# JCCP Board of Trustees Meetings

## Date of meeting: 23rd July 2026 - 13.00 – 15:00

# Minutes

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|---|---|
| **Paul Burgess** | ✓ |
| **Kimberley Cairns** | ✓ |
| **Victoria Brownlie** | Apologies |
| **Andrew Rankin** | ✓ |
| **Joan Scott** | ✓ |
| **Clare Kiely** | Apologies |
| **Lesley Blair** | ✓ |
| **Carrie Regan** | Apologies |
| **Eddie Hooker** | ✓ |
| **Debra Morris** | Apologies |
| **Djamstind Ghavani** | ✓ |
| **Sally Taber** | Apologies |
| **John Underwood** | ✓ |
| | |
| **Amy Byrd** | Apologies |
| **Victor Ktorakis** | Apologies |
| **Dr Elaine Sassoon** | Apologies |
| **Sharron Brown** | ✓ |
| **Dr Martyn King** | Apologies |
| **Mark Hope** | ✓ |
| **Catherine Fairris** | Apologies |
| **Cheryl Pitcher** | Apologies |
| | |
| **Maria Christdou** | Apologies |
| **Dr John Elder** | Apologies |

# 1. Welcome and Apologies

Apologies – see above. AR chaired the meeting as MK had withdrawn at the last minute due to an accident at home. MK did however indicate that he has given proxy approval to all key recommendations. All Board members wished Martyn a speedy recovery.

# 2. Declarations of Interest

AR requested Trustees to advise the Board of any new declarations of Interest. No additional interests were declared. AR suggested that the Oversight Committee review declarations of interest on an annual cycle. **Agreed.** Review to take place at meeting of Oversight Committee in September 2026.

# 3. Minutes of JCCP Board of Trustees –21st May 2026.

The minutes of the Trustee Board meeting and the JCCP AGM were agreed without amendment.

# 4. Matters arising

### a. Finance Update

PB provided feedback to all Trustees on the current financial position and the level of cash reserves held by the JCCP which was in line with the requirement set by Trustees via the JCCP Oversight Committee. PB Informed the Board that all outstanding payments from sponsors had now been collected and that the JCCP cash reserves were now in line with the original sum set by the Board. PB informed the Board that detailed scrutiny of budgets and resources was undertaken by the JCCP Oversight Committee with final approval from the Board. The Oversight Committee is Chaired by MK and involves the Chairs of all other JCCP Committees. AR then indicated that moving forward the JCCP was likely to incur additional costs due to some key decisions to be made at this meeting. It was therefore proposed that the reserve levels be set at the new level of £75,000. **Agreed by all.**

### b. Updated Risk Registers

MK was due to present a new format for the current Risk Registers but due to illness could not attend. **Action: MK.** The new format to be presented to the next meeting of the Oversight Committee meeting and then submitted to the next Trustee Board for approval.

c. **Kings Fund Research project**

JU And AR reported that this had been followed up but that the project was now dead.

# 5. Formal Business

### a. JCCP Appointment of new Trustee

AR noted that Tracey Bell had recently completed her term of four years on the Board and stood down. The Board thanked Tracey for her input. AR proposed that Dr Jalpesh Patel, currently a member of the JCCP Education & Training Committee, be appointed to the Board to represent the interests of dentists practising in aesthetics. KC seconded the proposal.

**Approved by all.**

PB informed the Board that term of office of AR was due to expire on 26 July 2026. AR indicated that he would like to continue for a further 4 years as allowed under the constitution. PB noted that this was in line with the JCCP Articles of association. **Proposed JU, seconded KC. Unanimously approved.**

# 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 pressing ahead with licensing. All indications are that things will proceed. The next phase of the work will be looking at standards and a competency framework.

**England**

AR reported that there had been a delay in the publication of the RED category report by DHSC due to the complexity of the work and the government changes in PM and Ministers. MH reported that Karen Smythe the existing Minister with responsibility for licensing in aesthetics has been reappointed. KS has recently reaffirmed the Government commitment to the new licensing system. **Action: AR** to report back to all Trustees when the consultation report is published.

### b. Succession Planning

AR gave an update on the process surrounding the recruitment of:

- **Executive Chair and Registrar**

AR reported back on the selection and interview process. One application had been received and, after attending an informal meeting withAR/MK, it was agreed that this person should go forward for a formal interview. The formal interview took place last week and was undertaken by EH/ST and David Sines. DS coordinated the interview but had no say in any decisions surrounding appointment.

EH was asked to feedback on the interview. EH gave an extended report followed by a recommendation from himself and ST to appoint. ST being unable to attend this meeting cast her vote in advance by email. A detailed discussion took place, and the Board agreed the following:

- Lloyd Bracy to be offered the post of Non- Executive Chair with effect from 1st September 2026. **Proposed** – **EH seconded AR. Unanimously approved.**
- The post to be Non-Executive Chair and be strategic – new job description to be agreed with LB. **Action: AR/MK.**
- LB to undertake an induction process during August 2026. **Action: AR asked PB** to prepare a structure for this. Process to be agreed by AR/MK.

