

Please refer to the guidance notes “How to carry out an Equality Impact Assessment”	
Document Reference:	Document Title: Strategic Direction for 2007 - 2012
Assessment Date: Monday, 14 April 2008	Document Type:
Responsible Director: Hayden Newton Chief Executive	Lead Manager: Jo Yellon Business Development Director

Step 1:	Identify main aims of policy
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Describe the main aim, objectives and intended outcomes of the proposed project/policy

Aim: To share with stakeholders the strategic direction of the organisation over the next 5 years. To engage staff, other Social Care and NHS partners, the local population, and other political bodies.

Objectives: Prepare for Foundation Trust status, to enable the organisation to make an even greater contribution towards care in the East of England at a regional and local level. To assist in the development of our workforce to improve services. To share with stakeholders our vision and values. To support the reconfiguration of Ambulance Services and to assist the transition into the East of England Ambulance Trust. To enable the organisation to achieve compliance against statutory targets, local and national performance targets and other legal and regulatory obligations.

Intended Outcomes: To become a foundation Trust. To sustain current business and obtain new business opportunities. To deliver service improvements and performance against local and national standards. To continue to add value to the East of England NHS.

Step 2:	Collect and Analyse Information
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Has any previous work or research been done on equality issues in the area of the proposed project/policy? If so, what were they?

Demographics of the population have been analysed and discussion followed around the special needs of the population we serve. Underpinned by Taking Healthcare to the Patient, Our Health, Our Care Our Say. Commissioning and patient led NHS. The operational framework for 2007/8 and the Health Act 2006.

You should ask relevant questions in relation to all the strands equality & diversity, but information gathered should be relevant to your needs that will inform your decisions around the topic you are reviewing. If you identify a need for information that is not available you should consider and plan with the relevant others how this information could be obtained.¹

Gender (including transgender)	Do you have enough information?		No
	What else do you need to know? We have information about the population and data about service users, which needs to be analysed.		
Race	Do you have enough information?		No
	What else do you need to know? We information about the population, and limited data about service users. We need wider data collection and analysis.		
Disability	Do you have enough information?		No
	What else do you need to know? We need data about service users		

¹ Refer your need for information and proposal to the Equality & Diversity Steering Group using a copy of this page with your information before proceeding to ensure all similar requests can be coordinated

Sexual Orientation	Do you have enough information?	Yes	
	What else do you need to know?		
Age	Do you have enough information?		No
	What else do you need to know? user data needs to be analysed		
Religion & Belief	Do you have enough information?	Yes	
	What else do you need to know?		

Step 3: Identify the level of impact

To help you think about this, you should complete the High, Medium, Low table and give reasons/comments for where:

- (a) The policy/strategy/project could have a positive impact on any of the equality target groups or contributes to promoting equality, equal opportunities and improving relations within equality target groups.
- (b) The policy/project/procedure could have a negative impact on any of the equality target groups, i.e. disadvantage them in any way. **If the impact is high, a full Equality Impact Assessment should be completed.**

Equality target	a. Positive impact			b. Negative impact			c. If NONE how did you evidence this?
	Low	None	High	Low	None	High	
Gender (including transgender)	x				x		Service plans offered based on medical need.
Race	x				x		
Disability	x				x		Strategic Direction is planned to improve access to all
Sexual orientation		x			x		
Age			x		x		
Belief and Religion		x			x		

Step 3^a: Decide if policy is equality relevant

Does the proposed project/policy have an explicit focus on inequalities, human rights and diversity? If so, how?

No

Is there a risk that the proposed project/policy may unintentionally mask or cause a negative impact on equality and diversity?

No

Is there a risk of adverse impact? If yes, please list the specific risks. If no, please explain the basis of your judgement.

No

Step 3^b: Record findings and produce action plan

If there are any potential or actual risks, what action will be undertaken to mitigate the specified risks, or to minimise the adverse impact. Within what timescales will this be done, what are the implications on resources and who will be responsible?

Findings	Proposed action	Timescale	Implications on resources	Responsible lead
We need more data and information analysis around population and service users	Source data from appropriate sources	3 months in line with engagement conclusion	Nil	Jo Yellon

Please state how the policy, procedure or process will be monitored for inequalities that may arise after the implementation:

Monitoring service user data and feedback from Service User groups, Complaints and Surveys
Feedback from Staff Survey.

Summary:

On the basis of the information/evidence/consideration so far, do you believe that the proposed project/policy will have a positive or adverse impact on equality or diversity? (please circle one)

Positive Impact		Adverse Impact	
Yes	No	Yes	No

Basis for your judgement: The expectation is to improve access to services for all, and improve the service delivery reaching all parts of the community supporting progressive action plans that include equality, diversity and human rights.

Has a significant adverse impact been identified that requires a Full Equality Impact Assessment?



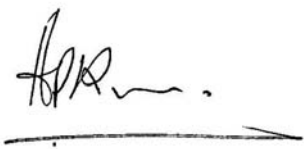
Name of the project/policy lead completing this assessment:

Name: Hayden Newton	Job Title: Chief Executive
Signature:	Date: 4 March 2008

² Please ensure that the arrangements for monitoring the implementation and outcomes are stated in the executive summary

Please email this completed draft document to the Equality & Diversity Lead for initial feedback and monitoring.

This form must accompany all policies and procedures when sent to Trust Board Committee or Group for approval the following summary should be the used as the covering front sheet

Executive Summary Page for Equality Impact Assessment:	
Document Reference:	Document Title: Strategic Direction for 2007 - 2012
Assessment Date: Monday, 14 April 2008	Document Type:
Responsible Director: Hayden Newton Chief Executive	Lead Manager: Jo Yellon Business Development Director
Conclusion of Equality Impact Assessment: it is likely to have positive impact in some areas, but no negative impact identified.	
Recommendations for Action Plan: further data analysis of user data would be helpful to inform the positive progress	
Risks Identified: without useable user information any trends that might have been established will remain unknown.	
Approved by a member of the Executive Team:	
YES	
Name: Hayden Newton	Position: Chief Executive
Signature: 	Date: 14 th April 2008
This whole document should be stored with the master document and a final approved electronic copy must be sent to the Equality & Diversity Lead at Bedford Office	