

JCCP

MINUTES OF MEETING – 22nd May 2019

Held at Bevan Brittan, Fleet Place House, 2 Fleet Place, London EC4M 7RF on

22nd May 2019 at 12.00

1. Welcome and apologies

In Attendance

Professor David Sines CBE – Chairperson

Eddie Hooker – Corporate Governance

Dawn Knight – Patient/User

Caroline Larissey – Beauty Therapy Sector

Sally Taber – Corporate Governance

Dr. Andrew Vallance-Owen MBE – Corporate Governance and Chair of the JCCP Stakeholder Council

Victor Ktorakis – Environmental Health Sector Representative

Emma Craythorne – Consultant Dermatologist and CPSA Representative

Non-Voting Members

Sharron Browne – Nurse and BACN Founder Member Representative

Apologies

Tracey Bell – Dentistry

Dr Paul Charlson – Doctor and BCAM Founder Member Representative

Navin Chohan – Manufacturing Industry Representative

Lorna Kidd – Patient/User

Professor Mary Lovegrove OBE – Chair of the Practitioner Register Committee

Professor Anne McNall – Chair of the Education and Training Committee

Andrew Rankin – Nursing and Associate Chair of the Practitioner Register Committee

Mr. Alexander Woolard – Plastic Surgeon and CPSA Representative

Executive Support

Paul Burgess

1. Minutes of JCCP Board of Trustees 13th March 2019 – see attached

Agreed subject to minor changes requested by Caroline Larissey.

2. Declarations of Interest - DS

- a. Register – None

b. Declarations of Interest – None

DS welcomed Sharron Browne to her first meeting as the non-voting representative of the BACN. DS asked that SB be sent the 'Confidentiality form' to be signed and returned:

Action – Paul Burgess

DS then informed the Trustees that due to ill health Andy Masheter has informed the JCCP that he is not able to continue as a Trustee. DS placed on record his thanks to AM for the contribution he had made in the short time he had been involved. In the letter of resignation AM agreed to complete the process of drafting the JCCP Marketing Strategy and Plan.

DS then proposed to the Trustees that Amy Senior be invited to become a Trustee and to act as Chair of the JCCP Marketing and Communications Committee. All Trustees had been provided with AS CV. AS had been involved with the JCCP since its inception and was already an active member of the Marketing and Communications Committee. The proposal was agreed unanimously (supported also by all Trustees who had presented apologies for the meeting who had emailed their support for the appointment to the Chair).

Action – PB to inform AS of the decision and to ensure that the appropriate papers are sent to the Charity Commission for Appointment as a Trustee.

3. Matters arising - PB

a. Department of Health and Social Care – Public Awareness Campaign – DS

DS reported back to the Trustees regarding the significant amount of work undertaken with the DHSC since the last meeting. DS highlighted the following:

- The process of developing a DHSC led public awareness campaign on the risks associated with some non-surgical procedures. The campaign is underway and has gained much media attention. DS reported that there were some issues associated with the campaign and DHSC guidance presented to the public and that he had communicated these directly back to DHSC and amendments were being made.
- DS then invited DK to report back on the significant amount of activity she had managed to generate regarding the promotion of patient safety issues and regulation via her local MP and the Minister with responsibility for cosmetic regulation at the DHSC. DK outlined a number of key actions and reported that there was now a strong body of support to enhance patient safety and regulation in the sector and that the Minister was seeking to introduce some significant measures in this area. DS and the Trustees thanked DK for the amazing work she was undertaking in this area.
- DS then highlighted a number of new actions designed to highlight issues around regulation and pursuance of the case for regulation with DHSC, these included:
 - Meetings with the ASA.

- DHSC/JCCP and UKAS to meet
- Meeting with Alberto Costa MP – 17th June 2019
- JCCP, Regulators, CQC and MHRA meeting to discuss critical regulatory issues.
- DS also reported that he had received a direct communication from DHSC officials on next stages of activity by the Department and the JCCP education and training agenda.

The Trustees presented a range of suggestions on how to move forward and to enhance the case for public protection and regulation. Key issues identified were as follows:

- Over the counter purchase of Lidocaine – VK
- Continuing misrepresentation of training and qualifications by training companies – ST and the ASA.
- Remote prescribing – DS reported that the JCCP was close to reaching agreement with the regulators on the reaffirmation of guidelines in this area - DS.
- Emergent issues of mental health and patient vulnerability in the sector – especially Body Dysmorphia – EC and the CPSA – with the JCCP.

The Trustees accepted that activity in this area had been considerably increased and asked that DS continue to pursue these activities in the interest of public protection and patient safety.

JCCP Assessment Centres – DS – see attached

DS reported back on progress in this area led by AMcN and the JCCP Education and Training Committee. AMcN had sent apologies for a long-standing holiday commitment but had discussed this item in detail with DS. DS reminded the Trustees that the PSA had encouraged the JCCP to consult on this proposal. The JCCP had now done so and received no responses to oppose this proposal. Trustees supported the further development of this proposal and the following actions were agreed:

Actions

- JCCP invite JCCP Approved Education and Training providers to submit proposals to operate JCCP Assessment Centres – AMcN/PB
- The next JCCP Education and Training Committee to approve final operating details for the Fast Track Assessment Centres to brief to potential providers – AMcN

b. JCCP Transform Partnership – see attached Press Release

DS updated the Board on the JCCP partnership with Transform and that this would involve up to 35 practitioners registering with the JCCP. DS also reported that meetings were planned with the other major changes to discuss joining the JCCP Register.

c. JCCP data – see attached

DS noted that the Practitioner Register Committee had now agreed with Northgate on the data fields to be completed and returned to the JCCP all annual renewing applicants for Practitioner Register membership.

