



# National Audit Office

## Board Agenda

25 July 2023– 11:00-13:00  
 157-197 Buckingham Palace Road  
 London SW1W 9SP  
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To note that the Board meeting will be preceded by a demonstration of the ATP software platform for the non-executive members (10:30-11:00)

1	<b>Welcome and Chair's opening remarks</b>	<ul style="list-style-type: none"> <li>• Apologies for absence</li> <li>• Declarations of interest</li> </ul>	11:00-11:05 <i>5 mins</i>
2	<b>Regular items</b>	<ul style="list-style-type: none"> <li>• Approval of June minutes</li> <li>• Matters arising</li> <li>• Action log</li> <li>• C&amp;AG update</li> </ul>	11:05-11:25 <i>20 mins</i>
3	<b>Substantial approvals</b>	<ul style="list-style-type: none"> <li>• 2022-23 Transparency Report</li> </ul>	11:25-11:35 <i>10 mins</i>
4	<b>Substantial operational matters</b>	<ul style="list-style-type: none"> <li>• Leading in practice (review by the Committee on Standards in Public Life): 20 questions for leaders to discuss</li> <li>• Net Zero Carbon annual report</li> <li>• Audit Transformation Programme: update on progress since the last meeting</li> <li>• Performance and risk reports to end June 2023</li> <li>• Board engagement plan: six monthly update on progress</li> </ul>	11:35-11:50 <i>15 mins</i>  11:50-12:35 <i>45 mins</i>
5	<b>Matters for the Board to note / to discuss by exception</b>	<ul style="list-style-type: none"> <li>• 2023 external VFM review - Financial Management of the NAO's financial audit work: to discuss findings from the review</li> <li>• Upcoming external audit tender: update on process and timeline</li> <li>• Upcoming non-executive vacancy: update on the recruitment campaign</li> <li>• Audit Quality Board: verbal update from the meeting held on 13 July 2023</li> <li>• Six monthly up-date on contracts awarded &amp; tender pipeline</li> <li>• Board strategy day: to note the outline agenda</li> </ul>	12:35-12:55 <i>20 mins</i>
6	<b>Conclusion</b>	<ul style="list-style-type: none"> <li>• Any other business</li> <li>• Feed-back on the meeting</li> <li>• Date of the next meeting: 31 October 2023</li> </ul>	12:55-13:00 <i>5 mins</i>

<b>Board members</b>		
Dame Fiona Reynolds	FR	Chair
Gaenor Bagley	GB	Non-Executive Member
Alistair Conner	AC	Non-Executive Member
Sir Martin Donnelly	MD	Non-Executive Member
Dame Clare Tickell	CT	Non-Executive Member
Gareth Davies	GD	Comptroller & Auditor General
Abdool Kara	AK	Executive Director Local Services
Daniel Lambauer	DL	Executive Director Strategy and Resources
Rebecca Sheeran	RS	Executive Director VFM service line
<b>Attendees</b>		
Elaine Lewis	EL	Executive Director responsible for Financial Audit Quality
Kate Mathers	KM	Executive Director Financial Audit service line
Max Tse	MT	Executive Director Knowledge
Claire Blackburn	CB	Lead on Net zero project (item 4)
Steve Corbishley	SC	Director Compliance Quality Unit (item 3)
Susan Ronaldson	SR	Director Audit Transformation Programme & Engagement (item 4)
Vicky Cox	VC	Head of Facilities (item 4)
Will Sharp	WS	Head of Internal Communications (item 4)
Helene Morpeth	HM	Head of Governance & Risk