



# JCCP Board of Trustees Meeting

Date of meeting: 23/09/2020 13.00 – 16.00

Location: Virtual

## Minutes

### Welcome, Apologies and Declarations of Interest

Paul Burgess	✓
Lorna Kidd	Apologies
Alex Woollard	✓
Andrew Rankin	✓
Joan Scott	✓
Caroline Larissey	✓
David Sines	✓
Dawn Knight	✓
Eddie Hooker	✓
Mary Lovegrove	✓
Paul Charlson	Apologies
Sally Taber	✓
Anne McNall	✓
Tracey Bell	Apologies
Mark Mikhail	✓
Victor Ktorakis	✓
Alicia Greenwood	✓
Sharron Brown	✓
Amy Senior	✓
Wendy Rogers	Apologies
Kirsty Ben-Harris	✓

Simon Withey and Alex Woollard attended the meeting from 13.00 for item number 4b.

No additional declarations of interests were declared.

# 1. Minutes of JCCP Board of Trustees 10<sup>th</sup> June 2020

The minutes were agreed as a true and fair record. The title date was corrected.

## 2. Matters Arising

### a. JCCP Vice Chair appointment

No progress as yet due to the Covid situation. Agreed to widen search and look at new advertising routes. Advert to be placed in the public domain in October 2020 – **Action – PB**

### b. PRIT Committee members

Agreed to widen search and look at new advertising routes – **Action – PB/KBH**

### c. BCAM Nomination Trustee

DS explained the current constitutional position as set out in the Articles of Association posted at Companies House and with the Charity Commission. BCAM have requested that they change their status and move to be able to nominate a Trustee with voting rights. DS indicated to the Board that there were vacancies for voting trustees. DS confirmed that the JCCP Articles of Association make provision for this as set out in Article 23.5.9.

**Agreed** – BCAM to be notified that they could nominate a person for a voting Trustee role – **Action - DS.**

DS to inform the BACN Chair of the decision and to discuss with the BACN if they wished to move to a similar status – **Action - DS**

### d. PSA Annual Review

DS reported that the PSA had now officially responded on its Annual Review of the JCCP for 2019-20. No conditions on the renewal were requested. The following recommendations were set out in the assessment report:

- JCCP should provide a report to the Authority on the outcome of its incentivised entry scheme to demonstrate its impact on registration. (Paragraph 1.12) - *The Practitioner Register Committee has discussed this matter and has identified a process to fulfill this obligation by December, 2020.*

- JCCP should consider how it could better ensure the accuracy and reduce risk of errors on the public register. (Paragraph 10.6) – *The Practitioner Register Committee has discussed this matter and has identified a designated member of the committee to undertake periodic audits of the data fields included in public facing register.*
- JCCP should consider how it can ensure its registration status descriptors are made clearer to those accessing the register. (Paragraph 10.7) – *This has now been actioned.*

The following Achievements were noted:

‘The Authority noted JCCP’s work with significant stakeholders to raise standards within the register and non-surgical cosmetics industry’. (Paragraph 2.12)

**e. JCCP AGM**

DS reported that a virtual JCCP AGM had been held earlier today in public and confirmed that all resolutions had been approved.

**f. Annual Report/Return to the Charity Commission**

DS reported that the annual JCCP report/return has been submitted to the Charity Commission

### 3. Items for Approval

**a. JCCP Trustee appointment**

DS reported that Dr Paul Charlson had requested that he be appointed as an independent voting trustee following his resignation as the BACN nominated representative on the Board. Andrew Rankin proposed Paul Charlson and Mary Lovegrove seconded. Following discussion the proposal was approved by a majority of Trustees.

Agreed – DS to inform Dr Paul Charlson of the decision and to discuss JCCP responsibilities associated with the appointment– **Action** – DS.

Companies House and the Charity Commission to be formally informed of the nomination – **Action** – **PB**

**Action** – The JCCP will also undertake a skills audit with the aim of ensuring that future Trustee positions reflect the operational and strategic requirements of the Charity. A core focus of this review will be to promote diversity and cultural inclusion.

**b. Stakeholder Council – Appointment of Chair**

DS proposed Tamara Griffiths to be appointed as Chair. **Agreed** – Unanimously – **Action** - **DS to publicise this decision to the Stakeholder Council members.**

**c. Establishment of the JCCP Clinical Advisory Group**

DS proposed that the JCCP establish a new CAG – all Trustees had been sent proposed Terms of Reference prior to the meeting for their consideration. DS explained how the COVID crisis and other matters raised from the JCCP’s various ‘Safety Campaigns’ had highlighted the need for a group of ‘clinical’ experts to be able to review key JCCP actions from a ‘clinical perspective’. It was emphasised that the CAG would not in any way encroach on the

independent work of practice standard setting undertaken by the CPSA. It was proposed that the CAG would be populated with a diverse range of clinical specialities and key representatives from the aesthetics sector, including representatives from the CPSA, MHRA, Pharma and Pharmacy organisations and from representative membership associations.

