



FLS AUDIT & RISK COMMITTEE MEETING (ARC)
10:30am – 1:00pm, 3rd Sept 2024
Apex 1, Edinburgh (Livingstone Rm) and MS Teams

AGENDA

Agenda Items:	Lead:	Paper:	Timings:
1. Welcome & Declarations of Conflicts of Interest	MP	Verbal	10:30 – 10:35
2. Minutes and matters arising: 10 June 2024	MP	Verbal	10:35 – 10:40
• Action Points	MP	Verbal	10:40 – 10:45
3. Annual Report & Accounts FY 23/24			
a) FLS Overview	JS/DM	ARC 8/24	10:45 – 11:05
b) External Audit – FLS Accounts FY 23/24: Annual Audit Draft Report	AP/HMcK	ARC 9/24	11:05 – 11:35
4. Audit			
a) Internal Audit - Progress report FY 24/25	KM	ARC 10/24	11:35 – 11:50
b) Audit Recommendations and Actions – Progress Update	MH	ARC 11/24	11:50 – 11:55
5. Break			11:55 – 12:00
6. Risk			
a) New/emerging business and potential risks	KQ	Verbal	12:00 – 12:10
b) FLS Risk Register and update	MH	ARC 12/24	12:10 – 12:20
7. AOB			
a) Deep Dive – Next Theme	MH	Verbal	12:20 – 12:25
8. Chair Reflections & Handover	MP	Verbal	12:25 – 12:35
9. Meeting Between Non-Executive Advisors and External / Internal Audit		Verbal	12:35 – 13:00
10. Close			13:00

Attendees: Mark Pountain (MP), Chair, Non-Exec
Jo O'Hara (JO'H), Non-Exec
Clea Warner (CW), Non-Exec
Lyndon Jones (LJ) Non-Exec
Kevin Quinlan (KQ), Chief Executive FLS
Michael Hymers (MH), Director of Corporate Services FLS
Donna Mortimer (DM), Chief Financial Officer FLS
Jennie Smith (JS), Deputy Head of Finance FLS
Iain Gray (IG), Senior Financial Accountant FLS
Kate Moffat (KM), Head of Internal Audit, SGIAD
Alison Thomson (AT), Internal Audit, SGIAD
Ashley Green (AG), Internal Audit, SGIAD (Observer)
Hannah McKellar (HMck), Grant Thornton UK LLP (External Audit)
Angela Pieri (AP), Grant Thornton UK LLP (External Audit)
Sophia Christopoulos (SC), Secretariat Assistant FLS (Minutes)

Apologies: Therese O'Donnell (TO'D), Non-Exec
Rhondda Salmond (RS), Change Manager FLS

Microsoft Teams meeting

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