

# HMRC People Committee: summary minutes

30 September 2009, 13.00pm Room 2/51 100 Parliament Street

## Members

Mike Clasper  
Gary Kildare  
Colin Cobain (Items 2-4 by phone)  
Standing Invitees  
Anthony Inglese  
Cathy Wilcher

## Invitees

Rob Dellegrotti  
Jonathan Donovan  
Matthew Hudson  
Dave Herbert  
Linda McKendrick

## Secretariat

Jane Bean

## Apologies

None

## 1. Matters Arising

Mike Clasper informed the Committee of recent changes to Committee standing invitees.

The minutes for the meeting on 4 August 2009 were reviewed and agreed and the Action Point log was updated.

Committee members noted the Talent Management information paper.

## 2. Business Workforce Change (BWFC)

The Committee congratulated Cathy Wilcher, Rob Dellegrotti and their team on their excellent work resulting in funding to deal with non strategic sites. The Committee discussed the opportunities this presented and suggested that People Function use the data available to them to set a target date and move at pace.

### **3. Stewardship Project and Organisation Design**

The Committee noted the Stewardship project has now closed and savings identified. Members endorsed plans for the Organisation Design team to support the business in organisation design based on a set of agreed design principles.

### **4. Departmental Transformation Programme (DTP) Funding**

The meeting discussed the next steps following the OCI (Organisational Culture Inventory) culture diagnosis and associated funding plans.

### **5. Enterprise Resource Planning (ERP)**

Dave Herbert briefed the Committee on the progress made towards establishing ERP as the sole source of financial and HR data, which will also require system changes essential to support future planning capability.

### **6. Grievance Policy**

The Committee acknowledged that the number of grievances have fallen since implementation of the new policy. Members congratulated Linda McKendrick and her team on the successful implementation and discussed the activities that contributed to this success and how on-going performance can be monitored.

### **7. Review of the Forward Look and AOB**

Members reviewed and agreed future agenda items.

The next meeting of the People Committee is will be on 25 November 2009.