



# Public Board Minutes

**MEDCO BOARD MEETING  
TIME:**

**WEDNESDAY 13 JANUARY 2021  
10:30 – 12:30**

**MEETING PLACE:**

**Microsoft Teams Meeting**

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**ATTENDEES:**

Martin Heskins (MH) – Executive Chair  
Brian Simpson (BS) – Chartered Society of Physiotherapists  
David Bott (DB) – Association of Personal Injury Lawyers  
Jackie Proctor (JP) – Motor Insurers Bureau  
Kate Fox (KF) – The Law Society  
Nigel Teasdale (NT) – Forum of Insurance Lawyers  
Simon Margolis (SM) – Association of Medical Reporting Organisation  
Stuart Fielding (SF) – Association of British Insurers  
Susan Brown (SB) – Motor Accident Solicitors Society  
Surendra Kumar (SK) – British Medical Association

**OBSERVERS ATTENDING THE BOARD**

Leigh Evans (LE) – Head of Operations MedCo  
Nadine Silverton (NS) – Data Services Officer  
Mark Waughman (MW) – Data Services Officer  
Scott Tubbritt (ST) – Ministry of Justice

**SECRETARIAT – MINUTE TAKER:**

Jean Gillett - MIB

**APOLOGIES:**

Ben Fletcher (BF) – CC0 MIB

## **1.0 WELCOME**

MH welcomed everyone to the meeting.

### **1.1 Declarations of Interests/Gifts**

No new declarations

### **1.2 Announcements**

No Announcements

### **1.3 Notification of A.O.B**

No A.O.B

### **1.4 Minutes from MedCo Board Meeting on 8 December 2020**

Minutes were approved

### **1.5 Public Minutes from MedCo Board Meeting on 8 December 2020**

Minutes were approved

## **2. MoJ UPDATE**

A new Minister has been appointed Lord David Wolfson of Tredegar QC, he is a commercial lawyer and has been appointed as Parliamentary Under Secretary of State. Lord Wolfson has taken over Lord Keen's portfolio and will be the MoJ Minister in the House of Lords. The Lord Chancellor retains an interest in the whiplash reform programme and will continue to oversee.

Antonia Romeo has been appointed as the Permanent Secretary to the Ministry of Justice and will look after the day to day running of the department.

Work continues on the rules, once the rules are published the implementation date will be confirmed. MoJ are committed to providing the sector with time to consider the new rules and it is hoped the rules will be published 3 months before the go live date.

## **3. OIC Contract**

The Board discussed the OIC Contract and authorised the Chairman to sign the contract on behalf of MedCo.

## 4. MANAGEMENT ACCOUNTS

The report was noted as read.

## 5. MONTHLY UPDATES

### 5.1 Audit

In view of the current pandemic, all audit visits have been suspended from 23 March 2020 per MedCo website announcement. New MRO applications are being accepted again with associated audits being conducted remotely.

A second cycle of MRO audits has commenced. In view of restrictions in relation to the current pandemic, these will be remote, desk top audits.

The Audit Committee continue to monitor use of the system, taking appropriate actions where misuse is identified.

The Committee are continuing to work with the MedCo Board to prepare for changes needed for the PI reforms that take effect in April 2021.

### 5.2 Operations

The Committee met as planned on a weekly basis throughout the month. The issues the Committee review are wide ranging, with some issues being raised more frequently than others. Issues considered this month include lack of response from experts, payment arrangements and technical queries on new registrations.

The Committee continue to monitor cases where action has been taken against an expert and/or conditions have been applied by a regulator. MedCo assists regulators with their investigations where required.

### 5.3 EAPR

EAPR continue to work in monitoring prognosis but are adapting matters to respond to challenges presented by Covid-19 pandemic.

### 5.4 IT

The following changes to the system have been completed.

Release of 1.19.50 was carried out on 11 November. This release contained changes to Manage User Agreements and Financial Links acceptance and improved error messaging for failed searches due to postcode or geocode issues.

UAT testing on the unsuppressed Whiplash changes has completed and is now signed off and the project, from a technical change point, is now closed. The Whiplash changes have been suppressed in Production and will remain 'dormant' in the system until formal launch next year.

As Bing Maps, used with the Road Miles functionality is being decommissioned in January 2021. MedCo approved the change to move to Azure maps and this change is now completed. The calculations work is based on the shortest route.

The Industry Test environment was upgraded to the latest release.

## **5.5 Education and Training**

The Committee continue to meet on a regular basis to ensure the accreditation and CPD framework is maintained and to address any associated day to day issues.

Current focus for the Committee is to monitor the progress of all experts through the CPD programme. Experts are regularly reminded of their status within CPD through a series pre-set emails that are periodically issued.

The Committee remain on standby for the Whiplash Reforms and to identify the training needs to support the changes.

## **5.6 Communication Report**

The Board agreed that the MedCo/Whiplash Reforms Information film to be made and then the Board will review when complete.

## **5.7 Risk Register**

The Risk Register is currently being updated and will be available for February Board Meeting.

**Next Board Meeting Tuesday 16 February 2021**