



# JCCP Board of Trustees Meetings

Date of meeting: 13/07/2022 13.00 – 16:00

## Minutes

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

Kimberley Cairns	✓
Baljit Palmer	Apologies

# 1. Welcome and Apologies

Kimberley Cairns was welcomed as a new Patient Representative Trustee. Cheryl Pitcher was welcomed as a new -non-voting Trustee following Stacey Brazier’s resignation.

Tamara Sandoul has resigned as a Trustee and will be replaced by Ross Mathewman on behalf of the CIEH.

Apologies – see above.

# 2. Minutes of JCCP Board of Trustees –25 May 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. Kimberley Cairns offered to support this project. **Action: JU/DK/KC to meet and discuss to agree next steps and timescale.**

## b. Premises Standards

ST and LMP have prepared a report on premises standards and this will go to CAG for discussion on 14<sup>th</sup> July 2022 for approval on behalf of the JCCP. **Action – ST.**

c. CMG – Note to DHSC

PB informed the Trustees that a paper outlining the contribution that major commercial companies in the non-surgical sector could make in the consultation phase for the new licensing system in England had been sent to the DHSC.

d. Complaints Reporting

ST/DK provided an update on the general situation with regard to complaints handling by the JCCP. The numbers were increasing but were being managed by a team of excellent volunteers from the Board. The Trustee Board extended sincere thanks to ST/DK/AR.

## 4. ITEMS FOR APPROVAL

a. Updated Risk Registers

DS reported that PRIT had undertaken a deep dive into the two JCCP Risk Registers and they had now been approved and updated. Trustees noted this action and approved the revised risk registers.

## 5. Items for Discussion

a. **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 JCCP was also receiving a number of new requests to join the CMG.

b. **Complaints Quarterly Update**

ST provided a detailed update. DK reported that the ASA had been much more active recently on complaints reported to them by the JCCP – particularly those about training companies.

## 6. ITEMS FOR INFORMATION

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

- **‘Safety in Beauty’**

CL reported that the main group had met recently and discussed aligning the two groups that were working on beauty and aesthetics – JCCP group and the Beauty Industry Subgroup. Agreed to merge.

- **Political Activity and Regulation**

DS provided a comprehensive briefing on the latest round of political activity and announcements with regard to regulation. DS informed the Trustees about recent announcements regarding regulation in Scotland and Wales. JE expressed concerns about how HIS in Scotland was dealing

with specific issues surrounding licensing with specific regard to injectable toxins and prescribing practice and oversight. DS reported that Scotland was likely to introduce more rigorous regulation following the results of its public consultation. Wales was also pursuing its own Public Health Licencing scheme implementation and looking at the developments in England, with the possible aim of updating/extending its current licensing system.

DS reported back on the recent JCCP meeting with Conservative Health at the House of Commons and referred Trustees to the report of the meeting that had been issued. Meeting very successful with the Parliamentary Under Secretary of State with responsibility for Patient Safety and Primary Care attending.

## 7. Education and Training Committee Feedback

MJL reported that the Committee was looking at two major things:

- How to manage conflicts of interest amongst members.
- Increasing its membership.

The Committee is also preparing for the DHSC consultation as there will be significant issues to consider around standards, education and training qualifications and providers.

MJL indicated that the JCCP approved Fast Track Assessment Centres are now up and running. Noted that an independent Moderator had now been appointed for the FTAs to provide assurance for associated assessment processes.

There are no outstanding applications for JCCP approval from Awarding Bodies or Training Providers.

MJL informed the Trustees that there would be a second Education and Training Committee webinar in October 2022. Action: details to be sent out to Trustees – **MJL/Admin**.

ST requested a JCCP guidance note on its position/expectations on training courses in the light of recent developments – **Action: ST/MJL/DS to meet to discuss**.

## 8. Marketing and Communications

### JCCP & me

PB reported on the successful launch of the new consumer website site at the Beauty Uncovered event. JU reported that extensive discussions were taking place on how the site could be maintained, developed and how this would be managed by the JCCP and its partners. The discussion widened into a debate about the resource needs of the marketing and communications

functions. This area was growing rapidly and it was agreed by all parties that a dedicated resource was required. **Action: JU/PB** to bring a proposal to the next Trustee meeting.

### **Marketing and Communications Activities**

JU outlined some key actions that had been completed since the last Trustee meeting:

- JCCP (in association with partners) had prepared and agreed a set of FAQ's with the DHSC – now published on both JCCP websites.
- JCCP & me now developed a 'Keep in touch' button for people visiting the site.
- Strong social media presence now sustained and in place for JCCP with growing numbers.

## 9. Practitioner Register Committee Update

AR reported that the PRC was functioning well and that registrations had now reached 740. A new register manager is now working at Hamilton Fraser – Jess Andrews. The Trustees thanked Amy Hallahan for the excellent work that she had undertaken in this role.

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 he was seeking to extend membership of the Committee needed. **Action: All**

## 10. PRIT Update

The minutes of the previous PRIT meeting held in May were approved without amendment.

## 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 – now published and signed off by all regulators.
- Publication on Energy Based Device guidelines
- Engagement with the MHRA on Parallel Imports and multiple issues relating POMs following complaint referral – continuing.
- Adverse Incident Report – forwarded to CPSA for review.

Other areas currently being discussed include:

- A communication for the public about prescribing – paper now being uploaded onto the JCCP & me website.
- Issues around licensing linked to lasers and light and chemical peels.

- Vitamin infusions.

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

## 12. CPSA Update

MM provided an update on CPSA activity. The Aesthetic fellows will complete a report on new modalities using the DELPHI technique by the end of July 2022 and submit to the CPSA shortly for review.

## 13. Any Other Business

DS noted that Stacey Brazier will be standing down as the Allergan representative and will be replaced by Cheryl Pitcher.

## 14. Dates for future Trustee Board meetings:

21<sup>st</sup> September 2022 at 1300 – by Microsoft Teams