4. PSA Review – Outcome

DS reported on progress with the PSA review of the JCCP. The final decision will be made by the PSA Moderator on the 31st May, 2019.

5. JCCP Committees Feedback

a. Practitioner Register – MJL/AR

DS reported that the Committee was functioning well and had recently agreed the annual renewal process for registrants and reviewed the JCCP FtP 'health' processes.

DS gave an update on numbers on the Practitioner Register.

DS reported there were also a number of practitioners from Transform who had applied to enter the Register. It was noted that four nurses working for Superdrug are now registered with the JCCP.

b. Education and Training – DS/PB – see attached

DS reported back on behalf of AMcN. Key areas to note are:

- There are a number of new education and training provider applications for review – urgently need assessors.

Action: Trustees to report back to AMcN regarding potential contacts.

- It was noted that a number of new MoUs are being prepared with new Awarding Bodies

Action: DS/AMcN.

DS reported that he hoped to have 5 education and training providers and up to 4 Awarding bodies working with the JCCP by October 2019.

EC then reported that the CPSA was mapping all of the medical speciality standards against the JCCP framework with the aim of enabling a direct access route to the JCCP register with regard to education standards.

Action: CPSA to report back at next meeting.

c. Marketing and Communications – PB/AM – see attached

PB reported back on the Marketing and Communications activity and meeting of the JCCP Marketing, PR and Communications Committee.

AVO suggested that once a clear plan and activity list had been prepared it would be appropriate to attract external financial support and sponsorship.

Action: Marketing and Communications Plan to be presented at next Board meeting – PB/AS

PB highlighted that with the help of other Trustees (and DK in particular) that JCCP social media activities had taken a ‘big leap’ forward.

PB also reported that he is developing a list of Key Opinion Leaders who support the JCCP who could represent the Council in the media. AVO also volunteered for this role. – **Action** – PB to report back at next meeting.

d. Stakeholder Council – AVO – see attached

AVO reported back on actions agreed at the recent Stakeholder Council and reported on this excellent engagement session that had been dedicated to raising public safety awareness. Many of the suggestions made at the meeting have been passed to the DHSC for to inform their public awareness campaign. The JCCP Marketing and Communications Committee is also reviewing the findings from this meeting which will then be incorporated into the JCCP Communications and Marketing action plan/strategy.

6. JCCP Operations Plan – Update – see attached

Trustees noted the progress on key actions set out in the Plan.

Action: Plan to be updated on key actions moving forward for 2019 – 2021 and presented at the next meeting for discussion - PB

7. Finance

a. 2017/18 Accounts – For Approval – see attached

The JCCP Trustees approved the accounts unanimously (this included Trustees in attendance and proxy approvals sent by e mail by absent trustees).

Action – Forward to JCCP AGM for approval - DS

b. 2018/19 Budget

Trustees reviewed the draft budget for 2018/19. DS indicated that it had been prepared prudently and that the key were the income projections and the inclusion of minimal infrastructure and overhead costs. DS outlined the basis of the income projections. The Trustees agreed that a focus was needed on the following:

- Increasing membership of both registers.
- Attracting donations to the JCCP as a charity.
- Converting interest from major clinic chains.
- Convincing professional associations to deliver members.

Action: Report back at next meeting – PB/DS

c. Financial Stability – Strategic Actions

A major discussion took place on issues surrounding the future sustainability of the JCCP. Various options were discussed including the following:

- Reducing membership fees.
- Making membership easier to obtain with regard to the registration process
- Simplifying membership procedures.
- Offering a monthly scheduled payment option
- Increasing donations and enhancing fundraising activities.

Action: Report back at next meeting – PB/DS

It was noted that the CPSA had requested funding from the JCCP. DS reported that he had informed the CPSA that this was not possible at the moment.

8. CPSA Update – EC

EC reported that the CPSA held a recent strategy meeting that considered how to respond to a number of new ‘orphan treatments’. VK asked for support in relation to standards in some of the ‘critical’ areas such as micro needling, plasma treatments and threads.

Action: EC to inform the CPSA of this request.

The CPSA is preparing a major application to the Health Foundation for a grant towards supporting its development activities.

9. Risk Register – DS

DS reported that he had updated the register and sent the same to the PSA. AVO asked that the sections looking at 'Membership Numbers and financial sustainability' be reviewed and updated.

Action: DS to amend and report back at next Board meeting.

10. BASIC

CL provided an update on the activities of BASIC. CL also indicated that membership of the group was being remodelled.

Action: CL to report back at the next meeting.

11. AOB

ST reported back on activities with the ASA and noted that PB/ST will be meeting the ASA on 31/5/2019.

12. Dates for future meetings:

24/7, 18/9, 4/12, 22/1/20, 1/4/2020

Location – Bevan Brittan