



National Audit Office

Meeting of the Board
to be held at
the National Audit Office, Newcastle Office with VC connection to
Buckingham Palace Road
on
22 October 2015

AGENDA		
Members		
Michael Bichard	MB	Chair
Amyas Morse	AM	Comptroller and Auditor General
Naaz Coker	NC	Non-executive Member (apologies)
Sue Higgins	SHi	Executive Leader (by VC)
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
Attendees		
Ruth Brutnall	RB	Board Secretary
Stephen Smith	SS	Executive Leader (observer)
John Thorpe	JT	Executive Leader (observer via VC)
James Gourlay	JG	Head of Strategy and Performance (Item 3 via VC)
Adrian Jenner	AD	Director, Parliamentary Relations (Item 1 – via VC)
Nick Lacy	NL	Head of Legal and Policy (Item 6 – via VC)
Daniel Lambauer	DL	Director, Value for Money (Item 4 – via VC)
Kath Mathers	KM	Director, Audit Quality (Item 4 via VC)
Maggie McGhee	MMcG	Director General, Audit Quality (Item 4 – via VC)
Susan Ronaldson	SR	Director, Engagement and Change (Item 2 – via VC)
Tim Wright	TW	Director, BIP Programme (Item 5 – via VC)

Agenda

Good Governance			
1	Apologies for Absence	Chair	13.30-13.45
	Declarations of Interest	Chair	
1.1	Minutes of the meeting of 22 September - to agree the Minutes of the last meeting as an accurate record and approve the publication of the minutes on the NAO website.	Chair, paper	
1.2	Action Points - to receive an update on progress and note the outstanding Action Points.	Chair, paper	
1.3	Matters Arising and Update from C&AG - to raise any Matters Arising and receive an update from the C&AG:	C&AG, paper	
1.4	Parliamentary Update – to receive an update on our work with Parliament from Adrian Jenner, Director of Parliamentary Relations.	AJ, oral	
Support & Advice			
2	NAO People Survey		
2.1	To consider the early findings from the NAO People Survey, and the proposed response.	SR, paper	13.45-14.10
Management and Use of Resources			
3	NAO Strategy: Approval		
3.1	To approve the NAO Strategy for the period 2016-17 to 2018-19 for submission to the Public Accounts Commission.	JG, paper	14.10-14.30
Management and Use of Resources			
4	Risk Management: Audit Quality		
4.1	To consider the framework of controls underpinning the management of the risks to audit quality, informed by the Annual Quality Report (internal) and the AQR Report on the NAO (external – FRC)	MMcG, paper	14.30-15.00
4.2	To consider and approve the NAO's Transparency Report for publication.	MMcG, paper	
Good Governance			
5	Business Improvement Programme: Update		
5.1	To receive an update on the Business Improvement Programme and seek assurance regarding progress.	TW, paper	15.00-15.10
6	Business and Risk Reporting		
6.1	To consider the monthly business and risk reports, and agree any further actions required.	NL, paper	15.10-15.25
7	Audit Committee: Appointment of Independent External Member		
7.1	To approve the appointment of an independent external member to the audit committee, on the recommendation of Joanne Shaw, Chair of the Committee.	JS, paper	15.25-15.30
8	Any Other Business		
	Date and time of next meeting Tuesday November 24 2015, 14.30-16.30	Chair	