

HM Revenue & Customs Board Committee: summary minutes 3 November 2009, Room 2/51 100 Parliament Street

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
Mark Haysom - Non Executive Director
Philippa Hird - 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
Cathy Wilcher - Chief People Officer

Invitees

Simon Hopkins (item 2)
Simon MacDowall (item 3)
Michelle Wyer (item 3)
Alicia O'Neill (Item 4)

Secretariat

Jane Bean

Apologies

None.

1. Matters arising

Minutes of the Board meeting on 5-6 October 2009 were reviewed and agreed and the action point log was reviewed and updated.

2. Business update

Simon Hopkins updated the Board on the latest finance forecast for 2009-10, highlighting a further reduction in the funding pressure. He advised that a savings taskforce had identified some opportunities for a further small reduction and they were exploring further targeted options.

The Board reviewed the September 2009 performance report. Members discussed receipts against forecast, feasibility of the tax credit error and fraud target and

progress being made to drive sick absence down. Simon Bowles confirmed that all major transformation programmes were on track and that progress was being made to prioritise for the 2010-11 Business Plan.

3. HMRC Strategy and Tier 2 Strategies

The meeting discussed how the outcomes of the October Board Strategy event had been taken forward. The Board decided to endorse the HM Revenue & Customs Customer Strategy and Tier 2 business strategies, noting the Executive's commitment to developing a leadership strategic plan to be reviewed in February 2010.

4. Capability re-review

Lesley Strathie explained the purpose of the checkpoint meeting taking place with Sir Gus O'Donnell and the review team later in the day. The Board discussed the key areas for response and clarification.

5. Any other business

- Members noted one information paper: People Committee report to the Board and a further information paper was issued in correspondence detailing the new ExCom governance arrangements.
- Dave Hartnett briefed members about recent meetings with other tax administrations.

The next meeting of the Board Committee will be on 8 December 2009.

Board Secretariat