



**Date as per e-mail**

Douglas Adams

Ref: 4407

**Legal Services Department**

Ambulance Headquarters  
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Dear Douglas Adams,

**Re. Freedom of Information Act (FOIA) request**

Thank you for your Freedom of Information Act (FOIA) request made to Yorkshire Ambulance Service NHS Trust, which the Trust received on 2 March 2020.

**Your request**

Please can you detail the job roles dedicated to the COVID-19 response, along with supporting associated information, as below:

- Job title
- Job description
- Pay band
- Count of individuals in this role
- Date that the role first begun
- Current intended date that the role will end on

Please can you confirm who has overall accountability for and who has overall responsibility for the COVID-19 response (this must include the job role but if appropriate, may include the persons name)?

Please can you confirm what arrangements are in place to support the COVID-19 response? This should include for example (but not limited to): conference calls, meetings, amendments to your dispatch or triage software, escalation routes and guidance / policy / procedure documents issued to crews and management.

**Trust response**

Yorkshire Ambulance Service NHS Trust can confirm that it does hold some of this information.

The organisational response to Covid-19 is overseen by the Trust Executive

Group, with the Executive Director of Operations taking the lead role in leading the operational incident response as the Trust's designated Accountable Emergency Officer.

It is not possible to detail all roles dedicated to the Covid-19 response as the management of the Trust's response has required the support of all functions of the organisation, with individuals operating both within their usual roles and others fulfilling different functions to meet specific needs.

The Trust's response to Covid-19 is built around its major incident response process. In addition, the Trust works closely with the wider system; including the relevant national and regional bodies such as Local Resilience Forums, other health and social care providers and commissioners, to tailor the Trust's response to the specific challenges presented by Covid-19.

The Trust relies upon the exemption pursuant to Section 36 of the Freedom of Information Act 2000 for any further information regarding the operational response to Covid-19 as this could prejudice the effective conduct of public affairs of the ambulance service.

If you have any queries about the information which has been provided then please contact the Legal Services Department via email at [yas.foi@nhs.net](mailto:yas.foi@nhs.net). Please remember to quote reference 4407 in any future communications.

The Trust hopes this response meets your requirements but if you are unhappy with the way your request for information has been handled, you can request an internal review by contacting the Legal Services Department via e-mail or at the address shown above. The Trust will only consider requests for internal reviews, which are received within two months of the date of response. This is in line with the Information Commissioner's Office guidance, which can be located here: <https://ico.org.uk/your-data-matters/official-information/>.

If you remain dissatisfied with the handling of your request or internal review, you have a right to appeal to the Information Commissioner's Office. Further information about how to appeal is available on the ICO website at <https://ico.org.uk/make-a-complaint/>. Please note there is no charge for making an appeal.

Yours sincerely,

**Legal Services Department**  
**Yorkshire Ambulance Service NHS Trust**

