

**THE FIFE COUNCIL - STANDARDS, AUDIT AND RISK COMMITTEE – BLENDED MEETING**

**Committee Room 2, Fife House, North Street, Glenrothes.**

**17 August 2023**

**10.00 am – 10.45 am**

**PRESENT:** Councillors Dave Dempsey (Convener), Al Clark, Graeme Downie, Gary Holt, Sarah Neal, Gordon Pryde, Ann Verner and Ross Vettraino (substituting for John Beare).

**ATTENDING:** Elaine Muir, Head of Finance, Pamela Redpath, Service Manager, Audit and Risk Management Services; Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Manager, Committee Services, Wendy MacGregor, Committee Officer and Fiona Smyth, Data Protection Officer, Legal and Democratic Services.

**APOLOGIES FOR ABSENCE:** Councillors Tom Adams, Lesley Backhouse and John Beare.

**51. DECLARATIONS OF INTEREST**

No declarations of interest were submitted in terms of Standing Order No.22.

**52. MINUTE**

The committee considered the minute of the meeting of the Standards, Audit and Risk Committee meeting of 30 June 2023.

**Decision**

The committee:-

- (1) noted in relation to para. 45(2), that members had received a briefing note on issues and challenges with the operation and maintenance of hybrid (hydrogen/diesel) vehicles and that the Convener of the Environment, Transportation and Climate Change Scrutiny Committee had agreed to include hybrid vehicles as a future scrutiny item; and
- (2) agreed to approve the minute.

**53. DATA PROTECTION REPORT ANNUAL REPORT 2022/23**

The committee considered an annual report by the Data Protection Officer, Legal and Democratic Services highlighting key data protection statistics for Fife Council, major developments in relation to data protection law and practice and Fife Council data protection priorities, for the period 1 April 2022 – 31 March 2023.

**Decision**

The committee:-

- (1) noted the work undertaken across the council to ensure continued compliance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018;
- (2) acknowledged the work of the Data Protection Team, providing continued support to services across the council to develop processes and embed systems which would comply with the councils data protection obligations;
- (3) noted the performance detailed in the report; and
- (4) noted that a training package was being considered for all elected members on Data Protection (including responsibilities and roles as a data controller) and Freedom of Information and would be delivered by Legal and Democratic Services in the future.

**54. 2023/24 ISSUED AUDIT REPORTS**

The committee considered a verbal update by the Service Manager, Audit and Risk Management Services, on the formal follow up audit report on Safeguarding, which would be issued to members once finalised.

The fieldwork for the follow-up audit, highlighted that significant improvement had been made. All recommendations from the original audit report had been fully implemented, with the exception of one outstanding element relating to the updating of relevant role profiles, which was partially implemented. The management action was, to explore options around the most efficient way to update the role profiles by 31 May 2023, which had been completed.

The Service Manager, Audit and Risk Management Services advised members that the outstanding element was not a significant issue, given enhanced controls implemented and that job adverts included the requirement to be registered with the Scottish Social Services Council (SSSC). Once finalised, the formal audit report would be submitted to the committee for consideration at it's next committee meeting.

**Decision**

The committee noted the verbal update from the Service Manager, Audit and Risk Management Services.

**55. AUDIT SCOTLAND'S FRAUD AND IRREGULARITY ANNUAL REPORT 2022/23**

The committee considered a report by the Service Manager, Audit and Risk Management Services providing a summary of the national report compiled by Audit Scotland for public bodies and auditors.

**Decision**

The committee noted the contents of Audit Scotland's 2022/23 Annual Report on Fraud and Irregularity detailed at Appendix A to the report.

**56. FIFE IJB 2022/23 ANNUAL INTERNAL AUDIT REPORT**

The committee considered a report by the Service Manager, Audit and Risk Management Services for information only, on the Fife Integration Joint Board (IJB) 2022/23 Annual Internal Audit Report.

**Decision**

The committee noted the contents of the Fife Integration Joint Board (IJB) 2022/23 Annual Internal Audit Report detailed at Appendix 1 to the report.

**57. STANDARDS, AUDIT AND RISK COMMITTEE FORWARD WORK PROGRAMME**

The committee considered the Standards, Audit and Risk Committee forward work programme.

**Decision**

The committee:-

- (1) noted the contents of the Standards, Audit and Risk Committee Forward Work Programme; and
- (2) noted that the Annual Accounts were expected to be submitted for consideration to the committee meeting on 28 September 2023 by the external auditors and that confirmation would be issued to members in the event that the meeting on 30 October was not required and would be cancelled.