



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 29 November 2018
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
Tim Valentine	TV	Director, Finance
Adrian Jenner	AJ	Director Parliamentary Relations
John McCann	JMc	Director, Human Resources
Peter Smithson	PS	Director, IT Audit
Steven Corbishley	SC	Director, Delivery Through Networks
Andy Fisher	AF	Audit Manager, Value for Money, Practice and Quality
Hannah McNicholl	HMc	Director, External Communications
Kindra Hyttner	KH	Head of Media and Digital Communications
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 25 October 2018 To approve the Minutes of the last meeting held 25 October 2018 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 C&AG	C&AG	
1.7	Update on latest developments with PAC and Parliament	AJ	
GOOD GOVERNANCE			
2	Remuneration and Nomination Committee Update <i>Purpose: Information and approval</i>	CT	14:45- 14:50
2.1	To receive the minutes from the Remuneration and Nomination Committee meeting held on 29 November 2018.	Paper	
2.2	To approve the programme of work for the Remuneration and Nomination Committee meeting for the year 2018-19.		
3	Business Report <i>Purpose: Support and Advice</i>	JMc, TV	14:50- 15:00
3.1	To receive this month’s Business Report for information and comment.	Paper	
4	Annual Quality Report 2017-18 <i>Purpose: Information and approval</i>	SC, AF	15:00- 15:15
4.1	To approve the annual Quality report 2018.	Paper	
OPERATIONAL INSIGHT			
5	Cluster Accountability and Strategic Review process <i>Purpose: Support and Advice</i>	MCE	15:15- 15:30
5.1	To receive an update on the cluster strategic review process following mid-year reviews, and an overview of the work programme.	Paper	
STRATEGIC BUSINESS			
6	IT Audit <i>Purpose: Support and Advice</i>	PS	15:30- 16:00
6.1	To discuss the use of IT audit in NAO work.	Paper	
7	External Communications Strategy <i>Purpose: Support and Advice</i>	HMc, KH	16:00- 16:25
7.1	To receive the External Communications Strategy for 2019-2022.	Paper	

ANY OTHER BUSINESS			
8	Annual Report and Accounts 2018-19 <i>Purpose: Support and Advice</i>		16:25-16:30
8.1	To approve the timetable of the annual report and accounts 2018-19.		
Date and time of next meeting: Thursday 24 January, 14:30-16:30			