



National Audit Office

## NAO BOARD

<b>Location:</b>	National Audit Office 4 <sup>th</sup> Floor St Nicholas Building St Nicholas Street Newcastle NE1 1RF
<b>Date:</b>	24 October 2019
<b>Time:</b>	13:30 – 15:30

<b>Members</b>		
Michael Bichard	MB	Chair
Gareth Davies	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
<b>Attendees</b>		
Abdool Kara	AK	Executive Leader, Local public services
Kate Mathers	KM	Executive Leader, Financial Audit
George Crockford	GC	Head of Reporting (via VC)
Chloe Forbes	CF	Head of Strategy and Corporate Affairs
David Aldous	DA	Director PQ (via VC)
Adrian Jenner	AJ	Director Parliamentary Relations (via VC)
John McCann	JMcC	Director HR
Jonny Mood	JM	Director Strategy and Performance
Tim Valentine	TV	Director Finance
Helene Morpeth	HM	Interim Head of Governance

ITEM	AGENDA	PRESENTER/ TIMING	
<b>TRANSACTIONAL BUSINESS</b>			
1	<b>Welcome</b>	Chair	13:30-13:45 15 mins
1.1	<b>Apologies for Absence</b>		
1.2	<b>Declarations of Interest</b>		
1.3	<b>Approval of minutes</b> To approve the minutes of the meeting held on 2 July 2019 as an accurate record, and their publication on the external website.		
1.4	<b>Matters arising</b> To note that Janet Eilbeck was re-appointed by the Public Accounts Commission (TPAC) on 15 October 2019 for a further final 3 years as non-executive member of the Board.		
1.5	<b>Action Log</b> To note progress on the board action log.		
1.6	<b>Update from the Comptroller and Auditor General (C&amp;AG)</b> To receive the C&AG's update since the last meeting.	C&AG	
1.7	<b>Update on latest developments with PAC and Parliament</b> To receive the Parliamentary verbal update since the last meeting.	AJ	
<b>STRATEGIC INSIGHT</b>			
2	<b>Note of Board strategy day</b> <i>Purpose: information</i>	Chair / JM	13:45-13:55 10 mins
2.1	To receive a note of the Board strategy discussion held on 16 September 2019 and update on progress since then.		
3	<b>TPAC strategy document</b> <i>Purpose: discussion and agreement</i>	CF / TV	13:55-14:15 20 mins
3.1	To receive the draft 2020-21 NAO TPAC strategy for comment and agreement, ahead of submission to TPAC on 17 December 2019.		
4	<b>Redmond review</b> [of financial reporting and external audit in local government]	DA	14:15-14:35 20 mins
4.1	<i>Purpose: advice and discussion</i> To discuss the potential implications of the Redmond review on the NAO.		
<b>OPERATIONAL INSIGHT</b>			
5	<b>Audit Code of Practice</b> <i>Purpose: advice and discussion</i>	DA	14:35-14:50 15 mins
5.1	To receive an update on the consultation on the Audit Code of Practice and next steps.		
<b>GOOD GOVERNANCE</b>			
6	<b>External Audit of the NAO</b> <i>Purpose: Information and discussion</i>	DL / JE	14:50-15:05 15 mins
6.1	To receive the external value for money review on NAO's Impact Reporting, and to approve its submission to TPAC.		

6.2	To receive the external auditor's validation of progress on the recommendations for improvement arising from the 2018 review on NAO's contract management.		
7	<b>Business Reports and Risk Register</b> <b>Purpose: progress/updated/discussion</b>	TV/ GC / JMcC / HM	15:05-15:15 10 mins
7.1	To receive the business reports and risk register to 30 September 2019, for information and comment.		
8	<b>Update from the Audit Committee</b> <b>Purpose: Information and approval</b>	JE	15:15-15:20 5 mins
8.1	To receive the update from the meeting of the Audit Committee held on 9 October 2019.		
8.2	To approve the Audit Committee's programme of work in 2019-20.		
9	<b>Remuneration and Nominations Committee</b> <b>Purpose: Information</b>	CT	15:20-15:25 10 mins
9.1	To receive an update from the Remuneration and Nominations Committee meeting held earlier in the morning (24 October).		
9.2	To note the timeline for the appointment of Michael Bichard's successor as Chair from 10 January 2021 and two new non-executive members in light of vacancies arising when Rob Sykes and Ray Shostak's respective terms of office come to an end on 31 December 2020.	HM	
<b>ANY OTHER BUSINESS</b>			
10	<b>Feed-back</b>	HM	15:25-15:30 5 mins
10.1	To provide feed-back on the Board meeting e.g. have the papers supported a good discussion?		
<b>Date and time of next meeting: 21 November 2019 at 14:30 at BPR</b>			