

EQUALITY ANALYSIS - INITIAL SCREENING TOOL

Title of policy/service/function/procedure/programme/ or strategy being assessed: OP044 Vehicles off the Road Procedure

(Please remember that even informal policies & procedures need to be equality analysed.)

Is it new **or revised**

(If revised, please attach a copy of the original Equality Analysis.)

Senior Manager Responsible _____ Paul Tattam _____

Department _____ Control Services _____

Section _____ Operations _____

EQUALITY ANALYSIS SCREENING TEAM (Please enter below the names of the project team members who carried out this initial screening with you and their role in the screening (e.g. team colleague or critical friend)).

Name	Department	Role
John Hopson	Control Services	Reviewer
Paul Tattam	Control Services	Reviewer
Wendy Cox	Control Services	Reviewer
Katie Lockwood	Control Services	Reviewer
Janice Markey	Equality & Inclusion	Reviewer
Peter Hannell	Operations	Critical friend

Date of screening _____ 5th February 2013 _____

Please summarise below the aims and objectives of this policy/service/function etc. including any intended outcomes.

1. To maximise the availability of the Trust's front-line vehicles to respond to calls and render aid to seriously ill patients, and thereby improve patient care to the people of London;
2. To provide clear guidance to all affected staff groups in order to reduce inconsistencies across the Service;
3. To provide a staged classification system whereby vehicles requesting VOR are either shown as: 'Unavailable', 'Able to Render Aid', 'Able to Respond' or 'Available'.

Please state below who is intended to benefit from this policy/service/function etc. and in what way.

Patients, Service Users and Staff, along with key stakeholders (Police, Fire Brigade, other emergency services etc) should benefit from the revised Policy.

The policy clearly describes the process that should be followed for taking an operational vehicle out of service, identifying the reason for this, as well as stating the type of out of Service code. This removes ambiguity for all involved in the process by having clearly defined actions and responsibilities for each one.

Staff will benefit from a clear and effective procedure allowing consistent decision making by those involved in each request to take a vehicle of the road.

Patients (and other stakeholders) will benefit from less vehicles being of the road, the issues will be clearly defined ensuring that the optimum number of vehicles are available to respond to incidents and calls, with vehicles that are safe, clean and in a condition appropriate for the response required.

Please state in the table below whether the policy/service/function etc. could have any potential impact on anyone from a “protected characteristic” group, whether service users, staff or other stakeholders

“Protected Characteristic Group”	Is there likely to be a positive or neutral impact in regard to:	If the impact is adverse, can this be justified on the grounds of promoting equality of opportunity for a “protected characteristic” group or for another reason?
Age	Positive	
Disability	Positive	
Gender Reassignment	Positive	
Marriage and Civil Partnership (duty only applies to elimination of discrimination)	N/A	
Pregnancy and Maternity	Positive	
Race	Positive	
Religion or Belief	Positive	
Sex	Positive	
Sexual Orientation	Positive	

Can the policy/service/function etc. be used to advance equality and foster good relations, including for example, participation in public life? If so, how?

Not identified at this time

Please provide and summarise below any relevant evidence for your declaration above, including any engagement activities – this could include for example the results of specific consultations, complaints or compliments, customer satisfaction or other surveys, service monitoring and take-up, comments from stakeholders and demographic data.

Having a policy that reduces the amount of vehicles off the road and the amount of time that they are off the road helps to ensure that the optimum number of vehicles can be used for patient care The vehicles that are available will be safe and will be in a better condition,

Evidence

Prior to the introduction of this policy, operational crew staff, and EOC staff were using their own knowledge and understanding of when a vehicle could or could not be off the road. The policy provides a clear and consistent message that all staff are able to follow. Previously operational crews were unable to complete coroners, police or investigative statements.

Anecdotal evidence suggestions that Police and Coroners are no longer having to send multiple requests for statements.

Are there any gaps in the evidence you have which make it difficult for you to determine whether there would be an adverse impact?

No Yes

If yes, please state below how you intend to acquire this evidence and your timescales for doing so.

None identified but this will be subject to further monitoring of process and issues identified.

This will be monitored by assessing the amount of VOR, the time that are vehicles are VOR, as well as assessing the level of compliance for completing various kinds of witness statements. This should be done by the Vehicle Equipment Group at least 1 2 monthly

You must complete a full Equality Analysis if you have identified a positive or negative potential impact for any “protected characteristic” group, which is not legal or justifiable or if you have identified any gaps in evidence which make it difficult for you to determine whether there would be adverse impact. Please insert below any issues you have identified/recommendations for the full Equality Analysis.

None

If you have only identified a neutral or positive impact on any “protected characteristic” group then no further action is required, other than having your Director sign off this form, a copy stored on the shared drive and sent to Communications for publication on the Trust’s website.

Name of Director: Richard Webber
Date: 12th February 2013

Signature:



