



JCCP Board of Trustees Meetings

Date of meeting: 22nd January 2026 - 13.00 – 15:00

Minutes

Paul Burgess	✓
Kimberley Cairns	✓
Victoria Brownlie	✓
Andrew Rankin	✓
Joan Scott	Apologies
Clare Kiely	✓
Dawn Knight	✓
David Sines	✓
Eddie Hooker	✓
Mary Lovegrove	✓
Brenda McKibbin	Apologies
Sally Taber	✓
John Underwood	Apologies
Tracey Bell	Apologies
Amy Bird	Apologies
Victor Ktorakis	✓
Dr Elaine Sassoon	✓
Sharron Brown	✓
Dr Martyn King	✓
Mark Hope	✓
Catherine Fairris	✓
Cheryl Pitcher	Apologies
Debra Morris	Apologies
Maria Christdou	Apologies
Dr John Elder	✓

1. Welcome and Apologies

Apologies – see above. DS extended a warm welcome to Dr. Catherine Fairris to her first meeting as a Trustee.

2. Declarations of Interest

DS requested Trustees to advise the Board of any new declarations of Interest. No additional interests were declared. Trustees approved the publication of the JCCP Trustee Register of Member Interests.

3. Minutes of JCCP Board of Trustees – 27th November 2025.

DS noted that there were two sets of minutes produced for the November meeting. Both sets of minutes were agreed without amendment.

4. Matters arising – DS

a. Finance Update

PB provided feedback to all Trustees on the current level of cash reserves held by the JCCP which was in line with the requirement set by Trustees via the JCCP Oversight Committee. PB then referred the Trustees to the item on the agenda that contained the draft budget for the year 2026 January – December .

5. Formal Business

a. Updated Risk Registers

DS noted that he had updated the current Risk Registers and asked for any additional comments. It was noted that work was in hand to review the JCCP&me website. Both risk registers were approved.

b. JCCP Budget 2026

PB asked if any Trustees invited comments on the proposed JCCP Budget for 2026. This budget had been approved by the JCCP Oversight Committee. No additional comments were received and the budget was approved.

c. JCCP Operational Plan 2026

The JCCP Trustees had been sent the draft Operational Plan and invited to comment. AR requested that reference was included in the plan to the potential need for a strategic review of JCCP activity and priorities once detailed information became available on proposed regulation/licensing changes for the sector and the appointment of a new Executive Chair and Registrar. These were noted and agreed. The Operational Plan was approved by all Trustees.

d. JCCP Annual Report

The draft Annual Report for 2025 was approved by all Trustees. DS noted that this would now go forward with the Annual Accounts to the next JCCP AGM for formal approval.

6. Items for Discussion

a. Political Activity and Regulation Update

DS provided a detailed report on progress with regard to regulation in England and Scotland. The process in Scotland is ahead of the processes in England. It appears that both Governments are seeking to ensure that where possible standards will be aligned. DS informed the meeting that in Scotland developments had taken place linked to enabling legislation.

Action: JE/AR/MK to write to Scottish Office to seek clarification on a range of matters.

DS then proceeded to give an update on progress with the DHSC. The DHSC had now established an 'Expert Reference Group' involving a range of stakeholders to consider various aspects of regulation. The key area of work at the moment was linked to detailed arrangements regarding those treatments included in the 'RED' category, proposed for regulation by the CQC. No further update at this stage regarding the green and amber categories that includes injectables and fillers.

Action: MK/AR to report back on progress at the next meeting.

b. Succession Planning

MK set out the detail on how the JCCP is proposing to handle 'succession planning' for three key roles:

- Executive Chair and Registrar.

- Chair – JCCP Education and Training Committee
- JCCP Patients representative.

These vacancies have occurred due to the retirement of DS, MJL and DK.

Key Actions

- Draft job descriptions have been prepared and circulated – **agreed by Trustees**.
- Advert to be prepared next week ready for publication by 2nd February 2026 – **Action – PB/ZC**.
- Deadline for receipt of applications will be 30th March 2026 – to avoid Easter Break.
- Applications to be sent to designated JCCP e mail address – **Action – Agree PB/ZC**.
- Short listing first two weeks of April and interviews to follow.
- MK/AR to lead Interview Panel and decide additional membership – MK/AR to consider requests from JCCP trustees to be involved. **Action – All Trustees** to advise PB if they wish to be involved. DS suggested that KC be involved as the JCCP Patient Representative. **Agreed**.
- **DS/MJL/DK** offered to discuss detail of post with short listed candidates if requested.
- AR requested that the JCCP issue a ‘press Release/Notice’ outlining the process and arrangements for ‘Business Continuity – Agreed – **PB to draft – MK/AR to approve**.

