

PEOPLE COMMITTEE - SUMMARY MINUTES

30 March 2011, 1300 – 1500

Room 2/51, 100 Parliament Street, London SW1

Members	Mike Clasper, Colin Cobain, Gary Kildare
Standing Invitees	Mike Falvey, Anthony Inglese, Richard Summersgill
Secretariat	Dan Thatcher
Invitees	Doug Watkins (Agenda Item 2) and (Agenda Item 3)
Apologies	None

1. Matters Arising

1.1 The minutes from the 26th of January were agreed. The Action Point log was reviewed and some items closed or captured on the Forward Look.

2. Leadership Update

2.1 Mike Falvey provided an oral update to the Committee on progress of the Tier 4 Leadership Assessment Process.

2.2 The Committee agreed that successful talent management requires a clear understanding of organisational requirements across the tiers.

2.3 The Committee discussed the work that had been done to date regarding succession planning, with a specific focus on the Tax Profession.

2.4 The Committee discussed the principles behind the leadership assessment process.

2.5 The launch of the new Tier 3 structure was discussed.

3. Strategic Workforce Planning

3.1 The Committee were informed that Strategic Workforce Planning builds on previous activity, incorporating the main lessons learned. Mike Falvey outlined what the picture for HMRC looked like across the SR'10 period.

3.2 The issue as to whether diversity was being actively managed within the Workforce Change process was considered.

4. Civil Service Reform

4.1 Mike Falvey outlined the main elements of the current Civil Service Reforms.

5. Governance Reform

5.1 Anthony Inglese highlighted the main elements of the review of the Board, ExCom and their respective sub-committees.

6. Review Forward Look

6.1 The Committee was informed that following the Governance Review the Secretariat will be working with the Committee members to review the forward look.