**Agreed** – Unanimously. Action – DS to consider membership of the CAG and report back to the next Trustee meeting – **Action - DS**

## 4. Items for Discussion

### a. JCCP Operational Plan

KBH outlined the JCCP Operational Plan and indicated that the key component of the plan to be discussed was ‘financial sustainability’ and that this would be discussed under item 5b – Fundraising Strategy.

**Agreed** – Unanimously – The JCCP operational Plan to highlight and focus on key priorities identified by the JCCP relating to public protection, fundraising, financial sustainability and membership enhancement to the Practitioner Register and Education and Training Register - setting out key milestone dates and lead responsibilities – **Action – KBH/PB.**

### b. Fundraising Strategy

DS invited KBH to lead the discussion relating to this prioritised item. KBH opened the session by inviting Simon Withey and Alex Woollard from the CPSA to join the meeting in order that they, alongside Mark Mikhail also from the CPSA could brief the JCCP Trustees on the financial situation at the CPSA. DS explained that the CPSA was an independent body from the JCCP but that it had been ‘conceived at the same time and was seen as a ‘sister’ organization. There is a M of U in place between the JCCP and the CPSA that provides for the JCCP to pass funding to the CPSA linked to registration fees once the JCCP has become fully financially viable.

The CPSA advised that is seeking to engage with the JCCP as part of a broader fundraising strategy to assist both organizations. The CPSA has approached a number of its founder Professional Associations for financial support by way of encouraging members ‘on block’ to join the JCCP. It was noted that the CPSA did not believe that it could directly approach commercial parties for funding as it would potentially compromise its independence as a standard setting body. The CPSA also suggested that ‘crowd’ funding may be an opportunity to pursue.

DS then explained the financial situation at the JCCP. The JCCP was solvent and had met all its financial commitments but was reliant on the following areas of funding:

**Practitioner Register** – Fees for joining. Finance emanating from this area has been limited due to register numbers. This source of income is unlikely to grow substantively over the next 12 months – due to the JCCP adopting a strategy of ‘free’ membership via insurance companies as part of its adopted and published strategy to increase registrant numbers as part of a longer term objective to improve and enhance public protection.

**Education and Training Register** – this has been most successful as an income generating stream. AMcN (Chair JCCP Education and Training Committee) advised that this area of JCCP, activity has the potential to grow income streams for the JCCP.

**Donations** – DS reported that the JCCP had been successful in this area and thanked the pharma companies and internet pharmacies for their contributions. DS also noted that growth in this source of funding has proven to be particularly difficult in the current economic and COVID dominated business environment.

A detailed discussion of all options took place and the following was **agreed**:

- DS to arrange to meet with the Presidents of the key Professional Associations alongside CPSA representatives to discuss options for future funding of the JCCP and the CPSA – **Action – DS and SW/AW**.
- KBH and PB to develop a plan and fundraising strategy for broader financial support for the JCCP and CPSA from the sector and charitable bodies – report back to November meeting of the JCCP. **Action – KBH/PB**.

**c. Risk Registers**

Trustees noted and approved the updated Risk Plans previously circulated. DS invited Trustees to provide him with any additional comments. Action – Risk Registers to be reviewed at the next meeting of the JCCP Board – **Action – DS**.

**d. Insurers Scheme**

DS reported that he had received approaches from two other insurance companies to join the scheme. These approaches were currently being reviewed. **Action – DS report back to next meeting**.

EH provided an update on the recently launched JCCP Membership Scheme with Hamilton Fraser Insurance. The scheme had only been running a few weeks but the response has been most positive. **Action** – EH to report numbers to the next Board meeting. DS reminded the Trustees that **Phase 1** of the scheme would run until end of December 2020 and be evaluated at that time. **Phase 2** would then target HFIS renewing clients and would commence in January 2021 if the pilot is deemed successful. The PSA will be kept informed of progress regarding these developments/milestones.

