Minutes of DfT Executive Committee

Date: Tuesday 02 February 2010
Time: 0900-10.00
Venue: Room 5/13, Great Minster House

Attendees:

Robert Devereux (Chair)
Steve Gooding
Richard Hatfield
Bronwyn Hill
Mike Mitchell
Clare Moriarty
Christopher Muttukumaru
Alison Rutherford (Board Secretary)

Item 1: Update from Directors General and the Legal Services Director

1. ExCo was updated on the week’s developments within the DfT Groups and the Legal Services Directorate.
2. ExCo agreed that strategic finance issues would be taken at the Board's Awayday on 12 February, and that it was important to ensure in good time for this that Board members had a shared understanding of the existing plans and commitments. **Action: Clare Moriarty and Richard Hatfield**
3. ExCo also agreed it would be helpful to produce a narrative explaining how the financial problems facing the Department had arisen, and that a slot should be found for launching this. It was agreed the next Directors' Group was probably too far away. **Action: Clare Moriarty**

Item 2: "Smarter Government" programme

4. Mervyn Thomas introduced the paper, explaining that the immediate issue was to discuss the content of the high level plan each Department was required to have in place by 26 February to deliver 20% reduction in SCS costs. [This was one of the commitments given in the Smarter Government proposals.] He had already had some initial discussions with all Directors General.
5. There was some discussion of how much detail could be defined now, pending a strategic review.
6. ExCo agreed that 2 workstreams were needed: a) to prepare a plan for the 26 February deadline; and b) to put in place a process for a strategic examination of Smarter Government commitments. **Action: Mervyn Thomas to lead**

The names of non-SCS staff have been redacted in accordance with DfT’s publication policy.
7. ExCo also agreed that organisational change might be a suitable topic for the Awayday, as it would allow the non executive directors to contribute to Departmental thinking on re-structuring; but not unless sufficient work had been done by then on workstreams a) and b) above. **Action: Mervyn Thomas to lead**

Board Secretariat
05 February 2010