



FLS AUDIT & RISK COMMITTEE MEETING (ARC)
10:00am to 12:30pm, 5 July 2023
Silvan House (Argyll Rm) and MS Teams

AGENDA

| Agenda Items: | Lead: | Paper: | Timings: |
|---|--------------|---------------|-----------------|
| 1. Welcome & Declarations of Conflicts of Interest | MP | Verbal | 10:00 – 10:05 |
| 2. Minutes and matters arising: 23 March 2023 | MP | Verbal | 10:05 – 10:10 |
| • Action Points | MP | Verbal | 10:10 – 10:15 |
| 3. Risk | | | 10:15 – 11:00 |
| a) New/emerging business and potential risks | SH | Verbal | |
| b) Deep Dive: Timber Sales Forecast and Risk | GP | Verbal | |
| c) FLS Risk Register and update | MH/RS | ARC 01/23 | |
| 4. Audit | | | 11:00 – 11:50 |
| a) External Audit – Management Report | HMCK | Verbal | |
| b) Internal Audit - Progress report | KM | ARC 02/23 | |
| c) Internal Audit – Annual Assurance | KM | ARC 03/23 | |
| d) Audit Recommendations and Actions – Progress Update | RS | ARC 04/23 | |
| 5. 2022/23 Annual Report and Accounts | | | |
| a) Preparations and update | DM/JS | Verbal | 11:50 – 12:00 |
| 6. AOB | MP | Verbal | 12:00 – 12:05 |
| 7. Break | | | 12:05 – 12:10 |
| 8. Meeting Between Non-Executive Advisors and Grant Thornton UK LLP / Internal Audit | | Verbal | 12:10 – 12:30 |
| 9. Close | | | 12:30 |

Microsoft Teams meeting

[Click here to join the meeting](#)

Meeting ID: 393 855 342 622

Passcode: i3M2rR

Or call in (audio only)

[+44 131 376 2847,,241131019#](#) United Kingdom, Edinburgh

Phone Conference ID: 241 131 019#

Attendees: Mark Pountain (MP), Chair, Non-Exec
Clea Warner (CW), Non-Exec
Therese O'Donnell (TO'D), Non-Exec
Jo O'Hara (JO'H), Non-Exec
Simon Hodgson (SH), Chief Executive FLS
Michael Hymers (MH), Director of Corporate Services FLS
Donna Mortimer (DM), Chief Finance Officer FLS
Jennie Smith (JS), Financial Controller FLS
Rhondda Salmond (RS), Change Manager FLS
Kate Moffat (KM), Head of Internal Audit, SGIAD
Amy Grant (AG), Internal Audit, SGIAD
Hannah McKellar (HMck), Grant Thornton UK LLP (External Audit)
Angela Pieri (AP), Grant Thornton UK LLP (External Audit)
Sophia Christopoulos (SC), Admin Officer FLS (Minutes)

Others: Graeme Prest (GP), Director of Land Management and Regions FLS