



National Audit Office

NAO BOARD AGENDA

Board meeting – Financial year 2018-19

Room:	Blue Mezz 1
Location:	National Audit Office 157-197 Buckingham Palace Road London, SW1W 9SP
Date:	Thursday 24 January 2019
Time:	14:30-16:30

Members		
Michael Bichard	MB	Chair
Amyas Morse	C&AG	Comptroller and Auditor General (C&AG)
Janet Eilbeck	JE	Non-Executive Member
Clare Tickell	CT	Non-Executive Member
Rob Sykes	RSy	Non-Executive Member
Ray Shostak	RShy	Non-executive Member
Kate Mathers	KM	Executive Member, Financial
Daniel Lambauer	DL	Executive Member, Strategy and Operations
Abdool Kara	AK	Executive Member, VFM Local Services
Attendees		
Max Tse	MT	Executive Leader
Stephen Smith	SS	Executive Leader, Financial
Rebecca Sheeran	RShn	Executive Leader, VFM
John Thorpe	JT	Executive Leader, Financial
Mark Allen	MA	Head of Legal and Policy Advice
Tim Valentine	TV	Director, Finance
Adrian Jenner	AJ	Director Parliamentary Relations
John McCann	JMc	Director, Human Resources
Toby de Chazal	TdC	Head of Information Security, Corporate Assurance
Rob McCall	RMc	Senior Business Architect
Chris Leonard	CL	Head of Internal Communications
Helene Morpeth	HM	International Liaison and Governance Manager
Hafsa Khan	HK	Board Secretary

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 26 November 2019 To approve the Minutes of the last meeting held 26 November 2019 as an accurate record, and for their publication on the external website.		
1.4	Matters Arising		
1.5	Action Log and programme of work To receive the actions from the last meeting, and the Board's programme of work.		
1.6	Update from Comptroller and Auditor General	C&AG AJ	
1.7	Update on latest developments with PAC and Parliament		
GOOD GOVERNANCE			
2	Update on planning for the next Comptroller and Auditor General <i>Purpose: Information</i>	HM Paper	14:45- 14:50
2.1	To receive an update on planning for the next Comptroller and Auditor General.		
3	Code of Conduct 2019 <i>Purpose: Information and approval</i>	JMc Paper	14:50- 14:55
3.1	To approve the code of conduct for 2019.		
4	Gender Pay Gap 2018 report <i>Purpose: Information</i>	JMc Paper	14:55- 15:05
4.1	To receive the gender pay gap report for review before its statutory publication by 31 March 2019.		
5	Update from Audit Committee <i>Purpose: Information</i>	JE Paper	15:05- 15:15
5.1	To receive the minutes and a formal update from the Audit Committee meeting held on 11 December 2018.		
6	External audit value for money study <i>Purpose: Information and approval</i>	JE Paper	15:15- 15:20
6.1	To approve the topic for the external audit's value-for-money study for 2019.		
7	Business Report and Risk Register <i>Purpose: Support and advice</i>	MA, JMc, TV Paper	15:20- 15:30
7.1	To receive this month's Business Report and Risk Register for information and comment.		
OPERATIONAL INSIGHT			
8	People survey results <i>Purpose: Support and advice</i>	CL Paper	15:30- 15:45
8.1			

	To discuss the results and findings from the recent people survey results.		
STRATEGIC BUSINESS			
9	NAO Estimate memorandum 2019 <i>Purpose: Support and advice</i>	TV, MCE	15:45- 16:05
9.1	To receive the first draft of the NAO Estimate memorandum 2019 for approval for submission to the Public Accounts Commission by the Board in February.	Paper	
10	Cyber Security Deep Dive <i>Purpose: Information and discussion</i>	PW, TdC,	16:05- 16:30
10.1	To have a deep dive discussion on cyber security.	RMc Paper	
ANY OTHER BUSINESS			
11	Design of Annual Report and Accounts 2018-19 <i>Purpose: Information</i>	Paper	16:30
11.1	To receive the chosen design for the Annual Report and Accounts 2018-19.		
Date and time of next meeting: Thursday 24 January, 14:30-16:30			