



Public Board Minutes

**MEDCO BOARD MEETING
TIME:**

**TUESDAY 11 JUNE 2019
11:00 – 16:15**

MEETING PLACE:

**Suite 218
2nd Floor
New London House
6 London St
London
EC3 7AD**

ATTENDEES:

Martin Heskins (MH) – Executive Chair
Susan Brown (SB) – Motor Accident Solicitors Society
Stuart Fielding (SF) – Association of British Insurers
Simon Margolis (SM) – Association of Medical Reporting Organisation
Jackie Proctor (JP) – Motor Insurers Bureau
Nigel Teasdale (NT) - Forum of Insurance Lawyers
Surendra Kumar (SK) – British Medical Association
Mhairi Kennedy (MK) Transformation Director MIB (Attended from 11 - 12:15)
Leigh Evans (LE) – Head of Operations (MedCo)

OBSERVERS ATTENDING THE BOARD:

Scott Tubbritt (ST) MOJ (left at 1pm)

SECRETARIAT – MINUTE TAKER:

Jean Gillett (JG) – Motor Insurers Bureau

APOLOGIES:

David Bott (DB) – Association of Personal Injury Lawyers
Ben Fletcher (BF) – MIB
Joanne Locke (JL) – Management Accountant MIB

1.0 WELCOME

1.1 Declarations of interests/Gifts etc.

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

1.2 Minutes of May Board Meeting

The minutes for the above meetings were approved.

1.3 Public Minutes of May Board Meeting

The minutes were not approved as several Board members expressed a wish to see more extensive minutes.

1.4 Review of Actions of the last meeting

The action list was updated

2. Whiplash Reforms

3. UPDATES

3.1 MOJ

The MOJ updated the Board on the consultation; namely that the response would be published in due course.

3.2 Audit

Following completion of the first cycle of MRO audits, the audit team are undertaking audits requested by new and existing Users. The audit committee continue to review reports completed and are considering the next cycle of audits. The committee continue to review users search and selection data and take appropriate action.

3.3 Operations

The Committee recently took action where experts have failed to notify MedCo regarding conditions that have been applied by a regulator and/or changes as the result of Interim hearings

3.4 EAPR

The EAPR are sending out a survey to all Medical Experts and MROs in relation to examinations and how these are conducted. The findings will inform the Examination Guidelines which will be published in due course. In addition, the EAPR are currently focusing on the use of Practising Addresses to ensure that that the population of these is legitimate and the venues are safe, secure and confidential, to provide an examination for a claimant

3.5 IT

The report was noted as read.

3.6 Education and Training

The new CPD programme was successfully implemented as planned on 01 June 2019 supported by the re-brand and new website launch. All accredited experts transferred to the new CPD programme. The Committee are now working on the ongoing the maintenance of the programme.

3.7 Statistics

The Board asked that the report be reviewed regarding the design layout of the statistics paper and change the date parameters for the data used for 3.1.

3.8 Risk Register

The following risks were identified in the paper submitted to the Board

- Whiplash Reforms
- Funding
- IT
- COMM's Strategy
- GDPR

4. Management Accounts

The Accounts were noted as read.

5. Communications

The Board agreed with the recommended plan for engaging with media about the purpose of MedCo and its remit. The Board were informed that performance stats for the new web site will be shared at the July Board.

6. Data Retention

The Data Protection Officer will have responsibility for overseeing compliance with the Data Retention policy and ensuring that MedCo maintains adequate controls in place to assist the business in meeting its DPA obligations.

7. AOB

- The July Board meeting will take place on the Tuesday 16th July 2019