



National Audit Office

The Board
1st Meeting
17 July 2009

Minutes

Our vision is to help the nation spend wisely.

We promote the highest standards in financial management and reporting, the proper conduct of public business and beneficial change in the provision of public services.

The National Audit Office scrutinises public spending on behalf of Parliament.

The Comptroller and Auditor General, Amyas Morse, is an Officer of the House of

Commons. He is the head of the National Audit Office which employs some 900 staff.

He and the National Audit Office are totally independent of Government. He certifies the accounts of all Government departments and a wide range of other public sector bodies; and he has statutory authority to report to Parliament on the economy, efficiency and effectiveness with which departments and other bodies have used their resources.

Our work leads to savings and other efficiency gains worth many millions of pounds: at least £9 for every £1 spent running the Office.

Present

Members

Andrew Likierman	AL	Chair – Non-Executive Member
Ruth Evans	RE	Non-Executive Member
Mary Keegan	MK	Non-Executive Member
Richard Fleck	RF	Non-Executive Member
Joseph Pilling	JP	Non-Executive Member
Amyas Morse	AM	Comptroller and Auditor General (C&AG)

Attendees

Michael Whitehouse	MW	Chief Operating Officer
Tim Burr	TB	Adviser
Pat Pattison (Minutes)	PP	Interim Director of Corporate Affairs

Item 1

Welcome and Introduction

- 1.1 The Chair welcomed the Members and Attendees to the Inaugural Meeting of the newly-constituted Board.

Item 2

Introduction and Presentation to the Board by the C&AG

- 2.1 AM presented an overview entitled “Transforming public service delivery – The NAO’s role – An Overview of initial strategic thinking” to the Board.

The Board was informed that:

- The overview provided a preliminary view on strategy which will be expanded upon in September 2009 to provide a focus for the funding bid to the Public Accounts Commission in October 2009
- One primary focus was to promote decision making based on evidence and core financial objective disciplines from which it should be possible to drive beneficial change
- Some staff changes were being made to streamline systems and procedures which should energise performance.

Item 3

Apologies for Absence

3.1 There were none.

Item 4

Declarations of Interest

4.1 There were none.

Item 5

Constitutional Documents

The Board considered the following documentation:

- a. Brief Overview
- b. Draft Code of Practice
- c. Draft Code of Conduct for the Board and Committees
- d. Draft Standing Orders for the Board
- e. Draft Terms of Reference for the Board
- f. Draft Schedule of Matters Reserved for the Board
- g. Draft Terms of Reference for the Audit Committee
- h. Draft Terms of Reference for the Remuneration Committee

Having considered Constitutional documents and having indicated the amendments required, the Board instructed the Secretary to amend and implement these. B/5/07.09 PP

IT WAS RESOLVED that, subject to the amendments discussed in the meeting, the Constitutional documents specified at 5b to 5h above, be and are hereby approved.

Item 6

Appointments

The Board considered the following appointments:

- a. The appointment of the Deputy Chair

IT WAS RESOLVED that there was no necessity for a Deputy Chair and references to this appointment should be removed from the Constitutional documents. B/6/07.09 PP

- b. The appointment of the Senior Non-Executive Member

IT WAS DECIDED to postpone this appointment pending further deliberation.

- c. The appointment of Michael Whitehouse (COO) as an Executive Member and his terms of appointment

IT WAS RESOLVED to appoint Michael Whitehouse as an Executive Member of the Board for the term of one year after which his tenure as a Board Member would be reviewed

- d. The appointment of Gabrielle Cohen as an Executive Member and the terms of her appointment

IT WAS RESOLVED to appoint Gabrielle Cohen as an Executive

Member of the Board for the term of one year after which her tenure as a Board Member would be reviewed

- e. The appointment of Ed Humpherson as an Executive Member and the terms of his appointment

IT WAS RESOLVED to appoint Ed Humpherson as an Executive Member of the Board for the term of one year after which his tenure as a Board Member would be reviewed

- f. The appointment of an Interim Board Secretary

IT WAS RESOLVED to appoint Pat Pattison as Board Secretary on an interim basis.

The Audit Committee – appointment of the Non-Executive Members

IT WAS RESOLVED that initially all of the Non-Executive Members of the Board would be Members of the Audit Committee

To the Remuneration Committee – appointment of the Non-Executive Members

IT WAS RESOLVED that initially all of the Non-Executive Members of the Board would be Members of the Remuneration Committee.

Item 7

Further Committees of the Board

- 7.1 **IT WAS DECIDED** to postpone consideration of this matter pending further deliberation.

Item 8

Any Other Business

8.1

- The Board decided that there should be an internal press release confirming that the newly constituted Board had held its first meeting B/8.1/07.09
PP
- AM will give further consideration as to how the Non-Executive Members can engage with stakeholders and report back to the Board B/8.2/07.09
AM
- Finally, AL thanked TB for his work and expressed the Board's deep gratitude for carrying out his role in difficult circumstances.

Item 9

Date and time of next meeting

- 9.1 The next meeting of the Board will be held on Tuesday, 22 September 2009 at 1.30pm.

Pat Pattison

Secretary to the Board

17th July 2009

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Chair