

## **HMRC Board Committee: summary minutes**

4 February 2010, Room 2/51 100 Parliament St

### **Members**

Mike Clasper – Chairman  
Lesley Strathie - CEO  
Dave Hartnett – Permanent Secretary for Tax  
Simon Bowles – Chief Finance Officer  
Colin Cobain – Non Executive Director  
Melanie Dawes - Director General Business Tax  
Mike Eland - Director General Enforcement and Compliance  
Mike Falvey – Chief People Officer  
Mark Haysom - Non Executive Director  
Phil Hodgkinson - Non Executive Director  
Anthony Inglese - General Counsel and Solicitor  
Bernadette Kenny - Director General Personal Tax  
Steve Lamey – Director General Benefits and Credits  
Phil Pavitt – Chief Information Officer  
John Spence - Non Executive Director  
Sue Street - Non Executive Director

### **Invitees**

Neil Ward (Item 2)  
Sarah Walker (Item 2)  
Simon MacDowall (Item 2)  
John Keelty (Items 2 and 3)

### **Secretariat**

Jane Bean

### **Apologies**

Philippa Hird - Non Executive Director

### **1 Matters arising**

The Board reviewed and updated the action point log and cleared the minutes for the meeting on 5 January 2010.

### **2 Business update**

Bernadette Kenny briefed Members on the recovery plans to address incorrect coding notices. The Board supported the plan requesting regular reports of progress.

Simon Bowles and John Keelty updated the meeting on the latest financial position, taking account of the Mapeley negotiations and the current phase of business workforce change.

The Board noted the Departmental Transformation Programme quarter three update.

### **3 Business plan 2010-11**

Simon Bowles and John Keelty presented the updated financial plan and informed the Board that the business proposed to proceed with the strategic plan, pending on-going discussions with the Treasury, and to review later in the year as necessary. The Board supported the proposal.

#### **4 Communicating the HMRC business plan 2010-11**

Members reviewed the first draft of the business plan 2010-11 and gave suggestions for improvement for the next iteration.

#### **5 Forward Look and AOB**

The forward look was reviewed and updated.

The Board noted the following information papers:

- Exit schemes – net present value and long term cost benefit.
- Tax Gap – lead indicators.
- Factors impacting lower rate of decrease in paybill relative to rate of decrease in staffing numbers.
- Audit & Risk Committee report to the Board.
- People Committee report to the Board.

Members highlighted current hot topics relating to their business areas.

The next meeting of the Board Committee will be on 2 March 2010.

#### **Board Secretariat**