

NAO BOARD AGENDA

Board meeting – Financial year 2017-18

Room:	Blue Mezz 1
Location:	National Audit Office 157-197 Buckingham Palace Road London, SW1W 9SP
Date:	16 November 2017
Time:	14:30-16:30

Members		
Michael Bichard	MB	Chair
Amyas Morse	C&AG	Comptroller and Auditor General (C&AG)
Rob Sykes	RSy	Non-Executive Member
Ray Shostak	RSh	Non-Executive Member
Janet Eilbeck	JE	Non-Executive Member
Daniel Lambauer	DL	Executive Member, Strategy and Operations
Rebecca Sheeran	RSn	Executive Member, VFM
John Thorpe	JT	Executive Member, Financial
Attendees		
Kate Mathers	KM	Executive Leader, Financial
Stephen Smith	SS	Executive Leader, Financial
Max Tse	MT	Executive Leader, VFM Digital
Chloe Forbes	CF	Head of Corporate Affairs, Governance, and Strategy
Hafsa Khan	HK	Board Secretary
Tim Valentine	TV	Director, Finance
Adrian Jenner	AJ	Director Parliamentary Relations
Mark Allen	MA	Head of Legal and Policy
Rob McCall	RMc	Senior Business Architect, Digital Services
Apologies		
Abdool Kara	AK	Executive Leader, VFM Local Services

ITEM	AGENDA	PRESENTER/ TIMING	
TRANSACTIONAL BUSINESS			
1	Welcome	Chair	14:30- 14:45
1.1	Apologies for Absence		
1.2	Declarations of Interest		
1.3	Minutes of the meeting of 19 October 2017 To approve the Minutes of the last meeting held on 19 October 2017 as an accurate record, and for their publication on the external website.		
1.4	Matters Arising To raise any matters arising.		
1.5	Update from C&AG	C&AG	
1.6	Update on latest developments with PAC and Parliament	AJ	
GOOD GOVERNANCE			
2	Remuneration and Nomination Committee <i>Purpose: Information</i>	RSh	14:45- 14:55
2.1	To receive the draft minutes from the Remuneration and Nominations Committee.		
3	Business Report and Risk Register <i>Purpose: Support and Advice</i>	MA, TV	14:55- 15:05
3.1	To receive this month's Business Report, for information and comment.		
4	FinancialForce Contract <i>Purpose: Support and Advice</i>	SR	15:05- 15:15
4.1	To approve the contract with FinancialForce (FF) with effect from 31 January 2018.		
5	Annual Quality Report 2016-17, and Transparency Report 2016-17 <i>Purpose: Support and Advice</i>	LB, KM	15:15- 15:25
5.1	To approve the annual Quality Report 2016-17, and the annual Transparency report 2016-17 for publication.		
OPERATIONAL INSIGHT			
6	Board Evaluation Conclusion <i>Purpose: Support and Advice</i>	Chair	15:25- 15:35
6.1	This discussion follows the conclusion of Caroline Waters' evaluation, and the Chair has suggested of future ways of working.		
STRATEGIC BUSINESS			
7	NAO Strategy Report 2018-19 <i>Purpose: Support and Advice</i>	CF, TV	15:30- 15:45
7.1	To approve the NAO Strategy 2018-19 report for submission to the Public Accounts Commission.		

8	Update on Cluster Strategic reviews and Work Programme <i>Purpose: Information and comment</i>	CF, TV	15:45- 16:00
8.1	To receive an update on the cluster strategic review process following mid-year reviews, and an overview of the work programme.		
9	The NAO's Digital Strategy <i>Purpose: Support and Advice</i>	MT, DL, RMc	16:00- 16:30
9.1	To discuss and comment on the NAO's Digital Strategy 2017-2020.		
ANY OTHER BUSINESS			
Date and time of next meeting: tbc			