

**MEDCO BOARD MEETING**  
**TIME:**

**TUESDAY 16 MAY 2023**  
**13:00 – 14:28**

**MEETING PLACE:**

**Microsoft Teams & MedCo Office**

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**DIRECTORS:**

Martin Heskins (MH)	- Executive Chair (via Teams)
Ashley James (AJ)	- The Chartered Society of Physiotherapy
Brett Dixon (BD)	- Association of Personal Injury Lawyers
David Bott (DB)	- Non-Executive Director
Ian Mackie (IM)	- Non-Executive Director
Jackie Proctor (JP)	- Association of British Insurers (via Teams)
Joanne May (JM)	- Gibraltar Insurance Association
John Howells (JH)	- Non-Executive Director
Kate Fox (KF)	- The Law Society
Nigel Teasdale (NT)	- Forum of Insurance Lawyers
Simon Margolis (SM)	- Association of Medical Reporting Organisation (via Teams)
Susan Brown (SB)	- Motor Accident Solicitors Society
Surendra Kumar (SK)	- British Medical Association
Joanne Folan (JF)	- DACB (part only via Teams)

**OBSERVERS ATTENDING THE BOARD:**

Leigh Evans (LE)	- Head of Operations MedCo
Nadine Silverton (NS)	- MedCo
Rachel Powell (RP)	- Ministry of Justice

**SECRETARIAT:**

Jean Abbit	- MedCo
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**APOLOGIES:**

Mark Waughman (MW)	- MedCo
Scott Tubbritt	- Ministry of Justice

## 1. WELCOME

### 1.1 MedCo Board Minutes from 28 March 2023

Approved

### 1.2 MedCo Board Minutes from 23 April 2023

Approved

### 1.3 MedCo Public Board Minutes from 23 April 2023

Approved

### 1.4 Actions and Decision List 23 April 2023

All items on the action list have been completed.

### 1.5 Board Dates

Included for information.

## 2. UPDATES

### 2.1. MOJ update

Alex Chalk KC MP has been appointed as the new Lord Chancellor and Secretary of State for Justice. Lord Bellamy continues to deal with day-to-day issues.

The MoJ continue to develop the planned medical reporting consultation. The document will focus on a number of issues including the offer, revised qualifying criteria, the role of administration agencies and possible changes to the medical report journey for represented claimants amongst other things. Additional data from MedCo may be required to inform the drafting.

### 2.2 Head of Operation Update

MedCo are working with the MoJ to help the judiciary understand if there is a backlog of claims and are sharing data with OIC for a better understanding.

## 3. MANAGEMENT ACCOUNTS

The report was noted as read and the Board were advised the Audited accounts remain on track to be reviewed at the June Board.

### Actions

Arrange for a Non-Executive Director to attend the closure meeting with the auditors Evelyn Partners

## 4. CYBER INSURANCE

MedCo has recently renewed its Cyber Insurance Policy and whilst there has been an increase in premium, it is at the lower end of the increases seen in the cyber market.

The Board considered an option to increase the indemnity cover that is available but agreed that further information would be needed before deciding on an increased level of cover.

### **Actions**

Form a working group to assess what level of insurance cover is necessary and to report back to the Board.

## 5. MONTHLY UPDATES

### **5.1. Audit**

GT confirm at monthly audit committee meetings that the audit plan remains on track to be delivered within budget.

Since DME auditing has commenced several DMEs have withdrawn from MedCo following notice of audit.

### **5.2 Operations**

The Board were informed that the committee continues to review and investigate issues on regular topics. There have also been few issues regarding contingent payments which are continuing to be investigated. The number of complaints regarding reports via the OIC service have reduced as have the number of complaints by experts for non-payment of fees by compensators.

### **5.3. EAPR**

The EAPR Committee continues to monitor experts and case data uploaded, including data for cases arranged via Official Injury Claims. Feedback to experts is provided and where necessary, sanctions applied.

### **5.4. Education and Training**

The Board were advised that the current focus for the Committee is the 31 May deadline for experts to complete the 2022/2023 CPD requirement and preparation for the 2023/2024 CPD period.

The Board were also asked to approve the ETC recommendation that the CPD requirement for the 2023/2024 academic year remain 6 hours. Previous results showed that the current online self-service training approach is preferred, and experts agree that the current annual requirement of 6 hours is 'about right'.

## **Decision**

The Board approved the 6 hours CPD requirement for 2023/2024

### **5.5. IT**

The Board were informed that there had been very good availability for the month of April and that work has started on the IT Technical Refresh Programme.

In addition, CGI are doing the latest penetration test, using an ethical hacker, and will be making a deposit in the Escrow account.

### **5.6 Stats**

The report was noted as read.

## **6. MEDICAL REPORTS AND s1.3 CLA**

The Board discussed the requirements for a communication in relation to the use of s1.3 CLA in medical reports. This topic originated from the Operations Committee as they have received many questions from experts who are being steered in the direction of stating injuries are within the definition contained in s1.3 CLA.

The Board were informed that the Education and Training Committee had written a new module which specifically deals with causation which will be available as part of Expert CPD training from June. It was agreed that a communication would be produced that was consistent with the new pending module.

### **Action**

Check the causation module to ensure the communication is consistent with the module.

**Meeting ended at 14.28.**