



## HM Fire Service Inspectorate

### Annual statement of compliance Year 2023/2024

#### Public Services Reform (Scotland) Act 2010

##### Section 31 reporting

###### (a) Expenditure incurred during the year

- Public relations\*: £12,675
- Overseas travel: nil
- Hospitality and Entertainment\*\*: £931
- External consultancy: nil

\*in line with issued guidance, expenditure on public relations includes the cost of producing inspection reports

\*\*during 2023/2024 there was cost associated with the provision of catering and soft drinks for a reception in the Scottish Parliament to acknowledge the 75<sup>th</sup> anniversary of HMFSI in Scotland

###### (b) Payments with a value in excess of £25,000: nil

###### (c) The number of individuals who received remuneration in excess of £150,000: nil

##### Section 32 reporting

This statement applies to the Chief Inspector of the Scottish Fire and Rescue Service with regard to:

- ‘promote and increase sustainable growth through the exercise of the functions’
- ‘improve efficiency, effectiveness and economy in the exercise of the functions’

HM Fire Service Inspectorate (HMFSI) is tasked with inspecting the Scottish Fire and Rescue Service (SFRS). Scrutinising and supporting improvement in the provision of fire and rescue has an impact on the social, personal and economic factors related to community safety in Scotland.

In our inspection work we have sought to balance the need for rigour and public protection with support for the development and service delivery of the SFRS by delivering scrutiny work that is proportionate and based on risk and intelligence.

We have continued our approach to our remodelled inspection methodology that inspects the SFRS at Service Delivery Area level. Our thematic inspection work has had a focus on outcomes for people. We produced reports on issues which have a

direct impact on the SFRS and which impact consequently on community safety. We reviewed our performance after each inspection to consider whether the use of our resources could be improved.

We continued to support our staff to increase knowledge, skills, efficiency and effectiveness by the provision of appropriate development sessions on relevant subject areas.

With regard to environmental sustainability, we have taken our climate change obligations into account when planning, implementing and reviewing the operation of our inspection work. We considered the environmental impact of carbon emissions when deciding how and when our staff travel. Our workforce has continued a hybrid work arrangement and made good use of technology for communications, thereby supporting a range of needs, assisting in the balance of personal and working lives and supporting our climate change obligations.

As stewards of public resources, HMFSI recognises its responsibility to deliver value through improvement of its functions and we are conscious of being publicly funded for everything we do.

Our sole source of income for carrying out our duties in Scotland is our annual budget allocation received from the Scottish Government. The Chief Inspector has also provided support and advice to the Department of Health (DoH) in Northern Ireland in relation to fire service matters. All costs associated with this work are recovered in full from the DoH.

We work collaboratively with our staff and effectively have a long standing de facto shared services approach with the Scottish Government for the use of resources, assets, information and communications technology, procurement, and estates.

## **Appendix** Guidance

**Public relations** includes all external communications

- the cost of in-house and contracted staff and consultants.
- marketing
- PR campaigns
- media relations
- marketing research and evaluation
- branding and design
- promotional events
- external events
- conferences and exhibitions
- corporate communications
- sponsorship
- publications and printing
- digital communications
- advertising
- media planning.
- expenditure on external communications relating to the services which the public body provides.

Does not include internal communications, or recruitment advertising

**Overseas travel** includes

- travel to and from the United Kingdom
- the cost of hotels, conference fees, travel and subsistence during the overseas visit and any other related expenditure.

**Hospitality and Entertainment** should be interpreted widely and includes

- gifts (over £25)
- meals
- parties
- receptions
- tickets for or invitations to public, sporting, cultural or other events or other similar benefits to employees or third parties.

Does not include travel and subsistence costs and the reimbursement of expenses incurred in relation to service as an employee.

**External consultancy** includes professional services such as

- management consultancy
- IT consultancy
- financial consultancy
- construction or infrastructure related consultancy
- research and evaluation and policy development (including feasibility studies)

Does not include outsourcing or buying in technical or specialist services such as legal advice and representation or recruitment services.