



Meeting of the Board  
to be held at  
the National Audit Office, Blue Mezzanine 7  
157 Buckingham Palace Road, London SW1W 9SP  
on  
20 October 2011 at 13.30

<b>AGENDA</b>
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<b>Members</b>		
Andrew Likierman	AL	Chair
Amyas Morse	AM	Comptroller and Auditor General (C&AG)
Gabrielle Cohen	GC	Assistant Auditor General
Ruth Evans	RE	Non-Executive Member
Richard Fleck	RF	Non-Executive Member
Paula Hay-Plumb	PHP	Non-Executive Member
Ed Humpherson	EH	Assistant Auditor General
Mary Keegan	MK	Non-Executive Member
Michael Whitehouse	MW	Chief Operating Officer
<b>Attendees</b>		
Ruth Brutnall	RB	Board Secretary
Marcial Boo	MB	Director of Strategy, Knowledge and Communications
Jim Rickleton	JR	Director General Finance and Commerce

1	<b>Apologies for Absence</b>	Chair	
2	<b>Declarations of Interest</b>	Chair	
3	<p><b>Minutes of the meeting of 20 September 2011</b></p> <p><i>To approve the Minutes of the last meeting as an accurate record and their publication on the website.</i></p> <p><b>Action Points</b> - <i>to receive an update on and note the outstanding Action Points.</i></p> <p><b>Matters Arising and Update from C&amp;AG</b> - <i>to raise any Matters Arising and receive an update from the C&amp;AG</i></p> <p><b>Local Audit</b> – <i>to receive an update on the NAO’s response to the changes in audit prompted by the abolition of the Audit Commission.</i></p>	<p style="text-align: center;">13.30- 13.50</p> <p>C&amp;AG – paper</p> <p>MW, oral</p>	

	<b>Update from the Remuneration Committee – to provide a brief update to the Board on the business of the meeting held on the morning of 20 October 2011.</b>	RE, oral	
4	<b>Business report &amp; Quarterly Risk Report</b>		
4.1	To <b>receive</b> the business report, including 6 month management accounts, and quarterly risk report for <b>information and comment</b> by exception.	JR & RB paper	13.50- 14.00
5	<b>Managing Our Resources: mid-year performance &amp; forecast</b>		
5.1	To <b>receive</b> a report on the NAO's corporate costs and financial position at the mid-year point, and forecast year end position.	JR, paper	14.00- 14.15
5.2	To receive a report on the NAO's performance against its key performance indicators for the first six months of the financial year for <b>information and comment</b> .	MB, Paper	
6	<b>NAO Strategy: 2012-13 to 2014-15.</b>		
6.1	To receive the draft strategy for <b>discussion and approval</b> .	MB, paper	14.15- 15.00
6.1	To <b>discuss</b> the presentation of the NAO Strategy to TPAC.	MW, Oral	
7	<b>The Role of the NAO Board</b>		
7.1	To <b>discuss and agree</b> the Board objectives and Board programme for the year.	Chair, paper	15.00- 15.20
8	<b>Any Other Business</b>		
8.1	To receive the following items for <b>information</b> : <ul style="list-style-type: none"> <li>• NAO Transparency Report</li> </ul>	Chair	15.20- 15.30
9	<b>Date and time of next meeting</b>		
9.1	Tuesday 22 <sup>nd</sup> November 2011, at 13:30	Chair	

**There will be an informal meeting with a group of NAO Managers at 10:00, in Blue Mezz 1.**

**The Board meeting will be preceded by a meeting of the Remuneration Committee at 11.00.**

**The pre-meeting for Non-Executive Members will be held at 13.00 in Blue Mezz 5.**