



JANUARY 2019 PUBLIC MINUTES

MEDCO BOARD MEETING

TUESDAY 8 JANUARY 2019

15:10 to 16:13

WEDNESDAY 9 JANUARY 2019

10:00 – 14:30

MEETING PLACE:

**Work & Play 4
Malmaison Hotel
3 Piccadilly
Manchester**

ATTENDEES:

Martin Heskins (MH) – Executive Chair
David Bott (DB) – Association of Personal Injury Lawyers
Susan Brown (SB) – Motor Accident Solicitors Society
Stuart Fielding (SF) – Association of British Insurers
(8 Jan 15:10-16:00) (9 Jan 10:00-10:30 11:00-14:30)
Jackie Proctor (JP) – Motor Insurers Bureau
Surendra Kumar (SK) – British Medical Association (BMA)
Simon Margolis (SM) – Association of Medical Reporting Organisation
Nigel Teasdale (NT) - Forum of Insurance Lawyers
Leigh Evans (LE) – Head of Operations (MedCo)
Mark Waughman (MW) – DSO MIB
Nadine Silvertown (NS) – DSO MIB
Laura Joslin (LJ) – DSO MIB
Joanna Folan - DACB
Adam Ballard (Wednesday 9 January only until 1pm) - DACB

OBSERVERS ATTENDING THE BOARD:

Lizzie Checkley (LC) – Ministry of Justice
Scott Tubbritt (ST) – Ministry of Justice

SECRETARIAT – MINUTE TAKER:

Jean Gillett (JG) – Motor Insurers Bureau



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1. WELCOME

1.1. Declarations of interests/Gifts etc.

There is no change to the existing register of Interests that is held by MedCo. There are no gifts to declare.

1.2. Notification of A.O.B

Sharing Audit Information with MIB EXCO

1.3. Minutes of October, November and December Board Meeting

All minutes approved.

1.4. Public Minutes of October, November and December Board Meeting

The public minutes were approved subject to typo corrections and amendments

2. UPDATES

2.2 Audit

The Board to look at adding a Medical Expert and Independent Auditor to Audit Committee

2.3 Operations

No Decision was required, the paper showed an example of the issues which the Operations Committee deal with. It was brought to the Board attention an issue with an AU using the same MedCo reference after doing a second search. MedCo will continue to monitor the situation and will send the details to the Audit Committee.

All member of the Operations Committee happy to continue

2.4 EAPR

It was decided after discussion that the EAPR committee should prepare a strategy/policy for DMEs who wish to reapply after having their contracts suspended or terminated by the EAPR committee and present to the Board when ready.

A policy for commencing the withdrawal process following system suspensions will also be prepared

2.6 Education and Training Committee

The report was for information only and no decision was required. The Committee remain focused on planning and preparing for the implementation of the re-accreditation programme due for June 2019.



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2.7 Statistics

The report was noted as read.

3. RESPONSE TO MOJ LETTER

The Chairman will collate all the information gathered from the workshop held on the 8 January 2019 and respond accordingly to the MOJ

4. 2019 DATES FOR BOARD MEETINGS

The dates for Board meetings have been approved

5. ARTICLES OF ASSOCIATION

The proposed changes to the Articles of Association were explained to the Board and the Board Members were advised that they would need written authorisation from the bodies they represent to sign off the Articles of Association.

The present situation of not having a CSP representative was discussed by the Board.

6. TERMS OF REFERENCE

Postponed until the Articles of Association are finalised.

7. CMA LETTER

A meeting was held with Ben Elson and David Pearce in December. The CMA has 60 members, 30 that are operational within MedCo. The CMA wish to become a board member of MedCo.

8. RISK AND COMPLIANCE

The Board were presented with a summary paper to provide the MedCo Board the pertinent risks and treatment actions that require review and or action from the Board members.

The Whiplash Reforms risk is currently showing as being tolerated by the Board, however, it is recommended that the status be amended to 'treat' as actions are now taking place to mitigate the risk.



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9. COMMUNICATIONS

The COMM's paper outlined the costs and the recommended the timescale for the implementation of new brand and website to coincide with the new accreditation process launch in June 2019.

10. 2020 CHARGING POLICY

The Board discussed various options on charging from 2020, the Board decided to set up a Charging Policy working group. The quorum will be 3 for this group.

11. MANAGEMENT ACCOUNTS

The management accounts for November were agreed by the Board.

The Meeting ended at 14.30