

## **Companies House Executive Board – summary minutes – 30 June 2010**

### **Government Gateway Review**

The Board discussed the issues presented and agreed that further intelligence needed to be collated in order to understand the impact on our customers and the financial, technical and legal implications of migrating to a single point of access within government.

### **Corporate Efficiency & Simplification – update**

The high level efficiency plan was submitted to the meeting for discussion, which provided metric comparisons/predictions against some key areas, for example predicted income/expenditure, staff costs, e-take up levels etc.

### **Change Delivery Programme - Update**

The governance structure regarding the programme had now been defined as to how the various elements would be monitored, reported against etc.

- *Electronic Enhancement Capability Project* – there would be a phased implementation over the next few weeks in order to avoid the peak filing deadline at July's month end.
- *e-Accounts Project (work with HMRC)* – work was continuing on developing our in-house capability to receive accounts electronically via the third party software providers

### **Agency Business Board (ABB) Update and review of the Monthly Scorecard for May**

The Board was provided with the monthly update from ABB, members noted that: the new e-enablement (EECP) scheduled for the Summer were on track. Document processing targets had also been met.

### **Financial Performance**

The monthly Financial Performance pack for May was circulated to members for their information. All finance measures were on track during the month, and a favourable variance of £0.5m had already been delivered against budget.

### **Review of Executive Board Critical Risks**

The Board reviewed the risk register and agreed the amendments that would be taken forward in order to reflect the current position.

### **Executive Board Terms of Reference (ToR)**

The Board reviewed their current ToR and agreed that they should be amended to reflect our values, principles and strategic direction.

**Secretariat  
June 2010**