

Companies House Executive Board – summary minutes – 25 February 2010

Business Plan 2010/11

The Board reviewed the next iteration of the draft business plan and agreed the elements that would be factored into the plan following the suggestions raised at the recent Steering Board meeting.

Cellular Processing

The Board considered a paper that made recommendations about the cellular processing way of working that had been trialled in the Operations area since March last year. Following discussions, it was agreed that the processes that delivered the most efficiencies would be taken forward.

Corporate Efficiency and Simplification

An update was provided in relation to the work that had been undertaken since last month's meeting. A research exercise was being conducted in order to understand the figures behind the trends in business activity/workload over the past ten years.

e100 Programme – Update

In relation to the Electronic Enhanced Capability Project (EECP), the Board was assured that the Programme Board was being pro-active in its approach and that the implementation would be approached in a phased way, with the code being streamlined first, in order to mitigate any risks.

Agency Business Board (ABB) Update and review of the Monthly Scorecard for January

The Board was provided with the monthly update from ABB. The highlights were: both systems and service availability were good; staff survey results compared favourably against parent department and other similar agencies.

Financial Performance

The monthly Financial Performance pack for January was circulated to members for their information and no concerns were raised.

Review of Executive Board Critical Risks

The Board reviewed the risk register and noted the changes to the risk profile and the new risk that had been added following last month's discussions.

Secretariat

February 2010