



Meeting of the Board
to be held at
the National Audit Office, Blue Mezzanine 7
157 Buckingham Palace Road, London SW1W 9SP
on
20 September 2011 at 13:30

AGENDA

Members		
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
Ed Humpherson	EH	Assistant Auditor General
Paula Hay-Plumb	PHP	Non-Executive Member
Mary Keegan	MK	Non-Executive Member
Michael Whitehouse	MW	Chief Operating Officer
Attendees		
Ruth Brutnall	RB	Board Secretary
Andrew Baigent	AB	Director General, Financial Audit (Items 6 & 7)
Jeremy Lonsdale	JL	Director General, Value for Money Audit (Items 6 & 7)
Helene Morpeth	HM	Audit Committee Secretary (Item 4)
Jim Rickleton	JR	Director General, Finance and Commerce (Items 4 & 5)

1	Apologies for Absence	Chair	13.30- 14.00
2	Declarations of Interest	Chair	
3	<p>Minutes of the meeting of 14 July 2011</p> <p><i>To approve the Minutes of the last meeting as an accurate record and their publication on the website.</i></p> <p>Action Points - to receive an update on and note the outstanding Action Points.</p> <p>Matters Arising - to raise any Matters Arising from previous meetings, not addressed by the formal agenda.</p>	Chair Chair	

	Update from C&AG – <i>to receive an update from the C&AG on matters not covered by agenda.</i>	C&AG – paper	
4	Managing our resources: Use of procurement cards		
4.1	<i>To consider the internal control framework which governs the NAO's use of procurement cards.</i>	MW, paper	14.00- 14.10
5	Business report & Risk Report		
5.1	<i>To receive the business report and risk update for information and comment by exception.</i>	JR & RB paper	14.10- 14.25
6	Delivering the NAO Strategy: Quality		
6.1	<i>To consider the NAO's approach to quality and quality assurance, informed by the following papers:</i> <ul style="list-style-type: none"> • <i>Financial Audit Annual Report</i> • <i>Value for Money Annual Report</i> • <i>Transparency Report</i> 	EH, paper	14.25- 14.55
6.2	<i>To approve the NAO's Transparency Report for publication.</i>	EH, paper	
7	AIU Inspection: Report		
7.1	<i>To receive and consider the AIU's report and Action Plan following its annual inspection of the NAO.</i>	AB, paper	14.55- 15.20
8	Any other business		
8.1	<i>To receive the following papers for information:</i> <ul style="list-style-type: none"> • <i>Minutes of the Audit Committee held on 14 July 2011.</i> • <i>Progress update on the implementation of agreed actions arising from 2010 external auditor's Value for Money report.</i> 	Chair	15.20- 15.30
9	Date and time of next meeting		
9.1	Thursday 20 October 2011 at 13:30	Chair	

The pre-meeting for Non-Executive Members will be held at 13.00.