

Quality Meat Scotland

Audit & Risk Management Committee

QUALITY MEAT SCOTLAND

Minutes of the Audit and Risk Management Committee Meeting
18th October 2023, 2pm – 5pm
Microsoft Teams

Present:

Ann Irvine - Chair
Gordon Wallace
Pete Brown

Minutes:

Kirsty McCormack

In attendance:

Debbie Phillips (QMS)
Pamela Byrne (External Auditor - Audit Scotland)
Paul Byrne (Accountant)
Sarah Millar (QMS)

Apologies:

Niall Jeffrey

1.	Welcome & Apologies	ACTION
	<p>Ann Irvine welcomed everyone to the meeting.</p> <p>Apologies received: Niall Jeffrey</p>	
2.	Additions to the agenda	
	<p>There were no additions to the agenda.</p> <p>Debbie Phillips advised that usually we would have an internal audit update on the agenda for the October meeting however there has not been one to report on since the last meeting. The next audit is taking place in December which is Procurement and Market Intelligence will take place in the new year.</p>	
3.	Declaration of interests in any agenda item	
	<p>There were no declarations of interests in any agenda item.</p>	
4.	Approve Minutes of meeting on the 25 th July 2023	
	<p>The committee approved the minutes as an accurate record of the meeting</p>	

	<ul style="list-style-type: none">▪ Wednesday 4th June 2024 at 1.30pm (dependant on board meeting)▪ Wednesday 16th October 2024 at 1.30pm	
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