AR thanked DS for his support during this process and noted that DS had no involvement in the final decision which was the remit of the JCCP Board of Trustees.

A discussion then took place as to the impact of the decision to offer the post as Non-Executive Chair on the role of Registrar. Previously David Sines had carried out both the role of Chair and Registrar. AR is currently carrying out the role of Registrar as well as Acting Co Chair with MK. The Registrar role is complex and time consuming and is a requirement set by the PSA when organisations operate an approved register. All agreed that this was a critical role.

AR was then asked to leave the meeting while the Board could discuss a proposal to formally appoint AR to this post. Following discussion, the Board of Trustees agreed to appoint AR to the role of Registrar and pay an annual allowance of £12,000. **Action: PB** to check against the JCCP's Articles if this required formal approval via an EGM and if so organise.

**Proposed: JU, Seconded: KC. Unanimously approved.**

AR returned to the meeting and was informed of the decision. The Board thanked AR for the work he had undertaken when Acting as Registrar.

- **Chair – Education and Training Committee**

AR reported that four candidates had applied for this role and would be interview between now and the first week of August 2026. **Action: AR/M**K to report back on outcome to all Trustees.

- **Patient Representative.**

AR noted the importance of recruiting a new Patient Representative to the Board of Trustees.

**Action: All.** Please use networks to circulate the vacancies.

- **Support to Registrar and Education and Training Committee**

AR indicated that the initial 6 month support role provided by DS will end on 31st July 2026.With the lack of a formal Chair of the JCCP Education Committee and the need to brief the new JCCP Chair it was proposed that DS be offered an extension to his supporting consultancy role for an additional and final 2 months. **Proposed AR, seconded by JU**. Approved unanimously.

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

The latest report was not circulated due to internal delays. **Action: ZC** - Circulate to all Trustees after this meeting. The Board were reminded that any complaint about the JCCP or its registrants are directed immediately to the Registrar. **Action: AR** to update on any relevant activity at the next meeting.

**d. Complaints Portal**

PB reported that the Complaints Portal was now fully operational and would go through a three-month trial period. **Action: PB/ZC** to report back at next Trustee meeting.

**e. EDI Training for Trustees**

AR informed the trustees that the PSA had identified EDI Training as a key area for Board and Committee members. The Board had recently appointed SB as the Trustee with responsibility for EDI issues. **Action: AR/SB** to develop a proposal. AR indicated that a report on the demographic make up of its register would be brought to the next Board meeting.

**f. Induction Training for Trustees**

PB noted that this was an issue raised by recently appointed Trustees. PB had approached various recommended parties but without success. **Action: PB** to draft programme for approval by AR/MK and then discuss how to implement.

**g. JCCP Competency Framework**

AR reported that following a discussion at the JCCP Education and Training Committee the JCCP Competency Framework may be reviewed but would not be updated due to pending changes likely to come via the new licensing arrangements to be introduced by the UK government. Once these were known and new standards agreed then the matter would be reviewed.

# 7. Items for Information

**PSA Update**

AR reported that the PSA had issued its draft final letter on the approval of the JCCP as a manager of a public register and will now move to publish its formal response approving ongoing accreditation with conditions. The letter had a limited number of conditions which AR outlined, along with a number of recommendations. It was agreed that these conditions could be met within the timeframe expected by the PSA. The PSA had received  a number of submissions via their 'Share Your Experience' route and AR had engaged closely with the PSA to respond to their enquiries.

There were no SYE concerns that resulted in the imposition of conditions or recommendations by the PSA. The Board thanked AR and the team who had worked on this major exercise.

# 8. Committee Updates

**Education & Training Committee**

AR gave an update as DM had offered apologies. There had been issues due to the lack of availability of the Interim Chair, but this would now be resolved once a new appointment is made.

**Marketing & Communications Committee**

JU/PB reported on the outcomes from recent meetings of the Committee. JU indicated that the next steps would be to turn the approved Communication Strategy into a Marketing and Communications Plan. **Action: JU/PB/ZC.** Continuing work was being undertaken by ZC on updating the JCCP website.

**Practitioner Register Committee**

AR provided a detailed update and indicated that the Practitioner Register Programme and audit system, which has been extended in line with PSA recommendations, was working well with the Annual Sampling process now starting. No registrant complaints had been received for the PRC to consider.

**Corporate Membership Committee**

PB noted that this Committee had not met recently but was due to on 14th September. PB to report back at next meeting.

**CAG Update**

AR reported that the next areas of work would be around:

- The use of waivers as part of the consent process.
- The injection of non-medical cosmetic products contrary to manufacturer indication.

**Oversight Committee**

PB provided an update on recent meetings of the Oversight Committee. The key issues discussed were on ‘Succession Planning’ and ‘JCCP Financial Position’.

# 9. CPSA Update

There was no representative of the CPSA in attendance. AR raised the issue of the future role of the CPSA pending new regulation and licensing rules which would set new standards. **Action: AR to discuss with CK.**

# 10. Any Other Business.

None

# 11. Dates of next meetings

24th September 2026 – 1300 – Virtual
26th November 2026 – 1300 – Virtual
21st January 2027 – 1300
25th March 2027 – 1300