



# JCCP Board of Trustees Meetings

Date of meeting: 21/09/2022 13.00 – 16:00

## Minutes

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

|                  |           |
|------------------|-----------|
| Kimberley Cairns | ✓         |
| Baljit Palmer    | Apologies |
|                  |           |
|                  |           |
|                  |           |

## 1. Welcome and Apologies

Apologies – see above.

## 2. Minutes of JCCP Board of Trustees –13 July 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. JU indicated that it would help to progress this area of work if the JCCP appoint a Project Officer (see Agenda Item 4b). **Action: JU/DK/KC to meet and discuss to agree next steps and timescale.**

### b. JCCP Guidelines – Training Courses

See Agenda Item 7.

## 4. ITEMS FOR APPROVAL

### a. Updated Risk Registers – Noted and Approved.

b. JCCP Project Officer.

DS outlined the proposed role and reported that this had now been signed off and agreed by PRIT and that the JCCP was now in a financial position where the cost could be met from reserves for the initial 6-month period. After 6 months the post will be reviewed.

JU spoke strongly in favour of the proposal and asked about time allocations for the person. DS indicated that potentially up to 50% of the time and workload would focus on marketing and communications with then a focus on the complaints area and then project co-ordination.

MK suggested that the post would be more effective if it was occupied by somebody with a background in aesthetics. Following a discussion, it was agreed to initially offer the post as secondment opportunity to the JCCP stakeholders and partners.

**Action: PB/IM to manage this process and report back to DS.**

## 5. Items for Discussion

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

PB reported that Novo Nordisk had now joined the CMP. The JCCP was also receiving a number of new requests to join the CMG.

### b. Complaints Update

ST provided a detailed update and reported that the ASA had been much more active recently on complaints reported to them by the JCCP – particularly those about training companies. The ASA had also insured some short videos as guidance to aesthetic practitioners on the rules for advertising. ST meeting the ASA on 28<sup>th</sup> September to discuss next steps.

ST also indicated that the MHRA was becoming more active with regard to uses of unlicensed products.

ST then outlined developments with on complaints about a website that was openly advertising prescribers and remote prescribing. ST had reported this to the NMC as there were nurses on the site offering these services. The NMC have noted the request from ST and had responded by letter also indicating that they planned to issue an update set of guidelines to all nurse prescribers regarding to the rules and standards relating to remote prescribing in October 2022.

DS thanked ST, DK, AR for their work in this area.

### c. JCCP Strategic Plan and discussion on future direction

DS reported that a draft strategic plan had been produced for discussion by the Chair's of all JCCP committees at a meeting on November 7<sup>th</sup> 2022. This will be presented for formal consideration and agreement by Trustees at the November meeting.

**Action: PB to distribute to all Trustees and Chairs.**

## 6. ITEMS FOR INFORMATION

### JCCP National Activity

- 'Safety in Beauty'

Nothing to report due the cancellation of a recent meeting due to passing of Her Majesty.

- **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.

DS also noted the following:

- New Ministers in place following the Government reshuffle.
- Letter to be written by the JCCP ask the new appointed Secretary of State about future commitment to the licensing proposal in the Health and Safety Act 2022.
- DK to meet the Shadow Minister for Patient Safety.
- Government is required to report back on the report submitted by Jeremy Hunt MP – Chair – Health and Social Care Committee by early October 2022.
- ST reported back on correspondence on remote prescribing and nurses with the NMC.

## 7. Education and Training Committee Feedback

MJL reported the following:

- Membership of the Committee had now been expanded and contained some very experienced new members.
- That there would be a second Education and Training Committee webinar on the 5<sup>th</sup> October 2022. This will focus on Licensing. **Action: details to be sent out to Trustees – MJL/Admin.** It was agreed a future event would look at 'psychological aspects of aesthetic treatments. **Action: MJL and KC to discuss.**
- The JCCP safe practice Guide for training companies and courses to be reviewed on 4<sup>th</sup> October 2022: **Action: ST/MJL.**
- BCAM have agreed a process for the JCCP to act as a moderator on their grandparenting accreditation programme. AR to undertake this role. Action: Include in register of interests – IM.

## 8. Marketing and Communications

JU gave an update on key issues around marketing and communications:

- 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 but support id required for this to be developed. See note on project officer – Item 4b.
- Strong social media presence now sustained and in place for JCCP with growing numbers.
- The Consultation Institute has been invited to provide a short presentation at the forthcoming Education and Training Webinar on strategies to influence consultation programmes, such as the upcoming one on licensing.
- JU noted attendance and speaking commitments of a number of JCCP trustees including CCR, Aesthetic medicine North, ACE, CIEH Conference.

## 9. Practitioner Register Committee Update

AR reported that registrations had now reached 744. There had been some changes of key management and staff at HFR who manage the register and the registration process continues to work well.

AR advised that the PRC was also in the process of completing its 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

DS reported that he had just received the resignation of KBH from the role as Chair of PRIT due to other work pressures. DS thanked KBH for her work in this area and agreed to report back to next meeting on future proposals for PRIT. **Action: DT**

## 11. CAG Update

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

- Adverse Incident Report – in final stages of completion.
- Paper on FAQ's for Environmental Health Officers – started.

- New paper being written on lasers and light and key areas of patient risk.

The JCCP revised premises Standards have now been piloted and approved. Thanks to ST and to Lisa Mason Poynter.

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

## 12. CPSA Update

No report.

## 13. AOB

Trustees considered their earlier decision to restrict entry to the JCCP Practitioner Register to appropriately trained designated health care professionals only the performance of Level 7 procedures. Trustees noted this decision had been made in 2018 and had been re-visited in 2020 with a requirement for a further review in September 2022. CL advised of the importance of ensuring that opportunity for progression was provided to non-healthcare professionals in the future. Trustees agreed that the Council's decision to restrict entry to the JCCP Practitioner Register to appropriately trained designated health care professionals only the performance of Level 7 procedures should continue to operate for the forthcoming future. Next review date September 2024.

## 14. Dates for future Trustee Board meetings:

23<sup>rd</sup> November 2022 at 1300 – 16.00 – by Microsoft Teams