Meeting of the Board
to be held at
the National Audit Office, Blue Mezzanine 7
157 Buckingham Palace Road, London SW1W 9SP
on 20 November 2014 at 13.30

AGENDA

Members			
Andrew Likierman	AL	Chair	
Amyas Morse	AM	Comptroller and Auditor General (C&AG)	
Gabrielle Cohen	GC	Executive Leader	
Naznin Coker	NC	Non-Executive Member	
Gillian Guy	GG	Non-Executive Member	
Paula Hay-Plumb	PHP	Non-Executive Member	
Mary Keegan	MK	Non-Executive Member	
Michael Whitehouse	MW	Chief Operating Officer	
John Thorpe	JT	Executive Leader	
Attendees			
Toni Whitby	TW	Interim Board Secretary	
Gurdip Juty	GJ	Financial Controller	(Item 2&3)
Sally Howes	*SH*	*Executive Leader*	*(Item 3)*
Nick Lacy	*NL*	*Head of Policy*	*(Item 3)*
Vicky Cox	*VC*	*Head of Facilities*	*(Item 3)*

TRANSACTIONAL BUSINESS			
1	***Objective Area: Good Governance***		13.30-13.55
1.1	**Apologies for Absence**	Chair	
1.2	**Declarations of Interest**	Chair	
1.3	**Minutes of the meeting of 23 October 2014** To approve the Minutes of the last meeting as (a) an accurate record; and (b) their publication on the website	Chair (paper)	
1.4	**Action Points** To receive an update on and note the outstanding Action Points	Chair (paper)	
1.5	**Feedback from TPAC Hearing on 6 November on appointment of NEDs to Board**	Chair	
1.6	**Matters Arising** To raise any Matters Arising		
1.7	**Update from C&AG** To receive an update from the C&AG	C&AG (paper)	
1.8	**Update on the latest developments with PAC and Parliament**	GC, oral	

1.9	**Oral Update from the Chair of the Audit Committee** from the morning's meeting	GG, oral	
2 2.1 2.2	***Objective Area Good Governance*** **Business Report and Risk Report** To receive the October Business Report To receive the October Risk Report *Noting deep dive discussion on Moderated Feedback and wider risks at Item 5*	GJ (papers)	13.55- 14.10
STRATEGIC BUSINESS			
3 3.1 3.2 3.3	***Objective Area: Use of Resources*** To receive an update on ERP. As requested the IT Strategy is provided to give context Consideration of the Facilities Contract | Approval for the expenditure for the new 'Manned Guarding & Reception' contract and 'Total Facilities Management' contract Timely Escalation of Information on Contracts | Information Requirements for the Board	GJ | SH (paper) VC (paper) NL (paper)	14.10- 14.40
4	***Objective Area: Good Governance*** **Reappointment of the External Auditors** Under legislation, the Board has to reappoint the External Auditors annually.	GG (paper)	14.40- 14.45
5	***Objective Area: Support and Advice*** **Moderated Feedback 2014** Discussion of the NAO's relationships with its stakeholders, informed by feedback from 2014 Moderated Feedback process; and how this informs our risk management	GC (paper)	14.45- 14.55
6 6.1 6.2 6.3	***Objective Area: Good Governance*** **Work Programmes** To receive the *draft* Board Objectives and Work Programme for 2015 which will go to the Board at its first meeting in 2015 for consideration and approval. To receive the *draft* Audit Committee's Work Programme for 2015 which will be considered and approved by the Board at its first meeting in 2015. To receive the *draft* Remuneration & Nominations Work Programme for 2015 which will be considered and approved by the Board at its first meeting in 2015.	 Chair (paper) GG (paper) PHP (paper)	14.55- 15.00
7	***Objective Area: Good Governance*** **Remuneration and Nominations Committee Annual Report** To receive the first Annual Report of the work of Remco	PHP (paper)	15.00- 15.05
8	***Objective Area: Good Governance*** **Audit Committee** To receive a Half Year Report from the Chair of the Audit Committee	GG (paper)	15.05- 15.10
9 9.1	***Objective Area: Good Governance*** **Terms of Reference and Standing Orders Review | Board** Annually review and consider the Board's Terms of Reference and Board's Standing Orders	TW (paper)	15.10- 15.20

	[To note that the Remuneration and Nominations Committee have reviewed and considered their ToR which will go to the Board at its first meeting in 2015 for consideration and approval.] *[To note the Audit Committee's ToR were considered and approved by the Board in September 2014]*		
10	***Objective Area: Good Governance*** **Chair and Non Executive Members** Chair and Non Executive Members stepping down	TW (paper)	15.20- 15.25
11	**Any Other Business**		15.25- 15.00
11.1 11.2 11.3	To receive the draft minutes of the Remuneration & Nominations Committee meeting on 23 October 2014 Brief on Employment Appeal Tribunal to be heard at a one day hearing planned for 15 December 2014. To receive the NAO Strategy 2015-16 to 2017-18	(paper) (paper) Final doc.	
	DATE AND TIME OF NEXT MEETING The first meeting in 2015 is proposed Thursday 22 January 2015.		