**e. Review of the JCCP Position with regard to part B of the Register**

DS explained that the JCCP had an obligation to review its decision restrict access relating to practitioner registration status for L7 dermal fillers and injectable toxin procedures to designated PSRB registered healthcare professionals (HCP's) by July 2021. The role of non-HCP's who perform such invasive treatments continues to be the subject of national controversy and debate and is one that is currently being stimulated by the actions of the All Party Parliamentary Group (APPG) on Beauty, Aesthetics and Wellbeing. The APPG recently took witness statements from the JCCP and other key stakeholders on the future of regulation in the sector. This is a very important development and the findings of the APPG and its recommendations are likely to significantly influence Government Policy in this area. Policy consultation developments in Scotland were also noted to be important. CL provided a further update on the APPG from a beauty perspective and confirmed that it is likely to complete its findings by June 2021. Recent reports published by the Chartered Institute for Environmental Health were also noted to be influential sources of potential policy change within the sector with particular emphasis on extending the powers of enforcement officers and the introduction of a licensing scheme for aesthetic clinics.

DS also highlighted a number of other key developments affecting the sector:

- The formation of a group to look at the issues of diversity in aesthetics.
- The ASA consultation on providing aesthetic treatments to the under 18's.

In this dynamic environment the Trustees were invited to reconsider the timing of the review of register joining requirements. After detailed discussion it was agreed to complete the review of evidence and to publish new guidelines by August 2022 (with the option of making an earlier determination should new government policy advice be forthcoming).

**Agreed** – unanimously – **Action –Agreed** – No change to be made to the current JCCP decision to restrict access relating to practitioner registration status for L7 dermal fillers and injectable toxin procedures to designated PSRB registered healthcare professionals. **Action. Agreed** – JCCP to publish new guidelines by August 2022 (with the option of making an earlier determination should new government policy advice be forthcoming).

## 5. Items for information

### a. JCCP National Campaigns

DS reported that activity in this area with the exception of work on mental health had been delayed due to the COVID crisis. DS reported positive activity with the mental health foundation and progress being made with Transform to produce a video and guidelines on emotional and psychological assessment. It was agreed to reconvene the 'Safety in Beauty' group ASAP – **Action – DS and CL.**

### b. Education and Training Committee Feedback

AMcN provided an update. Progress is being made on the JCCP Pilot Fast Track Assessment Centre project with two education providers being considered to provide the educational and knowledge and practitioner practice-related competence assessments. **Action** – AMcN to report back at next meeting.

Specialist Registry Mapping Project is progressing with Medical Royal Colleges and new discussions are being held with the College of General Dentistry. **Action** – AMcN to report back at next meeting.

Approval processes for AO's and education and training providers is continuing with interest being strong. **Action** - AMcN to report back at next meeting.

UKAS – the Education and Training Committee has indicated concern regarding further expansion of UKAS certification activity beyond L4. **Action. Agreed** that the JCCP should not move at this time to provide endorsement of UKAS certification schemes beyond Level 5 (as defined within the JCCP Competency Framework, 2018).

### c. Marketing and Comms

AS provided an update in this area and reported good progress on the project with CDM to develop a JCCP consumer facing website. **Action** – AS to report back at next meeting.

### d. Practitioner Register Committee Update

AR provided an update on the actions agreed at last meeting of the Committee. The Committee had reviewed recommended actions from the PSA and these were now implemented and agreed. Plans for the 2020 Practitioner Register sampling exercise were also agreed at this meeting.

**e. CIEH Report**

DS welcomed the excellent report from the CIEH recommending Government to consider the licensing of aesthetic premises and a number of other key recommendations. VK indicated that the report had been well received and that noted that a webinar will be hosted on 19<sup>th</sup> October with the JCCP to discuss these findings.

**f. Black Aesthetics Advisory Board**

The JCCP Board of Trustees noted and welcomed the creation of the Black Aesthetics Advisory Board. Trustees endorsed the values that underpin the work of this Board and endorsed the same. The Trustees look forward to working with Dr. Tejon Esho and his colleagues to promote positive and meaningful awareness of the organisation's work.

**g. APPG**

DS summarised the discussion cited earlier on the agenda regarding the actions of the APPG and the involvement of the JCCP. CL confirmed that the beauty sector had been very active in working with the APPG. DS presented a summary of the oral evidence that he had presented on behalf of the JCCP to the APPG on the 16<sup>th</sup> September.

**h. CPSA**

Discussed under item 5b.

**i. JCCP Competencies for Trustees**

Noted, agreed, accepted and adopted by Trustees

**j. Complaints Review**

DS congratulated ST on this report and noted the significant amount of work undertaken in this area. ST asked that thanks also be recorded for the contribution made by Liz de Pass and Amy Hallihan in assisting in the management of this growing area of public protection related activity.

**k. ASA Consultation – Under 18's**

Noted. **Action** – JCCP to respond – Action – ST

## 6. AOB

ST noted that the European Standard for surgical and beauty treatments was being reviewed. DS asked for ST to keep the JCCP informed in this area.

## 7. Date of next meeting

18/11 13:00 – 16;00 (Virtual Meeting), 20/1/2021, 24/3/2021