



# JCCP Board of Trustees Meetings

Date of meeting: 25/05/2022 13.00 – 16:00

## Minutes

Paul Burgess	✓
Claire Cherry	Apologies
Alex Armstrong	Apologies
Andrew Rankin	✓
Joan Scott	✓
Caroline Larissey	✓
David Sines	✓
Dawn Knight	✓
Eddie Hooker	Apologies
Mary Lovegrove	Apologies
Paul Charlson	✓
Sally Taber	✓
John Underwood	✓
Tracey Bell	✓
Mark Mikhail	✓
Victor Ktorakis	✓
Alicia Greenwood	Apologies
Sharron Brown	✓
Dr Martyn King	✓
Tamara Sandoul	✓
Michael Smith	Apologies
Stacey Brazier	Apologies
Gillian Kennedy	Apologies
Kirsty Ben-Harris	✓
Dr John Elder	✓

# 1. Welcome and Apologies

Tamara Sandoul from the CIEH was welcomed as a new non-voting Trustee.

Apologies were received from Mary Lovegrove, Ross Walker and Maria Christidou.

# 2. Minutes of JCCP Board of Trustees –23 March 2022.

The minutes were agreed

# 3. Matters arising – DS

## a. Patient Survey Update - DK

Following discussions between DK and JU it was agreed that based on the knowledge gained from the original two patient surveys produced and administered by DK that a new survey format would be developed that would be shorter and simpler and then issued. **Action: JU/DK.**

## b. JCCP Stakeholder Council

DS reported that the date had been set for 11<sup>th</sup> July 2022 at 14.00 – 16.00 and that the event would be virtual. The event would be chaired by Dr Tamara Griffiths and would focus on the Government proposals for licensing in the sector. Dr Emma Craythorne will attend and provide an independent synopsis on the case for patient safety and regulation.

## c. Premises Standards

ST and LMP are currently reviewing the JCCP premises standards and piloting the new/revised standards. It was agreed to share the standards with the CIEH. **Action – ST.**

JE asked that as part of any new licensing arrangements that inspections do not duplicate those already being undertaken by the CQC and the HIS - Noted.

# 4. ITEMS FOR APPROVAL

None.

## 5. Items for Discussion

### a. Risk Register - DS – see attached

Noted and approved. KBH reported that the PRIT group had carried out a major review of the risk registers and a number of items were either removed or updated. **Action KBH:** Provide revised documents for approval at the next Board meeting.

### b. Corporate Membership Programme (CMP) Update

PB reported that Irwin Mitchell had now joined the CMP as part of a broader sponsorship package for the JCCP. The CMP Group met recently and agreed that priorities for 2022 would be to seek to influence the Government with regard to the new licensing system for England with particular reference to its impact on the commercial sector in aesthetics. It was agreed to write to DHSC with details of the CMP and how that group could assist with the process. **Action: PB** to produce a note for DHSC and to report back to next meeting.

### c. Complaints Reporting and Review

ST reported that the JCCP was being inundated with complaints and that this activity was now becoming unmanageable within the limits of the current resources available. Action: DS to join a meeting with the current JCCP team working on complaints to review activity and to set new priorities and 'filters'. **Action: DS/ST.**

## 6. ITEMS FOR INFORMATION

### JCCP National Campaigns – 2021 – CL/DS

- 'Safety in Beauty'

CL reported that the Task and Finish Group set up to look at issues around licensing chaired by Dianne Hay had met and were preparing a list of FAQ's to help with the consultation process.

- Political Activity and Regulation

DS provided a comprehensive briefing on the latest round of political activity and announcements with regard to regulation. Discussions with the DHSC have indicated that it is unlikely that any major activity with regard to the consultation process will take place until early Autumn 2022.

DS reported that he had appeared before the Health and Social Care Committee chaired by Jeremy Hunt MP and issues covered included the following:

- Future role and extension of powers of the CQC.
- Development of a social media warning kitemark with regard to non-surgical procedures.
- Role of Ofqual in enforcing standards and qualifications in the sector.

