6.6 The Board will also prepare a Report each year providing a summary of the operation of the Fund during the period covered by the Report and will cause that Report along with

a copy of the Accounts (audited as aforesaid) to be forwarded to the Conference and to the Committee in due time to enable the same to be laid before the meetings of the Conference at which the Members of the Board shall be elected.

7. ALTERATION OF THE CONSTITUTION

No condition or rule of this Constitution shall be suspended, altered or revoked without there being passed a Motion to that effect at a properly constituted Conference by at least three-quarters majority of those present and entitled to vote at the Conference.

8. THE DISSOLUTION OR WINDING-UP OF THE FUND

8.1 The Fund may not be dissolved, disbanded or wound up without there being passed a Motion to that effect at a properly constituted Conference by at least a three-quarters majority of those present and entitled to vote at the Conference.

8.2 In the event of any Conference voting to dissolve, disband or wind up the Fund as aforesaid the assets of the Fund will be realised and the balance of the Fund returned to the individual LDCs in such a manner as shall be determined by the Conference.

9. GENERAL

9.1 No Member of the Board will be personally liable for any act of negligence or breach of contract or omission in the fulfilment of the objects and purposes of the Fund unless such act is done or omitted fraudulently or in bad faith.

9.2 In the event of any difference or dispute arising with regard to the interpretation of this Constitution such dispute will be referred to an Arbiter to be appointed by the immediate past Chairman of the Conference and the decision of the said Arbiter shall be final and binding on the Parties.

9.3 This Constitution and all that follows from it will be governed by the Law of Scotland.

9.4 In this Constitution the singular shall include the plural and the masculine gender shall include the feminine and vice versa.

9.5 This Constitution will be substantive after approval at a duly constituted Conference.

Report of the Board of Management and
Financial Statements for the Year Ended 30 September 2023
for
THE SCOTTISH DENTAL FUND

THE SCOTTISH DENTAL FUND

Contents of the Financial Statements
for the Year Ended 30 September 2023

	Page
Fund Information	1
Report of the Board of Management	2
Report of the Independent Auditors	4
Income and Expenditure Account	8
Balance Sheet	9
Statement of Changes in Equity	10
Notes to the Financial Statements	11
Detailed Income and Expenditure Account	12

THE SCOTTISH DENTAL FUND

Fund Information
for the Year Ended 30 September 2023

CHAIRMAN:	R McBurnie
VICE CHAIRMAN:	D Harper
SECRETARY:	T Coia
TREASURER:	J Law
OTHER ELECTED MEMBERS:	K Fallon L Glass
EX OFFICIO MEMBERS:	J Brady L Milton
AUDITORS:	Sharles Audit Limited Statutory Auditor 29 Brandon Street Hamilton ML3 6DA

THE SCOTTISH DENTAL FUND

Report of the Board of Management for the Year Ended 30 September 2023

The Board of Management present their report with the financial statements of the fund for the year ended 30 September 2023.

PRINCIPAL ACTIVITY

The principal activity of the fund in the year under review was that of the support of dentists' representatives for attending meetings for the benefit of the profession.

BOARD OF MANAGEMENT

The Board of Management shown below have held office during the whole of the period from 1 October 2022 to the date of this report.

R McBurnie

D Harper

T Coia

J Law

K Fallon

L Glass

J Brady

L Milton

From April 2023

STATEMENT OF BOARD OF MANAGEMENT RESPONSIBILITIES

The Board of Management are responsible for preparing the Report of the Board of Management and the financial statements in accordance with applicable law and regulations.

The constitution of the fund requires the Board of Management to prepare financial statements for each financial year. The Board of Management have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK'. The Board of Management must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the fund and of the income and expenditure of the fund for that period. In preparing these financial statements, the Board of Management are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the fund will continue in business.

The Board of Management are responsible for keeping adequate accounting records that are sufficient to show and explain the fund's transactions and disclose with reasonable accuracy at any time the financial position of the fund and enable them to ensure that the financial statements comply with United Kingdom Accounting Standards and applicable law. They are also responsible for safeguarding the assets of the fund and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the Board of Management are aware, there is no relevant audit information of which the fund's auditors are unaware, and each director has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the fund's auditors are aware of that information.

THE SCOTTISH DENTAL FUND

Report of the Board of Management
for the Year Ended 30 September 2023

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the Board of Management are aware, there is no relevant audit information of which the fund's auditors are unaware, and each director has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the fund's auditors are aware of that information.

