



MINUTES

MEDCO BOARD MEETING – PUBLIC VERSION

DATE OF MEETING: 3 June 2015 (1pm until 4.30pm)

Attendance:

- Lorraine Rogerson (LR) – Chair
- James Dalton (JD) – Association of British Insurers
- Nigel Teasdale (NT) – Forum of Insurance Lawyers
- David Bott (DB) – Association of Personal Injury Lawyers
- Simon Margolis (SM) – Association of Medical Reporting Organisations
- Jackie Proctor (JP) – Motor Insurers Bureau
- Martin Heskins (MH) – The Law Society (until 2.00pm)
- Craig Budsworth (CB) – Motor Accident Solicitors Society (dial in)
- Christian Worsfold (CW) – Chartered Society of Physiotherapy
- Jan Wise (JW) – British Medical Association (dial in until 3.00pm)

Observers attending the Board:

- Scott Tubbritt (ST) – Ministry of Justice
- Richard Mason (RM) – Ministry of Justice
- Leigh Evans (LE) – Motor Insurers Bureau
- Andrew Parker (AP) – DAC Beachcroft

Secretariat:

- Joe Ahern (JA) – Association of British Insurers

Apologies:

- Brian Burton (BB) – Ministry of Justice

The Board:

- Agreed the Board minutes of the previous meeting subject to some minor amendments
- Agreed that the minutes of the June meeting would be sent out well in advance of the next meeting for agreement by other Board members and publication on the MedCo website
- Noted an update from the Ministry of Justice on their position in relation to some of the business models being seen in the market and the issue of multiple registrations by MROs.
- Noted legal advice received from Andrew Parker at DAC Beachcroft on the tools available at MedCo's disposal to address behaviours perceived as threatening the delivery of the MOJ's policy objectives.
- Agreed to share the full legal advice with MIBMSL and MOJ
- Agreed that DACB should prepare a revised executive summary of the advice so that Board members can share it with their respective organisation and that the advice should be uploaded to the MedCo website.

- Agreed that in order to be accepted by MedCo, a bond or other financial instrument must be issued by an authorised firm and that this clear expectation should be published with guidance and applied to existing data contributors, to be enforced through the audit process after a six week period has elapsed between firms being notified of this expectation and their audit being undertaken.
- Agreed to the implementation of a review procedure for decisions to refuse registrations.
- Agreed that MROs who have already been notified of the intention to audit should be made aware of the bond expectations as soon as possible.
- Agreed to commission further legal advice from DACB on the implementation of the procedures agreed above.
- Requested MIBMSL to provide a renewed proposal for audit of all MROs
- Agreed to support the recommendations of the operations sub-committee with regard to the complaints and queries received
- Noted an appeal by a firm that wanted to register as a user and agreed that as that firm does not meet the qualifying criteria as a user, they should not be registered
- Agreed that any MRO that has been notified of audit and fails to provide any preliminary information for auditing purposes before the 12th June should receive a warning letter on the 15th June and should be suspended on the 19th June if still no information forthcoming.
- Agreed that a firm should not be permitted to move from a small regional firm to a national MRO within the registration period without passing an audit and having paid the requisite registration fee.
- Agreed to sign an agreement regarding the IP rights in the MedCo software
- Noted that the Board will receive the contract for hosting and support of the MedCo software application before the next Board meeting
- Noted that the educational modules supporting accreditation would be circulated to the Board and that a full update on the accreditation work would be considered by the Board at its July meeting
- Agreed that the current communications strategy is appropriate, but that this should be reviewed on an ongoing basis to ensure it remained proportionate.