- Potential role of the PSA in accrediting registers of approved education and training providers and qualifications.
- Designation of dermal fillers as 'prescription only devices'.
- Issues around remote prescribing.

PC reported that a meeting is to be held in June with Conservative MP's on this area of activity.

DK updated on discussions with Kevin Jones MP with regard to the new On-line Safety Bill.

### **Trustee Vacancy**

DK reported that DK approached him with a proposal that Kimberley Cairns be considered with regard to taking up a lay Trustee role with the JCCP with a focus on patient safety. KK's background is in the area of psychological wellbeing and aesthetics and patient advocacy. DS supported this suggestion.

DK: formally proposed KK

AR: seconded.

Agreed subject to DS talking to KK about the role, function and rules associated with being a 'Lay Trustee'. **Action: DS.**

## 7. Education and Training Committee Feedback

MJL had provided apologies as she is travelling back from an overseas trip.

DS reported the following:

- The Fast Track Assessment centres at Harley Academy and Cosmetic Courses are now being rolled out.
- JCCP will oversee the appointment of an 'Independent Assessor' to oversee this area of activity.

## 8. Marketing and Communications

### **Consumer Narrative**

Now updated by JU in partnership with CPSA Colleagues and published.

### **JCCP & me**

PB reported on the successful launch of the new consumer website site at the Beauty Uncovered event. Meeting to be held with CDM to determine next stages in the development and

management of the site. **Action: PB** to report back at next meeting. DS/JU asked that thanks to CDM be noted for all of the excellent work on the new site.

### **Marketing & Comms Committee**

JU indicated that the Committee had not met since the last Board meeting so there are no minutes for review. JU indicated that a review was now taking place on membership of the Committee and its action plan for the next 12 months. **Action: JU** to report back at next meeting.

## 9. Practitioner Register Committee Update

AR reported that the PRC was functioning well and that registrations had now reached 735. AR advised that the PRC was also in the process of completing its audit and sampling requirements as included in the PSA approval process.

AR noted that the Committee needed more members. **Action: All**

## 10. PRIT Update

KBH reported that the PRIT Committee had met that morning prior to this Trustee meeting and minutes would be circulated for discussion at the next Trustee Board meeting. **Action: KBH**

KBH updated on actions with regard to reviewing the Risk Registers. Action: KBH to circulate revised versions prior to the next Board meeting.

KBH provided a high-level financial summary indicated that JCCP cash reserves were now at £76,000 and would reach £96,000 with additional contributions coming forward over the next month. All outstanding payments have been made. Noted.

## 11. CAG Update

AR reported that the CAG Group was now being very well attended and was focussing in the following areas:

- Publication of revised prescribing guidelines
- Publication on Energy Based Device guidelines
- Engagement with the MHRA on Parallel Imports and multiple issues relating POMs following complaint referral
- Co-ordination of regulatory processes and controls to inform the new DHSC Licencing Scheme
- Oversight and supervision
- Adverse Incident Reporting

**Action: AR** to report back on progress at next meeting.

## 12. CPSA Update

MM provided an update on CPSA activity. The CPSA has endorsed the JCCP Narrative document. The CPSA is now in the position to update the JCCP/CPSA standards having appointed a number of Aesthetic fellows but this work will not commence until receipt of new proposals from Government to agree a new set of mandatory standards. **Action: JCCP/CPSA** discuss approach at their next joint meeting.

## 13. Any Other Business

Tamara Sandoul invited Trustees to identify key topics for consideration to include in the CIEH Aesthetics conference on the 18<sup>th</sup>/19<sup>th</sup> October 2022.

### **Election of Chair and AGM**

DS informed the Trustees that the next Trustee Board meeting would also include the JCCP AGM. The AGM will receive the JCCP audited accounts for approval and will also elect the next Chair. DS asked that any nominations for the Chair position should be sent to Paul Burgess by 30<sup>th</sup> June 2022. **Action:** All trustees and PB.

## 14. Dates for future Trustee Board meetings:

13<sup>th</sup> July 2022 at 1300 – by Microsoft Teams