



National Audit Office

NAO BOARD AGENDA

Board meeting – Financial year 2019-20

Room:	Blue Mezz 1
Location:	National Audit Office 157-197 Buckingham Palace Road London, SW1W 9SP
Date:	Thursday 25 April 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
Daniel Lambauer	DL	Executive Member
Clare Tickell	CT	Non-Executive Member
Ray Shostak	RSh	Non-Executive Member
Stephen Smith	SM	Executive Member
Rob Sykes	RS	Non-executive Member
Max Tse	MT	Executive Member
Attendees		
Abdool Kara	AK	Executive Leader
Kate Mathers	KM	Executive Leader
Rebecca Sheeran	RShn	Executive Member, VFM
John Thorpe	JT	Executive Member, Financial
Meredith Brown	MB	Diversity and Inclusion lead (item 4)
Maria-Christina Eskioglou	MCE	Head of Strategy and Cooperate Affairs
Kindra Hyttner	KH	Head of Press (item 7)
Adrian Jenner	AJ	Director Parliamentary Relations (items 1 and 7)
Hannah McNicoll	HMcN	Director External Relations (item 7)
Tim Valentine	TV	Director, Finance (items 3 and 5)
Helene Morpeth	HM	Interim Head of Governance

ITEM	AGENDA	PRESENTER/ TIMING
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TRANSACTIONAL BUSINESS			
1	Welcome	Chair	14:30-14:55
1.1	Apologies for Absence		
1.2	Declarations of Interest		
1.3	Minutes of the meeting on 28 March 2019 To approve the minutes of the Board meeting held 28 on March 2019 as an accurate record, and their publication on the external website.		
1.4	Action Log and programme of work To receive the actions from the last meeting		
1.5	Use of NAO corporate seal To authorise the Chair to sign the Register of Sealings to indicate the Board's approval of the use of the NAO seal on 5 April 2019.	HM	
1.6	Update from Comptroller and Auditor General To note the C&AG will provide an update on future changes to audit regulation following Sir John Kingman's review of the Financial Reporting Council.	C&AG	
1.7	Update on latest developments with PAC and Parliament	AJ	
GOOD GOVERNANCE			
2	Appointment of Board Secretary <i>Purpose: approval</i>	Chair	14:55-15:00
2.1	To approve the appointment of Helene Morpeth as Interim Head of Governance and Board Secretary.		
2.2	Remuneration and Nomination Committee <i>Purpose: Information</i> To receive the 2018-19 annual report of the Remuneration and Nominations committee.	CT	
3	2018-19 Annual Report and Accounts and Transparency Report <i>Purpose: information and discussion including views on future closer alignment of the annual report and accounts and the transparency report in 2019-20</i>	HM papers	15:00-15:20
3.1	To comment on the draft (v.1) 2018-19 Annual Report and Accounts.		
3.2	To comment on the draft (v. 2) 2018-19 Transparency Report		
4	2018-19 Diversity and Inclusion Annual Report <i>Purpose: information and discussion</i> To comment on the draft 2018-19 Diversity and Inclusion Annual Report.	MB paper	15:20-15:35
5	Business Report <i>Purpose: support and advice</i>	MA, TV	15:35-15:45
5.1	To receive this month's Business Report for information and comment.	paper	

OPERATIONAL INSIGHT			
6	Board strategy day <i>Purpose: information and discussion</i>	All	15:45-15:50
6.1	To note the strategy day will take place on 16 September. Members are invited to notify the chair and/or board secretary of any particular areas of focus they would like to cover as part of the strategy discussion.		
STRATEGIC BUSINESS			
7	Strategy discussion: client and Parliament feed-back <i>Purpose: information and discussion</i>	HM McN/ KH/ AJ	15:50-16:30
7.1	To discuss the results of the 2018 client and Parliament feed-back exercise.	paper	
ANY OTHER BUSINESS			
Date and time of next meeting: Thursday 23 May 2019, 14:30-16:30			