

# **Board Committee: summary minutes 7 December 2010 @ 09.00**

## **Members attending**

Mike Clasper (Chairman)  
Lesley Strathie (CE)  
Dave Hartnett (PST)  
Stephen Banyard (E)  
Simon Bowles (E)  
Colin Cobain (NED)  
Melanie Dawes (E)  
Mike Eland (E)  
Mike Falvey (E)  
Philippa Hird (NED)  
Phil Hodgkinson (NED)  
Anthony Inglese (E)  
Steve Lamey (E)  
Phil Pavitt (E)  
John Spence (NED)  
Sue Street (NED)

## **Others attending**

John Keelty (Item 2) and David Pearson (Governance Review)

## **Secretariat**

Dan Thatcher

## **Apologies**

Mark Haysom

E = Executive, NED = Non-Executive Director, CE = Chief Executive

## **1. Matters arising**

1.1 The Board reviewed and updated the action point log and agreed the minutes for the November Board.

## **2. Business update: Finance/Performance Report and Departmental Risk Register**

2.1 The Board was informed that HM Revenue & Customs (HMRC) financial position remained challenging. An update was given on how this is being managed in conjunction with HMT. The Board noted the successful transfer of the ledger balance to the now live Government Banking Service.

## **3. Open cases**

3.1 The Board discussed the current position in regards to open cases, noting the need for clear communications and a resourcing plan.

## **4. HMRC Change Plan**

4.1 The Board was given an update in regards to the design and development of the HMRC Change Plan. The Board was informed that this will return to the Board in January and March 2011, with current activity focusing on the engagement of the business and the prioritisation of the strands of activity within the plan.

## **5. P2 draft review**

5.1 The Board discussed the emerging findings from the draft review.

## **6. Feedback from the Audit and Risk Sub-Committee**

6.1 The Chair of the Sub-Committee updated the Board in regards to the key outcomes from the previous meeting.

## **7. Feedback from the People Sub-Committee**

7.1 The Chair of the People Sub-Committee fed back to the Board the key outcomes from the previous meeting.

## **8. Dame Sue Street: final thoughts**

8.1 Dame Sue offered her final thoughts to the Board about her time as a non-Executive Director. Dame Sue put on the record her support for the leadership and general direction of HMRC and for the dedication and professionalism of the front-line staff within HMRC.

## **9. Any other business**

9.1 The date of the next Board meeting is 11 January 2011.