



**MEDCO BOARD MEETING
TIME:**

**17 JANUARY 2018
10:00 – 15:00**

MEETING PLACE:

**Radisson Blu Edwardian Hotel
Peter Street
Manchester
M2 5GP**

Dialing in problems please contact Jean on 07850060324

Meeting Secretariat:

Jean Gillett

ATTENDEES:

Martin Heskins (MH) – Executive Chair
David Bott (DB) – Association of Personal Injury Lawyers
Stuart Fielding (SF) – Association of British Insurers
Nigel Teasdale (NT) - Forum of Insurance Lawyers
Jackie Proctor (JP) – Motor Insurers Bureau
Robert Khan (RK) – Law Society
Simon Margolis (SM) – Association of Medical Reporting Organisation
Surendra Kumar (SK) – British Medical Association (BMA)
Susan Brown (SB) – Motor Accident Solicitors Society
Brian Simpson (BS) – Chartered Society of Physiotherapy
Leigh Evans (LE) – Head of Operations (MedCo)
Laura Joslin (LJ) – DSO MIB
Nadine Silverton (NS) – DSO MIB
Mark Waughman (MW) – DSO MIB

OBSERVERS ATTENDING THE BOARD:

Scott Tubbritt (ST) – Ministry of Justice
Adam Shapira(AS) – Ministry of Justice

SECRETARIAT – MINUTE TAKER:

Jean Gillett – Motor Insurers Bureau

1. Welcome

1.1 Declarations of Interests/Gifts

There is no change to the existing register of Interests that MH holds and no gifts to declare.

1.2 Notification of AOB

Demonstration of STFP at the end of the meeting if time allows.

1.3 Minutes of December Board Meeting

The minutes were approved

1.4 Minutes of September, November, December Public Minutes

Any amendments to be emailed to JG

1.5 Review of Actions from the last meeting

The updated actions list is attached

2 Updates

2.1 MOJ

Confirmed that April 2019 is the official date for the implementation of the reforms.

2.2 AUDIT

The AMRO representative left the meeting while this topic was being discussed

The chair of the Audit Committee updated the board with as per the audit paper circulated with the agenda. The Executive Chair circulated an update from DAC Beachcroft on the escalation proceedings.

The board agreed with Audit Committee to increase the number of members on the Audit Committee in order to ensure that there is a quorum of members to make decisions at meetings

The Audit Committee will be issuing new Guidance and a New Audit Guide

2.3 Operations

The report was noted as read

2.4 EAPR

The report was noted as read

The chair of EAPR recommended that the EAPR strategy should be discussed at the next board meeting and this was agreed by the board.

2.5 Education and Training

The Education and Training Committee submitted a report requesting that the Board note the budget requirement and estimates for the accreditation refresh project. The Board noted the estimate and budget requirement and there were no objections or concerns.

The Board discussed including a module in the training to cover what constitutes a good examination, suitable examination locations and the length of examination etc. and the role MAB will play, once it is fully established.

NS advised that a meeting had taken place between EAPR and ETC to establish where the two areas cross over to ensure the above issues are covered and associated tasks are delegated to the correct committee. NS and LJ are currently working through the outcomes of the meeting.

It was suggested that it may be useful to approach Thatcham Research to provide information/statistics to assist the process and to help evaluate information relating to the circumstances of the accident.

LE advised that we are looking at a 'single sign on' approach when the IT is updated for the accreditation training.

2.6 I.T.

There are planned improvements in place to enhance the user journey and they should be coming on stream by March. The new regulations being created by GDPR are under consideration and IT will be meeting with CGI to ensure compliance.

2.7 Statistics

The Board agreed to publish statistic reports quarterly
Action – to agree months of publication

2.8 Communications

The report was noted as read

2.9 Accreditation

The report was noted as read

3 MRO Disputes update

This was discussed with the Item 2.2 Audit Update, the AMRO representative was not present

MH circulated a confidential paper which was prepared by DAC Beachcroft updating the board on present situation.

4 Management Accounts & Budget Papers 2018

The report was noted as read

5 Data Retention Paper

This was deferred until the February Board Meeting.
The meeting closed.