ON BEHALF OF THE BOARD:


Revised Nov 15, 2023 15:10 GMT

.....
R McBurnie – Chairman

Date: Nov 15, 2023
.....

Report of the Independent Auditors to the Members of
The Scottish Dental Fund

Opinion

We have audited the financial statements of The Scottish Dental Fund (the 'fund') for the year ended 30 September 2023 which comprise the Income and Expenditure Account, Balance Sheet, Statement of Changes in Equity and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the fund's affairs as at 30 September 2023 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the fund in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note six to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Board of Management' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the fund's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Board of Management with respect to going concern are described in the relevant sections of this report.

Other information

The Board of Management are responsible for the other information. The other information comprises the information in the Report of the Board of Management, but does not include the financial statements and our Report of the Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Board of Management for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Board of Management has been prepared in accordance with applicable legal requirements.

Report of the Independent Auditors to the Members of
The Scottish Dental Fund

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the fund and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Board of Management.

We have nothing to report in respect of the following matters which we would report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit; or
- the Board of Management were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Board of Management.

Responsibilities of Board of Management

As explained more fully in the Statement of Board of Management' Responsibilities set out on page two, the Board of Management are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Board of Management determine necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Board of Management are responsible for assessing the fund's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board of Management either intend to liquidate the fund or to cease operations, or have no realistic alternative but to do so.

Report of the Independent Auditors to the Members of
The Scottish Dental Fund

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Irregularities are instances of non-compliance with laws and regulations. The objectives of our audit are to obtain sufficient appropriate audit evidence regarding compliance with laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements, to perform audit procedures to help identify instances of non-compliance with other laws and regulations that may have a material effect on the financial statements, and to respond appropriately to identified or suspected non-compliance with laws and regulations identified during the audit.

In relation to fraud, the objectives of our audit are to identify and assess the risk of material misstatement of the financial statements due to fraud, to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud through designing and implementing appropriate responses and to respond appropriately to fraud or suspected fraud identified during the audit.

However, it is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud, the audit engagement team:

- obtained an understanding of the legal and regulatory frameworks applicable to the fund and the sector in which it operates. We determined that the following laws and regulations were most significant: UK GAAP.
- obtained an understanding of how the fund is complying with those legal and regulatory frameworks by reviewing the figures and disclosures within the financial statements.
- assessed the susceptibility of the fund's financial statements to material misstatement, including how fraud might occur. Audit procedures performed by the audit team included:
 - summarising income and expenditure for the year directly from the bank statements of the fund and supporting documentation;
 - ensuring this summary has been correctly reflected in the financial statements;
 - agreeing 100% of transactions to supporting documentation;
 - agreeing debtors to post year end receipt;
 - agreeing creditors to post year end payment;
 - agreeing or reconciling the bank balance to bank statements; and
 - confirming the figures or any unexpected variances with the board of management.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Auditors.

Report of the Independent Auditors to the Members of
The Scottish Dental Fund

Use of our report

This report is made solely to the Conference of Scottish Local Dental Committees, as a body. Our audit work has been undertaken so that we might state to the fund's members those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the fund and the fund's members as a body, for our audit work, for this report, or for the opinions we have formed.

Keith Edwards

Keith Edwards (Nov 15, 2023 15:32 GMT)

Keith Edwards (Senior Statutory Auditor)
for and on behalf of Sharles Audit Limited
Statutory Auditor
29 Brandon Street
Hamilton
ML3 6DA

Date: Nov 15, 2023
.....

THE SCOTTISH DENTAL FUND

Income and Expenditure Account
for the Year Ended 30 September 2023

	2023	2022
	£	£
INCOME	54,684	58,222
Claims and expenses	<u>53,962</u>	<u>40,906</u>
OPERATING INCOME	722	17,316
Interest receivable and similar income	<u>2,800</u>	<u>832</u>
INCOME BEFORE TAXATION	3,522	18,148
Tax on income	<u>-</u>	<u>-</u>
NET INCOME FOR THE FINANCIAL YEAR	<u>3,522</u>	<u>18,148</u>

The notes form part of these financial statements

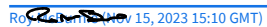
THE SCOTTISH DENTAL FUND

Balance Sheet
30 September 2023

	Notes	2023 £	2022 £
CURRENT ASSETS			
Debtors	4	2,695	5,103
Cash at bank		<u>293,023</u>	<u>284,214</u>
		295,718	289,317
CREDITORS			
Amounts falling due within one year	5	<u>16,652</u>	<u>13,773</u>
NET CURRENT ASSETS			
		<u>279,066</u>	<u>275,544</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>279,066</u>	<u>275,544</u>
RESERVES			
Retained earnings		<u>279,066</u>	<u>275,544</u>
		<u>279,066</u>	<u>275,544</u>

The financial statements have been prepared in accordance with the Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK'.