Trustees noted that in the Interim MK/AR will co-chair the JCCP and divide key roles, responsibilities and activities. **Action: MK/AR** prepare short note setting out their delegated responsibilities during this Interim phase and circulated to Trustees. **Action: PB**.

c. Practitioner Register EDI Data

AR presented the January 2026 Practitioner Register EDI data report and indicated that this now met all PSA requirements for its register. Discussed and noted.

d. Complaints

PB provided an update on progress with the ‘Complaints portal’ project. ZC had made great progress in this area and set out a full range of options for dealing with each type of complaint received through the portal. Work on developing the Portal as started and will now go to the next stage. Once completed a three-month trial will follow. **Action: PB/ZC** report back at next meeting.

7. Items for Information

None.

8. Committee Updates

Education & Training Committee

MJL confirmed her resignation as Chair with effect from February 2026 (and as a JCCP Trustee) as she completes her second 4-year cycle as a Trustee at that time. DS and all Trustees thanked MJL for the excellent work undertaken by the Committee and her personal commitment to the JCCP. Debra Morris the current Vice Chair has agreed to act as the Interim Chair until a new appointment has been made.

MJL reported that the Committee now has new members and was functioning well but that it had a growing workload. The Committee is currently supported by the Executive Chair and Registrar – David Sines. Moving forward it was agreed that AR as the Interim Registrar would now attend the Committee.

Marketing & Communications Committee

JU was unable to attend this meeting due to a prior commitment in the NHS that could not be rearranged. JU had however coordinated a meeting with PB and ZC to look at the components of a 'Communication Strategy' for 2026 based on the current pressures on the JCCP and the rapid changes occurring on regulation. Trustees had been provided with this document for comment. All Trustees agreed the priorities set out in the draft 'Communication Strategy'. **Action: PB/ZC** to work on detailed implementation with JU and report back to Marketing and Communications Committee.

Practitioner Register Committee

AR provided a detailed update and indicated that the Practitioner Register Programme and audit system was working well and that numbers were now at 1073. The JCCP is actively undertaking the renewal/sampling process with members, auditing the register and providing EDI data as required by the PSA.

Corporate Membership Committee

PB noted that this Committee did not meet in December 2025 due to work pressures on members but that a meeting was scheduled for Thursday 5th February 2026. Action: PB report back on progress at next meeting of Trustees.

CAG Update

AR reported that Elaine Sassoon had now been appointed as Vice Chair of CAG following the departure of Dr Paul Charlson. The main current area of the CAG work was linked to the paper being produced on PRP and being considered by the CPSA and CQC. Ongoing meetings were taking place. CAG was being well attended.

Oversight Committee

MK provided an update on the recent meeting of the Oversight Committee which was held on 1st December 2025.

9. CPSA Update

CK reported on progress with the CPSA review of clinical standards. Experts had come forward to assist in this area. There would now be a three-stage process:

1. Key experts first draft.
2. Draft sent to wider group for consideration.
3. Final revision and approval by CPSA.

The key areas being reviewed are:

- Laser and Light
- PRP
- IV Infusions.

The clinical standards review is progressing well and the CPSA has added two new junior consultants to assist with the process. DS noted that once the review of clinical standards had been completed it would be referred to the JCCP Education and Training Committee for consideration and alignment with the JCCP Competency Framework. **Action: JCCP Education and Training Committee (once the CPSA clinical standards have been approved).**

10. Any Other Business.

None.

11. Dates of next meetings

In person at the Harley Academy, Threadneedle Street on the 19th March 2026 – 13.00 15.00
Trustee meeting – 15.00 Reception for DS/MJL/DK

21st May 2026 – 1300 - Virtual
23rd July 2026 – 1300 - Virtual
24th September 2026 – 1300 – Virtual
26th November 2026 – 1300 – Virtual
21st January 2027 – 1300 - Virtual
25th March 2027 – 1300 – Virtual

DS closed the meeting and thanked everybody for their support over the last 10 years.