



**METROPOLITAN
POLICE**

	FREEDOM OF INFORMATION ACT PUBLICATION SCHEME
Protective Marking	Official
Publication Scheme Y/N	Yes
Title	Vuelio System – Equality Impact Assessment
Version	V0.5
Summary	This document is the Equality Impact Assessment for the Vuelio application used by the MPS Press Bureau.
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Author	
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EQUALITY IMPACT ASSESSMENT

STEPS 1 TO 7

STEP 1. Aims and purpose of the proposal / policy

GUIDANCE

Vuelio is the latest version of the AISpotlight/ Solcara/ PressBureau communications management tool that provides a single web-based portal to consistently manage media interactions and incidents. The latest upgraded system, Vuelio, is designed to provide press management solution geared for the Police services with a user-friendly, highly functional and optimisation for busy Police communications teams' requirements.

The upgrade will offer significant benefits in terms ease-of-use, search and functionality, ultimately saving press officers' time whilst achieving better results. Vuelio is now used by a significant number of police forces nationally many subscribing to Vuelio as a hosted service.

STEP 2. Screening process for relevance to diversity and equality issues

GUIDANCE

Each "protected characteristic" in Section 5 has guidance as to what implications / issues you may need to consider.

Does this proposal / policy have any relevance to:		Internal, relevant to staff / or working practices	External, relevant to service delivery	Not relevant to either
A	Age	☐ Yes	☐ Yes	☒ No
B	Deaf and disabled / Disability	☒ Yes	☐ Yes	☐ No
C	Gender Reassignment	☐ Yes	☐ Yes	☒ No
D	Marriage and Civil Partnership (employment only)	☐ Yes	☐ Yes	☒ No
E	Pregnancy and Maternity	☐ Yes	☐ Yes	☒ No
F	Race	☐ Yes	☐ Yes	☒ No
G	Religion or Belief	☐ Yes	☐ Yes	☒ No
H	Sex	☐ Yes	☐ Yes	☒ No
I	Sexual Orientation	☐ Yes	☐ Yes	☒ No
J	Other Issues	☒ Yes	☐ Yes	☐ No

STEP 3. If you have ticked yes to any protected characteristic box in Step 3, a full impact assessment is required.

GUIDANCE

Full assessment required? (If Yes, a full EIA is required.)

☒ Yes

☐ No

STEP 4. Examination of available information

GUIDANCE

Press Bureau team's user community assessment for any current use/deployment of assistive technology - [No one in our team currently uses assistive technology](#)
Review with supplier on the solution's capability to deploy assistive technology

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If there is anything you are unsure of in this first section you can contact the [Strategic Inclusion and Diversity Unit](#) for further information and advice.

STEP 5. Full Impact Assessment Process

STEP 5a. Consultation Log			GUIDANCE
Where are the consultation records stored? (e.g. General Registry, S-Drives etc)			
S: Shared drives			
Name of Business Group / Unit, Association, Stakeholder (External)	Why are you approaching / not approaching them?	Date and method of planned consultation	Outcome of consultation
Supplier (Vuelio)	Advice	01/10/18 – 30/04/19 Verbal communication and emails	Supportive. Application operates under the Windows Operating system.
Media & Communications Directorate	Primary user group	01/08/18 – 30/04/19 Verbal communications, face-to-face meetings and emails	Supportive
Digital Policing	Managing the implementation and providing oversight and governance	01/10/18 – 30/04/19 Verbal communications, face-to-face meetings and emails	Supportive
HQ Strategy & Governance	Information Assurance	01/10/18 – 30/04/19 Verbal communications, face-to-face meetings and emails	Supportive

STEP 5b. EIA Action Plan

From your consultation activities and available information explain within the appropriate Action Plan template the potential positive and / or negative impact of the proposal / policy, internally on members of your workforce and externally on your communities / service delivery:

Age	GUIDANCE	Race	GUIDANCE
Deaf and disabled / Disability	GUIDANCE	Religion or Belief	GUIDANCE
Gender Reassignment	GUIDANCE	Sex	GUIDANCE
Marriage and Civil Partnership (employment only)	GUIDANCE	Sexual Orientation	GUIDANCE
Pregnancy and Maternity	GUIDANCE	Other Issues	GUIDANCE

STEP 5c. Action Plan Template Workforce Impacts (Internal)**GUIDANCE**

Potential positive / negative issues / impacts	Activity	Role Holder	Action By Date	Progress/Timescale/ Monitoring
Disability: Potential impact of people who use assistive technology not being able to use the system Currently there are no users within the user base that deploy assistive technology.	The application is (or could be made to be) compatible with assistive technology (dependent on what it is). The new system will enable the older XP worktops to be retired, enabling a better compatibility with currently available assistive technology. The upgraded version of the Vuelio solution having been developed under best practice	Press Office Manager - Media & Communications Directorate	Ongoing	Initially 1 month following go-live On-going for training and assessment for new users

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	principles will be more adaptable for assistive technology.			
Other Issues: A training package is available from the supplier and could be customised as required. The supplier will provide tailored face to face training and material for the key “power” users within the Media and Communication Directorate. A process of “train the trainer” will be deployed with the “power” users taking responsibility to train the wider group of “read only” users of the system. The total user group for the Press Bureau systems is relatively small and is already managed by the Media & Communication Directorate.	Perform a training needs analysis as required. The process of train the trainer enables subsequent “mop up exercises” to be planned where by users that may be away e.g. annual/sick leave maternity leave etc, may be subsequently trained. The very nature of the Train the Trainer approach enables personalised training to be prepared to cover specific requirements.	Press Office Manager - Media & Communications Directorate	Ongoing	Initially 1 month following go-live On-going for training and assessment for new users

STEP 5d. EIA Action Plan Template Service Delivery Impacts (External)				GUIDANCE
Potential positive / negative issues / impacts	Activity	Role Holder	Action By Date	Progress/Timescale/ Monitoring

?				

STEP 6. Ensure monitoring and review arrangements are put in place**GUIDANCE**

How will the implementation of the proposal / policy be monitored and by whom?

Press Office – Media & Communications Directorate will be responsible for monitoring the usability of the system and the training requirements.

All Public Authorities such as the Metropolitan Police Service (MPS) have to comply with section 149 of the Equality Act 2010 more commonly known as the General Duty.

The Duty requires us to:

- **Eliminate discrimination, harassment and victimisation and any other conduct that is prohibited by or under the Act.**
- **Advance equality of opportunity between people who share a relevant protected characteristic and people who do not share it.**
- **Foster good relations between people who share a relevant protected characteristic and those who do not share it.**

One of the ways we can demonstrate that we are complying with the General Duty is to document how decisions are reached and resulting activities including monitoring and review arrangements. In the MPS, the way we evidence this is by completing EIAs.

What is the timetable for monitoring, with dates?

Upon go live, one month after and ongoing as and when required.

STEP 7. Public availability of reports / result. What are the arrangements of publishing, where and by whom?**GUIDANCE**

The quality Impact Assessment will be published on the MPS Publication Scheme Website