The financial statements were approved by the Board of Management and authorised for issue on Nov 15, 2023 and were signed on its behalf by:


Revised: Nov 15, 2023 15:10 GMT

.....
R McBurnie - Chairman

The notes form part of these financial statements

THE SCOTTISH DENTAL FUND

Statement of Changes in Equity
for the Year Ended 30 September 2023

	Retained earnings £	Total equity £
Balance at 1 October 2021	257,396	257,396
Changes in equity		
Total comprehensive income	<u>18,148</u>	<u>18,148</u>
Balance at 30 September 2022	<u>275,544</u>	<u>275,544</u>
Changes in equity		
Total comprehensive income	<u>3,522</u>	<u>3,522</u>
Balance at 30 September 2023	<u><u>279,066</u></u>	<u><u>279,066</u></u>

The notes form part of these financial statements

THE SCOTTISH DENTAL FUND

Notes to the Financial Statements
for the Year Ended 30 September 2023

1. **STATUTORY INFORMATION**

The Scottish Dental Fund is an unincorporated entity.

The presentation currency of the financial statements is the Pound Sterling (£).

2. **STATEMENT OF COMPLIANCE**

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. There were no material departures from that standard.

3. **ACCOUNTING POLICIES**

Basis of preparing the financial statements

The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared on a going concern basis.

Income and revenue recognition

Income represents donations receivable from Local Dental Committees and is recognised at the point that the fund obtains the right to consideration.

4. **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Other debtors	<u>2,695</u>	<u>5,103</u>

5. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Other creditors	<u>16,652</u>	<u>13,773</u>

6. **FRC ETHICAL STANDARD - PROVISIONS AVAILABLE FOR SMALL ENTITIES**

In common with many other businesses of our size and nature we use our auditors to assist with the preparation of the financial statements.

THE SCOTTISH DENTAL FUND

Detailed Income & Expenditure Account
for the Year Ended 30 September 2023

	2023		2022	
	£	£	£	£
Income				
Donations		54,684		58,222
Other income				
Interest receivable		<u>2,800</u>		<u>832</u>
		57,484		59,054
Expenditure				
SDPC allowances	40,981		31,363	
SDPC honoraria	4,195		3,820	
Room hire	581		131	
SDF travel expenses	317		84	
SDF honoraria	714		650	
SDF session expenses	6,154		3,900	
Auditors' remuneration	<u>960</u>		<u>900</u>	
		<u>53,902</u>		<u>40,848</u>
		3,582		18,206
Finance costs				
Bank charges		<u>60</u>		<u>58</u>
NET INCOME		<u><u>3,522</u></u>		<u><u>18,148</u></u>

