



JCCP Board of Trustees Meetings

Date of meeting: 24/11/20 13.00 – 16:00

Minutes

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

1. Minutes of JCCP Board of Trustees –22 September 2021.

The minutes were Agreed.

2. Matters arising – DS

a. PSA Update – DS

DS provided an update and assured the Trustees that all matters regarding the PSA approval were progressing, including staged payments of the fee.

3. ITEMS FOR APPROVAL

a. JCCP Operational Plan – see attached – KB/PB

KBH and PB presented the updated Operational Plan. Following discussion, the Plan was approved subject to the following amendments:

- Date changed to 2021 – 23
- New objective, plan, actions, and responsibilities for:
 - Complaints
 - Governance

Action: PB to circulate updated and amended version.

b. Management of the Practitioner Register Contract – HFR – DS/KB

DS reported that negotiations had been completed with HFR to operate the contract for the JCCP practitioner Register for a further three years from 1st April 2022. KBH indicated that the PRIT Committee had reviewed the contract and is recommending to Trustees that it be approved.

Approved: Unanimously.

DS noted that there was a short gap between the expiration of the current contract in February 2022 and the new contract becoming effective from 1st April 2022. DS asked that the Trustees approve an extension of the current contract to cover the gap. **Approved: Unanimously.**

DS noted that under the new arrangements HFR will provide all existing services and provide an annual charitable donation to the JCCP of £25,00 per year for three years.

4. ITEMS FOR Discussion

a. Risk Register - DS – see attached

Noted and approved.

b. Insurers Project

DS reported that the Insurance Project with HF to encourage HF policyholders to join the JCCP Practitioner Register was still proving to be very successful with numbers rising every month.

c. Insurance Charter

DS reported that the JCCP CAG had reviewed the draft Insurance Charter for best practice in insuring HCP's and approved this subject to final comments from Caroline Larrissey. **Approved: Unanimously.**

d. Corporate Membership Programme (CMP) Update

PB reported that sk:n had now agreed to join the CMP as part of a broader sponsorship package for the JCCP. Final negotiations were taking place with Irwin Mitchell, and these are projected to be resolved by the end of December 2021. **Action:** Report back to next meeting.

e. Complaints Reporting and Review

ST/DK reported on the significant growth of complaints driven in many cases by social media and advertising. The Trustees noted that growth in this area was putting pressure on JCCP resources. Trustees noted that these complaints did not relate to JCCP Registrants or to the Council itself. **Action:** Discuss at next meeting.

f. JCCP Trustee Renewal Process

DS reported that several Trustees will be finishing their term in early/mid 2022 and asked that those effected to inform him formally as to whether they wish to re-stand for a new term of 3 years prior to the next Board meeting. DS indicated that the request to continue would be reviewed in line with the JCCP Constitution and rules regarding attendance at meetings. **Action:** All affected Trustees – see note supplied with Board Papers outlining renewal dates.

5. ITEMS FOR INFORMATION

JCCP National Campaigns – 2020/2021 – DS

- 'Safety in Beauty'

CL reported that the Safety in Beauty Group had been actively engaged regarding the latest developments in legislation. **Action:** CL to update at next meeting.

- Political activity and regulation update

DS provided detailed feedback to the Trustees about developments in regulation linked to the passage of the Health & Social Care Bill going through the House of Commons and House of Lords. DK provided additional information linked to her own activities working with MP's. DS indicated that there was likely to be a lot of activity in this area after Xmas with the subject of a 'National licensing System' at the forefront of discussion. **Action: DS/DK** report back to next meeting.

- **ACE Partnership Activities**

MK provided an update on the activities at ACE and asked that the JCCP prepare a 'one page flyer' to go out to all ACE members on the benefits and processes for joining the JCCP. **Agreed. Action: JU/PB.**

- **Trustee Vacancy – Patient member**

DS/DK reported that the JCCP had not yet found a suitable person for this role but were still searching. **Action: All other Trustees** to identify possible candidates.

6. JCCP Committee Feedback

Education and Training Committee Feedback

MJL reported that the Education and Training Committee had recruited some new members but needed some further additions. MJL reported that Professor Judith Ellis has agreed to join the Committee. **Action: MJL** to report back to next meeting.

- **Fast Track Assessment Centres**

MJ reported that discussion had taken place within the Education and Training Committee about various activities linked to Fast Track Assessment. The Committee reaffirmed that the JCCP position was that FTA and RPL routes should remain in place to meet the needs of all potential candidates – **Agreed.**

- **Specialist Registry Mapping Update**

No further updates at this time.

- **Awarding Organizations**

DS reported that the final application from QUALIFI to become an approved JCCP Awarding Body was still awaited. **Action:** Report back at next meeting.

- **Applications by Education and Training Providers**

There are no outstanding applications.

Marketing and Communications

- **Key Opinion Leaders Update**

JU reported back on a very successful meeting with JCCP KOL's – now 13 in number. All agreed to work to the JCCP KOL guidelines. JU reported that he had offered a media training half day to KOL's on 7th February 2022. **Trustees were invited to attend if they wished.** Action: Trustees to notify PB if wish to attend.

- **Consumer website Update – JU/PB**

PB indicated that this was progressing well and was on target for a 'soft' launch in January 2022. Action: PB report back at next meeting.

Practitioner Register Committee Update

AR reported that the PRC was functioning well and that registrations had now reached 648. AR advised that the PRC was also in the process of completing its audit requirements as included in the PSA approval process.

PRIT Update

KBH reported that the PRIT Committee had met this morning prior to this Trustee meeting and reviewed and approved the HFR renewal contract.

CAG Update

DS/AR/PC reported the following:

- KOL's now invited to CAG as are any new Corporate Members of the JCCP.
- The JCCP Complaints Report will now go to CAG meetings. **Action: AR/ST**
- A response was being prepared for the MHRA consultation on 'medical devices'. **Action – AR/DS**
- Insurance Charter agreed as noted earlier in the minutes.

7. CPSA Update

DS reported that discussions were being held with the CPSA regarding starting a review of existing modality standards and some new ones in 2022.

8. Any Other Business

DS reported that the JCCP had published a 'Press Release' on 'Equality, Diversity and Inclusion' – see JCCP website. **Approved: Unanimously.**

ST reported developments regarding the BSI and the ownership of the European Standard now that UK had left the EU – noted.

9. Dates for future Trustee Board meetings:

26th January 2022

23rd March 2022