



# JCCP Board of Trustees Meetings

Date of meeting: 19<sup>th</sup> March 2026 - 13.00 – 15:00

## Minutes

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

# 1. Welcome and Apologies

Apologies – see above. There was a mixture of ‘face to face’ and those joining online. AR chaired the meeting as MK was unable to attend in person. MK joined remotely.

# 2. Declarations of Interest

AR requested Trustees to advise the Board of any new declarations of Interest. No additional interests were declared.

# 3. Minutes of JCCP Board of Trustees –22<sup>nd</sup> January 2026.

The 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 outlined outstanding payments from sponsors. AR asked that PB follow up on these. EH asked about the level of cash reserves held. PB indicated that this was a level set by DS and AR advised that the level be maintained. Noted.

# 5. Formal Business

## a. Updated Risk Registers

PB noted that he had provided the current Risk Registers to Trustees with no amendments. **Action:** MK/AR indicated that they would review these at the next Oversight Committee meeting and submit any updates to the next Trustee Board.

#### **b. Appointment of Leslie Blair**

AR proposed the appointment of Leslie Blair from BABTAC as a non-voting Trustee. Approved unanimously. LB to attend from the next meeting May 2026. **Action: PB/ZC** to provide LB with details on how to join and an e mail address.

#### **c. Role of JCCP Co Chairs**

AR/MK outlined the basic breakdown of roles under the interim Co-Chair arrangements. AR would act as Registrar, attend the Education and Training Committee and key meetings with regulators and partners. MK to Chair the JCCP Trustee Board, the Oversight Committee and other key meetings. Both AR/MK meet on a fortnightly basis to review all JCCP matters. Both agreed to regularly report back on key meetings to Trustees and to ZC where items needed to be posted on social media and other platforms. **Action: AR/MK**

#### **d. Persons of Significant Control**

PB reported that AR/MK had been identified as 'persons of significant Control' to Companies House.

#### **e. JCCP Trustee Complaint Management**

PB reported that he had held a separate meeting with ST on future roles on complaint management. Agreed that ST act of the JCCP Lead Trustee on complaint management but that ST would have no future role on complaint handling as the new JCCP system starts to be implemented. AR and the Trustees all thanked ST for the huge amount of work she had put into complaint handling.

#### **f. JCCP AGM May 2026**

PB reminded all Trustees that the JCCP AGM would be held after the JCCP Trustee Board on 21<sup>st</sup> May 2026. The AGM would receive the JCCP Annual Accounts and Annual Report for approval subject to being approved by the Trustees at their Board meeting that day. PB agreed to circulate the draft accounts and annual report in advance of the Trustee meeting.

#### **g. Contracts Approval**

MK indicated that the JCCP Oversight Committee had approved two contracts at its last meeting:

- Alora Concepts – Marketing and Communication.
- Professor David Sines – Education and Training Interim Support.

**Noted.**

#### **h. BAMAN Nominee**

The Board noted the resignation of BAMAN nominee Brenda McKibbin and the nomination of BAMAN Chair, Amy Byrd to this role. **Agreed.**

#### **i. Resignations**

The Board formally noted the resignations of DS, MJL and DK as Trustees. **Action: ZC/PB** to remove e mail addresses and inform the appropriate authorities including Companies House and the Charities Commission.

## 6. Items for Discussion

### a. Political Activity and Regulation Update

AR gave a detailed briefing on regulatory activity in Scotland and England.

#### Scotland

AR noted that Scotland was the most advanced in terms of introducing new regulatory frameworks and licencing.

Scotland had now formally agreed a new regulatory framework and were working out the details. A 5-year review process will be put in place. Key areas of change at stage 2 included:

- Level of fines around offences occurred under the licensing system.
- Definitions of 'Appropriate Healthcare Professionals' for supervisory roles.

The proposals are at wider consultation for stage 3 for imminent completion and a target of the Autumn of 2027 for full implementation.

#### England

AR provided a detailed report on progress on regulation in England. Meetings continue to focus on the content and principle of procedures in the RED category. The House of Common's Women's and Equality Committee had recently published a report stressing the need for urgent action in this area. JCCP and partners are writing to the Minister of State for Health supporting this view: **Action: AR**

Trustees discussed this feedback and noted the slightly different approaches in Scotland and England. **Action: AR** to report back regularly on this process, including to the JCCP committees.