The Scottish Dental Fund

ALL CONTRIBUTIONS RECEIVED FROM OUTSET TO YEAR ENDED 30/09/23

LDC	Period 20/08/02 to 30/09/13	Year ended	Year ended	Year ended	Year ended	Year ended	Year ended	Year ended	Year ended	Year ended	Year Ended 30/09/23			Ab initio		Total Contb as % due	
		30/09/14	30/09/15	30/09/16	30/09/17	30/09/18	30/09/19	30/09/20	30/09/21	30/09/22	Year ended 30/09/22	Contbr at 30/09/23	Total Due at 30/09/23	Contb as % Due	Total Received		Total Requested
Argyle & Clyde	34,306.35	-	-	-	-	-	-	-	-	-	-	-	-	£	34,306.35	36,482.10	94.04%
Ayrshire & Arran	63,376.80	5,250.00	5,415.00	5,443.20	5,126.40	5,356.80	5,385.60	4,464.00	4,230.00	4,230.00	£ 3,381.00	3,381.00	100.00%	£	11,892.80	111,892.80	100.00%
Borders	14,665.95	1,222.50	1,305.00	1,324.80	1,382.40	1,353.60	1,368.00	1,200.00	1,110.00	1,110.00	£ 1,110.00	945.00	100.00%	£	27,077.25	27,091.65	99.95%
Dumfries & Galloway	42.00	-	-	-	-	-	-	-	-	-	£	-	-	£	42.00	42.00	-
Fife	60,677.55	4,950.00	5,055.00	5,529.60	5,731.20	5,443.20	5,529.60	4,560.00	4,344.00	4,344.00	£ 3,549.00	3,549.00	100.00%	£	109,929.15	109,929.15	100.00%
Forth Valley	48,121.65	3,960.00	3,930.00	4,118.40	4,118.40	4,262.40	4,377.60	3,552.00	3,552.00	3,552.00	£ 3,192.00	3,192.00	100.00%	£	86,736.45	86,733.00	100.00%
Grampian	61,284.65	6,967.50	-	8,121.60	7,574.40	7,747.20	7,488.00	-	-	-	£ 5,271.00	5,271.00	100.00%	£	104,454.35	135,532.20	77.07%
G. Glasgow & Clyde	235,334.05	20,550.00	20,970.00	21,484.80	20,908.80	21,225.60	21,830.40	18,528.00	18,528.00	18,528.00	£ 16,065.00	16,065.00	100.00%	£	433,952.65	436,230.45	99.48%
Highland	39,296.40	3,472.50	2,455.00	1,000.00	250.00	-	-	-	-	-	£	-	-	£	46,473.90	57,496.80	80.83%
Lanarkshire	98,955.15	8,400.00	8,670.00	8,611.20	10,166.40	10,195.20	6,373.80	2,304.00	8,856.00	8,856.00	£ 7,644.00	7,644.00	100.00%	£	176,883.75	187,773.90	94.20%
Lothian	163,960.60	13,695.00	13,905.00	14,313.60	14,371.20	14,256.00	14,428.80	12,408.00	12,094.00	12,094.00	£ 9,933.00	9,933.00	100.00%	£	295,773.20	295,741.15	100.01%
Tayside	77,763.00	6,030.00	6,105.00	6,192.00	6,451.20	6,393.60	6,681.60	5,616.00	5,508.00	5,508.00	£ 4,704.00	4,704.00	100.00%	£	137,060.40	137,394.90	99.76%
Western Isles	1,106.70	63.00	-	-	-	-	-	-	-	-	£	-	-	£	1,169.70	1,711.20	68.36%
TOTAL	898,890.85	74,560.50	67,810.00	76,139.20	76,080.40	76,233.60	73,463.40	52,632.00	58,222.00	58,222.00	£ 54,849.00	54,684.00	100.00%	£ 1,565,751.95	1,624,051.30	96.41%	

NB Following the Conference, the contributions requested from each LDC are modified in line with the latest published tables of Dentists by Health Board Area.

CLAIMS - YEAR ENDED 30/09/2023

SDPC CLAIMANTS	Amount	Sessions	Hours (Virtual Meetings)	Reclaim BDG (Sessions)
Clare Cunningham	£ 2,507.75	1	20.75	0
John Davidson	£ 2,974.25	0	30.25	0
Matt Dickie	£ 315.25	0	3.25	0
Jeff Ellis	£ 1,982.25	1.5	14.25	0
Christina Feery	£ 1,341.50	1	9.50	0
Morven Gordon-Duff	£ 2,781.75	2	20.25	0
Michelle Hutcheon	£ 1,035.00	0	10.00	0
John Hyland	£ 1,778.00	1	14.00	0
Gillian Lennox	£ 1,934.50	0	18.50	0
Harriet Liddicott	£ 2,383.00	2	16.50	0
David McCall	£ 14,097.50	12	94.99	0
Lindsay Milton	£ 97.00	0	1.00	0
Donald Morrison	£ 856.00	0	8.00	0
Josephine Weir	£ 6,897.25	4	52.75	0
TOTAL	£40,981.00	24.5	313.99	0



CONFERENCE OF SCOTTISH LOCAL DENTAL COMMITTEES

Virtual Voting Protocol

As per the [Conference of Scottish Local Dental Committees Standing Orders](#) only LDC delegates and members of the Conference Agenda Committee (CAC) are permitted to vote in the elections and motions sections of conference.

Historically, voting has been carried out manually using voting cards, however at the 2023 conference, virtual voting was conducted for the first time using an online platform.

It is the intention of CAC to proceed with virtual voting for the foreseeable future, and as an online system is a change, CAC decided to draft a Virtual Voting Protocol as guidance for them to refer to when planning conference each year. The document was also developed with the intention of being transparent with all conference attendees about the new process.

Time Limit

- A time limit of 30 seconds for votes to be submitted will be applied to each motion.
- A timer clock will be visible for conference attendees to refer to.
- The time limit will only start once the motion has been verbally explained and any debate has been concluded by the Chair.
- A time limit is set to ensure voting is conducted in a timely manner and ensure maximum audience participation.

