



Meeting of the Board
to be held at
the National Audit Office, Blue Mezzanine 7
157 Buckingham Palace Road, London SW1W 9SP
on
13 July 2010 at 13:15

AGENDA

Members		
Andrew Likierman	AL	Chair
Ruth Evans	RE	Non-Executive Member
Richard Fleck	RF	Non-Executive Member
Mary Keegan	MK	Non-Executive Member
Paula Hay-Plumb	PHP	Non-Executive Member
Amyas Morse	AM	Comptroller and Auditor General (C&AG)
Michael Whitehouse	MW	Chief Operating Officer
Gabrielle Cohen	GC	Assistant Auditor General
Ed Humpherson	EH	Assistant Auditor General
Attendees		
Vikki Keilthy	VK	Board Secretary
Jim Rickleton	JR	Director General, Finance & Commerce
Simon Henderson	SH	Head of Performance & Delivery
Andrew Baigent	AB	Director General, Financial Audit
Chris Shapcott	CS	Director, Regulation VFM

1	Apologies for Absence	Chair	1.15- 1.30pm
2	Declarations of Interest	Chair	
3	<p>Minutes of the meeting of 25 May 2010 and strategic discussions held on 14 May <i>To approve the Minutes of the last meeting and the notes of the strategic discussions held on 14 May.</i></p> <p>Action Points <i>To receive an update on and note the outstanding Action Points</i></p> <p>Matters Arising and Update from C&AG <i>To raise any Matters Arising and receive an oral update from the C&AG</i></p>	<p>Chair</p> <p>Chair</p> <p>Chair & C&AG</p>	

4	Re-appointment of executive Board members		
4.1	<i>To consider the extension of the appointment of the 3 executive members of the board for a further year.</i>	C&AG	1.30-1.35pm
5	Update on recent external changes		
5.1	<i>To receive an update on the implications of the post election settlement.</i>	GC Paper	1.35-2.00 pm
6	Audit Inspection Unit report		
6.1	<i>To receive an update on the independent Audit Inspection Unit's review of NAO financial audit.</i>	AB Paper	2.00-2.20pm
7	Quarterly performance review together with business report and risk report		
7.1	<i>To receive an overview of quarterly reporting and a presentation on latest quarterly performance.</i>	MW Paper	2.20pm-2.45pm
7.2	<i>To receive the business report and quarterly risk report.</i>	JR, SH, paper	
8	Proposed work on impact assessments		
8.1	<i>To discuss the proposed discretionary work on impact assessments.</i>	EH Paper	2.45pm-3.00pm
9	Board self-assessment and objectives		
9.1	<i>To complete the discussion on the outcome of the Chairman's conversations with Board members.</i>	Chair	3.00-3.25pm
9.2	<i>To discuss the draft objectives of the Board.</i>		
10	Any other business		
10.1	• <i>To receive a note on key issues for the Board for the rest of 2010.</i>	MW	3.25-3.30pm
10.2	• <i>To receive a note on the sub-letting of vacant office space at 157 Buckingham Palace Road</i>		
10.3	• <i>To note the draft minutes of the 25 May Audit Committee.</i>	Chair	
	Date and time of next meeting	Chair	
	Friday 17 September 2010 at 1.30pm		

The Non-Executive Members' Pre-Board Meeting will be held at 12.45