

**AUDIT AND INSPECTION POSITION STATEMENT  
SFRS SMARTEU (SCOTTISH MULTI-AGENCY RESILIENCE TRAINING AND EXERCISE UNIT) COVID 19 STRUCTURED DEBRIEF  
SUMMARY, REPORT AND ACTION PLAN**

**Opening Position Statement as at May 2022:**

No opening statements are available for these actions due to the addition of the Position Statement template to the Audit and Inspection process after the publication date and governance cycle start.

<b>Recommendation 1</b>	SFRS should consider the retention of task cards and extend the use beyond the current COVID response with expansion to wider SFRS tasks.
<b>Action SMARTEU 1</b>	Carry out a review and agree future use/expansion of task cards across other SFRS tasks.
<b>Closing position statement at June 2022</b>	The review of the task cards and their use was undertaken. This process was completed and presented to the Good Governance Board in June 2022.
<b>Recommendation 2</b>	SFRS should permanently adopt the agile working framework with a strong focus on empowering staff to work from home where appropriate.
<b>Action SMARTEU 2</b>	Adoption of the Agile Working Framework.
<b>Closing position statement at February 2022</b>	Continued promotion of the Agile Working Framework, including sessions to support managers in agreeing appropriate, agile arrangements with team members is taking place. Implementation of a phased approach to returning to the office, with the opportunity for colleagues to blend office and home working based in individual preferences and organisational needs is available for staff.
<b>Recommendation 3</b>	SFRS should conduct a training review to establish what training products can be delivered 'remotely' on a permanent basis.
<b>Action SMARTEU 3</b>	Carry out training review to establish remote training products that can be delivered on a permanent basis.
<b>Closing position statement at September 2022</b>	<p>A review was undertaken in September 2022 and included the piloting of a number of subject matters which gave the early indication of the requirement of a hybrid and flexible model for all subject matters. Exploration was undertaken with regards to Health and Safety and Incident Command Training being carried out online and a further comprehensive list of training courses was created.</p> <p>Training Group Commanders will continue to identify courses that are, or can be, delivered via a hybrid/online model and will apply changes through Business as Usual (BAU) means. This will be achieved through monthly reviews to continually update and assess further possible courses that can be delivered in this way.</p> <p>Evidence to support: - Communication to staff and managers Manager awareness sessions iHub information and resources</p>

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<b>Recommendation 4</b>	The provision of important corporate communication to SFRS volunteers should be reviewed to establish how they could best be kept apprised of important messaging in line with the rest of the service.
<b>Action SMARTEU 4</b>	Review corporate communication methods used to share important information with SFRS Volunteers.
<b>Closing position statement at July 2022</b>	Through the work of the National On-Call Forum, a dedicated On-Call SharePoint site was established which can be accessed remotely and this includes the ability for On-Call staff to provide feedback, comments and suggestions. Also, we have now solved the issues around iHub remote access so that anyone can view the site on any device via their O365 log in details. A more structured Managers' Cascade Team Brief has been introduced to support managers in team meetings and the iHub review will also hopefully facilitate a more personalised intranet which will mean content is targeted better to ensure it is relevant for staff.
<b>Recommendation 5</b>	SFRS should retain the need for Home Fire Safety Visits (HFSV) to be limited to those identified at high risk.
<b>Action SMARTEU 5</b>	Carry out review and agree future direction for Home Fire Safety Visits and Smoke Detector fitting.
<b>Closing position statement at September 2022</b>	A review of the SFRS Home Fire Safety Visit (HFSV) programme is underway with the initial options paper having been presented to the Strategic Leadership Team and further taken through governance structures to ensure Home Fire Safety Visit (HFSV) Programme is developed to address the risks of fire in the most effective manner and is targeted to risk. The options within this paper are currently being refined with consideration being given to emerging issues regarding the longevity of the Community Safety Emergency Toolkit (CSET) system and the development of a sustainable position for the service regarding the fitting of Smoke Detection during Home Fire Safety Visits. HFSVs were discussed at the Service Delivery Committee (29 November 2022). It was agreed that the current delivery model should be reviewed, with a focus on quality (i.e. those most at risk) rather than quantity. The Service is unable to make any changes to the CSET system so changing current Home Fire Safety Visit (HFSV) policy is not feasible. However, a move to Safe and Well will ensure there is a focus on those most at risk and an emphasis on partner referrals. There are also ongoing discussions relating to associated performance indicators. SFRS Senior Management Board have agreed to close this action as there is clear evidence that the recommendation has been given due regard.

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<b>Recommendation 6</b>	SFRS should review the frequency of Breathing Apparatus (BA) checks required with a view of retaining the revised frequency.
<b>Action SMARTEU 6</b>	Review the frequency of Breathing Apparatus (BA) checks with a view of retaining the revised frequency.
<b>Closing position statement at August 2022</b>	A review of the frequency of Breathing Apparatus (BA) check process was undertaken and as of 18 August 2022, the frequency of Breathing Apparatus (BA) set testing returned to Business as Usual (BAU) pre-Covid, to full general check, therefore twice daily general checks will be carried out.
<b>Recommendation 7</b>	SFRS should communicate the finding of the debrief report and share the report across the workforce.
<b>Action SMARTEU 7</b>	Communicate findings of the debrief report across the SFRS Workforce.
<b>Closing position statement at July 2022</b>	The finding of the debrief report and the Action Plan were communicated to all staff via the Weekly Brief in July 2022.