Voting Results

- Once the time limit for votes to be submitted has closed, the result of the vote will be displayed for conference attendees to see (% of For, Against and Abstain votes).
- If 100% of the vote is 'For' the motion, this will be classed as the motion having 'passed unanimously'. This is regardless of the number of attendees who voted in comparison to the overall number of attendees who were eligible to vote.

Voting Transparency

- When conducting manual voting, using voting cards, the way in which an attendee has chosen to vote is visible to all other conference attendees.
- When voting virtually, the result of an individual vote is hidden from the rest of the audience (a limitation of the new system acknowledged by CAC).
- However, please note that voting is not anonymous and after the conference has closed, CAC have access to the data in relation to each vote, including details of how each individual attendee has chosen to vote on each motion.

**CONFERENCE OF
SCOTTISH
LDCs**
MOTIONS 2024

1. Increased capitation for over 65's

This Conference calls for an urgent review of and increase in the additional support needs capitation payment for registered patients in the 65+ age group.

Greater Glasgow & Clyde LDC

2. Domiciliary Care Crisis

This Conference demands that Scottish Government address the crisis in domiciliary care provision through immediate review of Determination 1 changes, and reinstatement of appropriate reimbursement for the additional time and skill required to properly care for these complex patients to allow the service to remain viable.

Greater Glasgow & Clyde LDC and Lanarkshire LDC

3. NHS Pension FAQ

The conference calls on Scottish Government, PSD and SPPA to work together to produce an FAQ in relation to the NHS pension scheme.

Ayrshire & Arran LDC

4. Digital Allowance Payment

This Conference calls for financial support for digital technologies through the creation of a digital allowance payment to assist NHS practices to purchase and maintain digital equipment such as digital scanners, and associated software and hardware, to enable them to reduce their environmental footprint whilst maintaining the quality of patient care expected by NHS patients.

Greater Glasgow & Clyde LDC

5. Extension to Golden Hello Areas

This Conference calls for an increase in the number of designated areas where associates can get 'golden hellos' and other incentives for buying or setting up practices in order to improve access to NHS dentistry.

Greater Glasgow & Clyde LDC

6. Increase in CPDA

This Conference demands an increase in Continuous Professional Development Allowance to 10 sessions per year. ***(P)**

Greater Glasgow & Clyde LDC

7. LDC Levy Opt-Out

The conference believes that to support local and national negotiation at a time of significant dental challenges, the Local Dental Committee levy on NHS schedules should be an 'opt out' for all lists. ***(P)**

Forth Valley LDC

8. Silver Diamine Fluoride Allowance

This Conference calls for an allowance for practices (through a specific enhanced minimally invasive code for paediatric dentistry) to purchase silver diamine fluoride for use on children with multiple carious teeth to try and prevent the need for future extraction under general anaesthetic

Greater Glasgow & Clyde LDC

9. Centres for Oral and Maxillofacial Surgery

We call on Scottish Government to develop regional centres for oral and maxillofacial surgery to allow equal access throughout Scotland.

Lanarkshire LDC

10. Oral Surgery GDP Training Grant

This Conference calls for a training grant and pathway for GDPs to gain minor oral surgery skills to reduce referrals to secondary care and waiting times for secondary care O.S. treatment.

Greater Glasgow & Clyde LDC

11. Dental Amalgam Ban

This Conference demands that the Scottish Government and BDA work together to secure the supply of amalgam and ensure there is no financial impact on dental practices from 1st January 2025, the date from which the European Parliament has voted to ban dental amalgam.

Greater Glasgow & Clyde LDC and Lanarkshire LDC

12. Addressing the Shortage of Dental Technicians in Scotland

This Conference calls upon the Scottish Government to take immediate action by supporting additional funding for dental technician trainees and facilitating the creation of more accessible training programs. ***(P)**

Greater Glasgow & Clyde LDC

13. Recruitment and Retention

This conference believes that the number of Scottish trainees should be expanded significantly to aid recruitment and retention, particularly in Scottish, NHS practices.

Forth Valley LDC

14. Non-Scottish Dental Schools

This conference calls on Scottish Government to financially support applications to UK dental schools outwith Scotland to avoid disadvantaging Scottish students.

Ayrshire & Arran LDC

15. Dental Nurse Training

We call on Scottish Government to increase the number of funded places for dental nurse training to help with the recruitment crisis. ***(P)**

Lanarkshire LDC