



FLS AUDIT & RISK COMMITTEE MEETING

14:00pm – 16:45pm, 23 November 2021

AGENDA

Agenda Items:	Lead:	Paper:	Timings:
1. Welcome & Declarations of Conflicts of Interest	MP	Verbal	14:00 – 14:05
2. Minutes and matters arising: 27 Sept 2021	MP	Verbal	14:05 – 14:10
• Discussion on Assurance Reporting	MP	Verbal	14:10 – 14:25
3. Risk			
a) New/emerging business and potential risks	SH	Verbal	14:25 – 14:45
b) FLS Risk Register and update	MH	ARC 09/21	14:45 – 14:55
4. Health & Safety Audit – Progress Update	JL	Verbal	14:55 – 15:15
5. FLS Annual Report & Accounts FY 20/21 Overview	SH/DM	ARC 10/21	15:15 – 15:30
6. Audit			
a) Internal Audit – Progress Report FY 21/22	KM	ARC 11/21	15:30 – 15:45
b) Audit Scotland – FLS Accounts FY 20/21 Cover Letter	MT	ARC 12/21	15:45 – 16:00
c) Audit Scotland – FLS Accounts FY 20/21: Annual Audit Draft Report	MT	ARC 13/21	16:00 - 16:15
7. AOB	MP	Verbal	16:15 – 16:20
8. Break			16:20 – 16:30
9. Meeting Between Non-Executive Advisors and Audit Scotland / Internal Audit		Verbal	16:30 – 16:45
10. Close			16:45

Attendees: Mark Pountain (MP), Chair, Non-Exec
Pamela Zielinski (PZ), Non-Exec
Lisa Tennant (LT), Non-Exec
Simon Hodgson (SHo), Chief Executive FLS
Graeme Hutton (GH), Director of Business Services FLS
Michael Hymers (MH), Director of Corporate Services FLS
Donna Mortimer (DM), Head of Finance & Procurement FLS
Rhondda Salmond (RS), Change Manager FLS
Mark Taylor (MT), Audit Scotland
Stephanie Harold (SHa), Audit Scotland
Emma Keggans (EK), Audit Scotland
Kate Moffat (KM), Head of Internal Audit, SGIAD
Amy Grant (AG), Internal Audit, SGIAD
Alison Thomson (AT), Internal Audit, SGIAD
Simon Phillips, Business Services Liaison Manager FLS (Minutes)

Others: Jason Liggins (JL), Head of Health, Safety and Wellbeing FLS
Mary Fitzgerald, Deputy Head of Finance FLS