



# JCCP Board of Trustees Meetings

Date of meeting: 26/01/2022 13.00 – 16:00

## Minutes

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

# 1. Minutes of JCCP Board of Trustees –24 November 2021.

The minutes were Agreed.

## 2. Matters arising – DS

### a. JCCP/Ace Flyer

PB reported a draft had been provided to Dr King for additions in relation to ACE and for graphic design – **Action** – Dr King to complete.

### b. Media Training

JU reported an excellent response to his offer for media training on 7<sup>th</sup> February 2022 at his office. The two sessions have been oversubscribed but further dates will be offered. **Action:** JU to send out final details to attendees and identify further dates. DS thanked Ju for support in this area.

### c. MHRA response

AR reported that he had compiled a response on behalf of the JCCP to the MHRA consultation on medical devices. DS thanked AR for this extensive piece of work.

### d. Board meetings

DS confirmed Board meetings would continue to be virtual for the next 6 months and then be reviewed.

### e. JCCP Stakeholder Council

DS indicated that he would talk to Tamara Griffiths (Chair – Stakeholder Council) about holding an event in July 2022 with the focus on ‘National licensing in Non- Surgical Aesthetics’. Action: DS/TG send out date and information.

## 3. ITEMS FOR APPROVAL

None.

## 4. Trustee Renewal Process

DS indicated that he had spoken to all Trustees whose terms of office due for renewal now or in the next few months. All Trustees had been sent a copy of the JCCP Resolution in relation to the retirement of Trustees and for renewal according to the JCCP constitution. In line with the resolutions and the JCCP constitution the following Trustees were re-elected after the process of having a 'proposer' and a 'Seconded'.

Tracey Bell – P – MJL, S - DK

Edward Hooker – P – AR, S – SB

Dawn Knight – P – ST, S – TB

Caroline Larrisey – P – DK, S – AR

Mary Lovegrove – P – Ju, S – CL

Andrew Rankin – P – St, S – DK

Sally Taber – P – DK, S – KBH

Alex Woollard – P – AR, S – ST

David Sines – P -DK, S – CL

DS noted and confirmed all of the Approvals and agreed to inform the Charity Commission – **Action** – DS.

DS indicated that the matter of the election of the JCCP Chair for the next term of office would be decided at the AGM in July 2022 by way of nominations and an election. **Action PB/DS.**

## 5. ITEMS FOR Discussion

### a. Risk Register - DS – see attached

Noted and approved. PRIT to review in March 2022. **Action** - KBH

### b. 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 January 2022. **Action:** Report back to next meeting. The CMP Group meet recently and agreed priorities for 2022. Discussion was held over continuing membership beyond Year 1. **Action: PB** to follow up and report back to next meeting.

### c. Complaints Reporting and Review

ST/DK reported on the significant growth of sector-related complaints driven in many cases by social media and advertising. A detailed discussion took place over the JCCP approach to managing the receipt of so many complaints. It was agreed that a new JCCP Subgroup would be convened to review complaints and establish a procedure for determining the generic complaints that the JCCP should investigate further. The initial group to be chaired by Sally Taber and to include Tracey Bell, Ross Walker and Dawn Knight. **Action: ST** to report back at next meeting.

ST advised that a significant number of complaints had been received about training companies and indicated that a case was now being made to the ASA to focus on this particular area in relation to misleading claims being made in advertising. **Action: ST to report back at next meeting. MJL** to work with ST to produce some simple guidelines with regard to basic requirements for training companies and courses. **Action: ST and MLJ to liaise on this matter.**

## 6. ITEMS FOR INFORMATION

### JCCP National Campaigns – 2021 – CL/DS

- ‘Safety in Beauty’

CL reported that the Safety in Beauty Group had been actively engaged regarding the latest developments in legislation and that they had formed a new Beauty Industry group to look at issues associated with the possible introduction of a ‘National Licensing Scheme’ for non-surgical treatments. **Action: CL** to report back at next meeting.

- **Political activity and regulation update**

DS provided detailed feedback to the Trustees about developments relating to 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 on a clause to be debated by the Lords today linked to the introduction of a new ‘National Licensing Scheme for Non- Surgical Treatments. **Action: DS** to report back at next meeting.

- **ACE Partnership Activities**

No developments since the last meeting.

- **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.

# 7. 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 informed Trustees of a major webinar to be held on 16<sup>th</sup> March 2022 on education and training and JCCP related activity in this area, linked to new proposals on licensing. **Action: MJL** to send out details.

- **Fast Track Assessment Centres**

MJ/DS outlined recent developments with regard to the launch of JCCP fast Track Assessment centres and processes for 'Recognition of Prior Learning – RPL'. **Action: DS/MJL** update at next meeting.

## 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 referred to his earlier update on 'media training'.

- **Consumer website Update – JU/PB**

PB indicated that this was progressing well and was on target for a launch on the 11th March 2022 at the ACE Trade Show. **Action: PB** to provide details to Trustees.

## Practitioner Register Committee Update

AR reported that the PRC was functioning well and that registrations had now reached 683. AR advised that the PRC was also in the process of undertaking its ongoing 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 minutes would be circulated for discussion at the next Trustee Board meeting. **Action: KBH**

## CAG Update

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

- Adverse incident reporting.
- Companies supplying products illegally (e.g., illegal imports etc).

- Licensing and corporate governance related to public safety and inspection

**Action: AR** to report back at next meeting.

## 8. CPSA Update

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

## 9. Any Other Business

One other items were discussed at the meeting:

- Survey being led by DK on the public response to issues and definitions linked to 'Non-surgical treatments'. **Action: DK** to report back at the next meeting on the findings.

## 10. Dates for future Trustee Board meetings:

23<sup>rd</sup> March 2022