



National Audit Office

Meeting of the Board  
to be held at  
the National Audit Office, Blue Mezzanine 7  
157 Buckingham Palace Road, London SW1W 9SP  
on  
9 April 2015 at 14:30

<b>AGENDA</b>		
<b>Members</b>		
Michael Bichard	MB	Chair
Amyas Morse	AM	Comptroller and Auditor General
Naaz Coker	NC	Non-executive Member
Sue Higgins	SHi	Executive Leader
Sally Howes	SHo	Executive Leader
Joanne Shaw	JS	Non-executive Member
Ray Shostak	RSh	Non-executive Member
Robert Sykes	RSy	Non-executive Member
Michael Whitehouse	MW	Chief Operating Officer
<b>Attendees</b>		
Ruth Brutnall	RB	Board Secretary
Martin Sinclair	MS	Executive Leader (observer)
John Thorpe	JT	Executive Leader (observer)
Diane McGiffen	DMcG	Chief Operating Officer, Audit Scotland (observer)
Claire Blackburn	CB	Project coordinator (Item 3)
Iain Forrester	IF	Audit Principal (Item 3)
Michael Hudson	MH	Business Architect (Item 3)
Adrian Jenner	AJ	Director, Parliamentary Relations (Item 1)
Nick Lacy	NL	Head of Legal & Policy (Item 4)
Nigel Terrington	NT	Head of Strategy and Performance (Item 5)
Tim Valentine	TV	Head of Finance (Item 4 and 5)
Mark Wynniatt	MWy	Audit Manager (Item 3)

## Agenda

<b>Good Governance</b>			
1	<b>Apologies for Absence</b>	Chair	14.30-14.50
	<b>Declarations of Interest</b>	Chair	
1.1	<b>Minutes of the meeting of 5 March 2015 and 6 March 2015-</b> to agree the Minutes and meeting note of the last meetings as an accurate record and approve their publication on the website.	Chair, paper	
1.2	<b>Action Points</b> - to receive an update on progress and note the outstanding Action Points.	Chair, paper	
1.3	<b>Matters Arising and Update from C&amp;AG</b> - to raise any Matters Arising and receive an update from the C&AG	C&AG, paper	
1.4	<b>Parliamentary Update</b> – to receive an update on our work with Parliament from Adrian Jenner, Director of Parliamentary Relations.	AJ, oral	
<b>Support &amp; Advice</b>			
2	<b>Devolution: Implications for Audit</b>		
2.1	To consider the issue of devolution and the implications for Audit, informed by a presentation from Diane McGiffen of Audit Scotland.	DMcG, presentation	14.50-15.35
<b>Management and Use of Resources</b>			
3	<b>Business Improvement Programme: Next Steps</b>		
3.1	To consider and agree the proposed approach to the Business Improvement Programme (the successor programme to the ERP replacement programme)	MWy, paper	15.35-16.05
4	<b>Business and Risk Reporting</b>		
4.1	To consider the monthly business and risk report	TV & NL, paper	16.05-16.15
5	<b>NAO Plan for achieving our objectives 2015-16</b>		
5.1	To approve the NAO plan to achieve its objectives in 2015-16.  As part of this approval, to consider and approve: <ul style="list-style-type: none"> <li>• The programme of NAO approved services for 2015-16</li> <li>• The major projects and contracts planned for 2015-16 to support the NAO's delivery of its objectives</li> </ul>	NT & TV, paper	16.15-16.35
<b>Good Governance – Transactional Business</b>			
6	<b>Audit Committee Approvals</b>		
6.1	To consider and approve the Audit Committee programme of work for the remainder of 2015	JS, paper	16.35-16.45
6.2	To approve the recommendation from the Audit Committee for the subject of this year's review of the NAO.		
6.3	To receive the draft minutes of the Audit Committee meeting on 25 February 2015.		
7	<b>Any Other Business</b>		
7.1	To note the dates for the Board meetings in 2016	Chair, paper	
	<b>Date and time of next meeting</b>		
	Thursday 11 June 2015 at 14.30	Chair	