

## **Child Maintenance and Enforcement Commission Board**

### **Summary Minutes of the Commission Board Meeting 21 October 2008**

#### **Members:**

Janet Paraskeva – Chair  
Deborah Absalom  
Rosemary Carter  
Stephen Geraghty  
Bill Griffiths  
Alan Hardy  
Heather Jackson  
Susan Park  
Maeve Sherlock  
Keith Woodhouse

Paul Wright – Commission Lawyer  
Brenda White – Board Secretariat

#### **Apologies:**

None

### **1 The Commission Vision**

- 1.1 The Commission Board had earlier discussed how to represent its Vision for the future and had agreed a number of areas to be articulated in a Vision statement for publication. Further work to refine the statement will be presented to the Board for agreement at the next meeting.

### **2 Minutes and Matters Arising from 23 September Meeting**

- 2.1 There are some minor amendments required to the September minutes.
- 2.2 There were no matters arising.

### **3 The Commissioner's Report**

- 3.1 A detailed report covering key business issues was issued in advance of the meeting, the main discussion points included:

#### **CSA Business Performance**

- 3.2 The report provided a summary of September's performance. The Commissioner highlighted recent activity to reconcile payments due from non-resident parents who are on benefit.

- 3.3 The rate of debt growth has slowed considerably and a number of measures within the Child Maintenance and Other Payments Act should allow greater recovery success and some powers of write-off.
- 3.4 From March 2009 a change to the general ledger software enabling a more detailed analysis of debt should be in place.

#### **IT Update**

- 3.5 The expected levels and quality of service have been realised from recent IT changes.
- 3.6 Testing is complete for the IT functions associated with the repeal of section 6 of the Child Support Act 1991 on 27 October.
- 3.7 The first stage of procurement for an IT supplier for the future statutory scheme is complete and the next stage is planned.

#### **Corporate Plan**

- 3.8 The Commission is committed to producing a Corporate Plan for publication in 2009.

### **4. Handover Report**

- 4.1 The purpose of this report is to assist the transition from Child Support Agency to the Commission.
- 4.2 The Board agreed that the document is very useful. The messages in the report are usefully grouped and will assist future Corporate Planning.
- 4.3 The Board recommended that the handover report be published on the DWP or CSA website.

### **5 Readiness Review**

- 5.1 The Board discussed the risks facing the Commission at transition of the Agency. All risks are well mitigated.

### **6 Delegation of Statutory Functions**

- 6.1 From 1 November the Commission will become responsible, in place of the Secretary of State, for deciding all matters relating to individual cases under child support legislation. The Board agreed the proposed delegation of statutory functions.

### **7 External Communications**

- 7.1 The Board considered the first phase of the communications activity covering the period of transition and designed to inform key stakeholders and parents about changes to legislation.
- 7.2 The Board acknowledged the amount of good work that had gone into engaging with stakeholders thus far, endorsing the further activity planned. The Communications Strategy will be presented to the Board at their meeting in December.

## **8 Date of next meeting**

- 8.1 The next meeting of the Board will be on 25<sup>th</sup> November 2008.