



National Audit Office

BOARD AGENDA

Location: National Audit Office
15-197 Buckingham Palace Road, London
SW1W 9SP

Date: 2 March 2020

Time: 12:00 – 14:00 Blue Mezz 0

Members		
Michael Bichard	MB	Chair, Non-Executive Member
Janet Eilbeck	JE	Non-Executive Member
Ray Shostak	RSh	Non-Executive Member
Rob Sykes	RS	Non-Executive Member
Clare Tickell	CT	Non-Executive Member
Gareth Davies	C&AG	Comptroller and Auditor General (C&AG)
Daniel Lambauer	DL	Executive Director
Stephen Smith	SM	Executive Director
Max Tse	MT	Executive Director
Attendees		
Abdool Kara	AK	Executive Director
Elaine Lewis	EL	Executive Director
Kate Mathers	KM	Executive Director
Rebecca Sheeran	RS	Executive Director
Chloe Forbes	CF	Head of Strategy and Corporate Affairs
Jonny Mood	JM	Director Strategy & Innovation
Nigel Terrington	NT	Director Strategy & Performance
Tim Valentine	TV	Director Finance
Helene Morpeth	HM	Head of Governance and Risk

ITEM	AGENDA	PRESENTER/ TIMING	
TRANSACTIONAL BUSINESS			
1	Welcome	Chair	12:00-12:10 (10 mins)
1.1	Apologies for Absence To note that apologies for absence have been received from Stephen Smith.		
1.2	Declarations of Interest		
	Approval of minutes		
1.3	To approve the minutes of the meeting held on 23 January 2020 as an accurate record, and their publication on the external website.		
1.4	To approve the note of the Board strategy day held on 16 January 2020.		
1.5	Matters arising ○ <u>TPAC strategy hearing</u>: to note the meeting will be held on 24 March. ○ <u>Chair succession</u>: to note that the advertisement for the next Chair was launched on 10 February. Closing dates for applications is 8 March. ○ <u>Feed-back discussion with the Board</u>: to note that the Chair is in the process of completing his feed-back discussion with the non-executive and executive members of the Board.		
1.6	Action Log To note progress on the Board action log.	C&AG	
1.7	Update from the Comptroller and Auditor General (C&AG) To receive the C&AG's update since the last meeting.	C&AG	
1.8	Update on latest developments with PAC and Parliament To receive the Parliamentary verbal update since the last meeting.		
STRATEGIC INSIGHT			
2	5-year NAO strategy	C&AG	12:10:13:00 (50 mins)
2.1	Purpose: approval To approve the NAO 5-year strategy ahead of its submission to TPAC.		
OPERATIONAL INSIGHT			
3	Organisational Development Plan Purpose: support and advice	C&AG	13:00-13:45 (45 mins)
3.1	To discuss the proposed new structure and culture that will enable the delivery of the 5-year strategy.		
3.2	Update on NAO's international work Purpose: for discussion and approval To receive an update on working with the Department for International Development.	DL	13:45-13:55 (10 mins)
ANY OTHER BUSINESS			
4.	NAO corporate seal	HM	13:55-14:00 (5 mins)
4.1	To note that the NAO seal has been applied to the lease to sub-let office space in zone Blue 3.		
4.2	Feed-back To provide feed-back on the Board meeting.	ALL	

Date and time of next meeting: 26 March 2020 at 11:15 at BPR			