### b. Succession Planning

AR asked for an update on responses to the adverts for the various key JCCP roles. Responses are being directed to the e mail box of ZC. ZC reported low initial take up. A discussion then took place on the role of Executive Chair and Registrar. MK/JU both offered the view that by continuing to combine the role of Executive Chair and Registrar it was possible that it was limiting candidates as the Registrar role is seen as a specialist one. AR/MK both noted the views of other Trustee members on this and agreed to convene a separate meeting with PB to look at options for moving forward looking at JD's and terms and conditions. The trustees confirm that, should it be found necessary, the Chair and Registrar roles can be separated. MK noted that the Registrar role is complex and time-consuming and may warrant remuneration if the roles are separated. The trustees endorse this in principle, subject to final approval by the trustee board and the necessary changes made to Charity Commission governance. **Action: AR/MK/PB** meet before the deadline date set for responses.

Progress is being made on the **Chair role for Education and Training – Action AR/MK** – Report back at next Trustee meeting.

**Patient Representative role** – Noted that KC had updated the job description. Trustees encouraged to use networks to identify potential candidates. **Action: All**

### **c. Complaints - Systems, Figures and Trends**

The current data was noted. ST reported that the Kings Fund was about to embark on a research project looking at complications suffered by the public. Trustees expressed concern about the suggested methodology to be used. **Action: JU/ST** to discuss and report back to DHSC who are funding the project.

### **d. Complaints Portal**

ZC indicated that the Complaints Portal was now fully developed and asked Trustees to review prior to going live with the 3-month trial with the public and practitioners. Trustees will need joining instructions and a password code. **Action: All interested Trustees** to contact ZC.

### **e. Survey KOL's and Corporate Members**

PB/ZC reported that this was underway and would report back at next meeting. **Action: PB/ZC.**

## 7. Items for Information

None.

## 8. Committee Updates

### **Education & Training Committee**

AR gave an update as DM had offered apologies. AR noted that the Committee had approved two new training providers:

- Rebecca May Academy
- Facethetics

AR noted the interest expressed by the sub- committee on updating the JCCP Competency Framework (2018), revisiting previous work which resolved to hold this activity until government regulations are implemented. However, the group note that the core features, particularly at the lower levels will apply in any future framework and that it is helpful to explore this now. This would be critical as the Government moves forward on the setting of national standards linked to regulation.

### **Marketing & Communications Committee**

JU reported on the outcomes from recent meetings of the Committee and with PB/ZC. JU drew particular attention to the updating of the JCCP Communication Strategy which would be presented to the JCCP Trustee Board meeting. **Action: JU.**

New suggestions had come from the Marketing and Communications Committee on how to raise the profile of the JCCP. Proposals to be reviewed and presented at the next JCCP Trustee meeting. **Action: JU/PB**

### **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 1038. The JCCP is actively undertaking the renewal process with registrant members, auditing the register and providing EDI data as required by the PSA. A large number of enquiries, along with feedback, had been received at the ACE Show to join the register. **Action: ZC** to report back at next Trustee meeting.

AR noted that the PSA had received the JCCP response to its renewal process before the deadline in February. This process takes place every three years. AR thanked everybody who had been involved with this complex task. The JCCP is now awaiting the PSA response. **Action: AR/MK/PB** to act on response.

### **Corporate Membership Committee**

PB noted that this Committee did not meet in December 2025 due to work pressures on members. A new date is currently being set. AR/PB noted the need to follow up on corporate members whose annual sponsorship contract was up for renewal. **Action: PB/AR.**

### **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 which is now at the point of publication on PRP that is being considered by the CPSA and CIEH, and the recently published paper on 'Off label use of dermal fillers'. Ongoing meetings were taking place. CAG was being well attended.

### **Oversight Committee**

MK provided an update on recent meetings of the Oversight Committee which considered and approved the update on finance, contracts and succession planning.

## 9. CPSA Update

There was no representative of the CPSA in attendance, but it was noted that the CPSA was working on updating the JCCP medical/practice based standards linked to the JCCP Competency Framework. **Action: CPSA** to report back at next meeting, **AR** to contact CPSA to ascertain progress of this project.

## 10. Any Other Business.

Trustees noted that following this meeting there would be a short presentation to DS, MJL and DK thanking them for their support and contribution over the last eight years.

## 11. Dates of next meetings

21<sup>st</sup> May 2026 – 1300 - Virtual – followed by the JCCP AGM at 15.00

23<sup>rd</sup> July 2026 – 1300 - Virtual

24<sup>th</sup> September 2026 – 1300 – Virtual

26<sup>th</sup> November 2026 – 1300 – Virtual

21<sup>st</sup> January 2027 – 1300

25<sup>th</sup> March 2027 – 1300