

# NHS ELECTRONIC STAFF RECORD

## ESR-NHS0277- GUIDE TO ESRBI VEHICLE MANAGEMENT DASHBOARD

Information Classification: PUBLIC

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### Approvals:

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# DOCUMENT CONTROL

## CHANGE RECORD

Date	Author	Version	Change Reference
02/05/2018	Matt Madya	0.1	Initial Draft
15/10/2018	Matt Madya	1.0	Initial Release
14/01/2019	Matt Madya	2.0	Updated following new ESRBI developments
10/06/2019	Matt Madya	3.0	Updated to correct a formatting issue
04/02/2020	Matt Madya	4.0	Updated following new ESRBI developments
22/03/2021	Matt Madya	5.0	Annual Review
01/04/2022	Matt Madya	6.0	Annual Review
27/10/2023	Matt Madya	7.0	Annual Review
01/03/2025	Matt Madya	8.0	Annual Review

## REVIEWERS

Name	Position
Charlotte Barnett	Assistant Development Advisor - BI
Chris Holroyd	Development Advisor - BI
James Haddon	Senior Development Advisor - BI, Reporting & Data Analysis
Pushpa Mistry	Assistant Development Advisor - HR/OLM/Self Service
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## DISTRIBUTION

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## Design Assumptions

The following design assumptions have been made and can be applied to all analyses and dashboards:

1. All analyses have an export button to enable the user to export to their format of choice.
2. All analyses have an 'Add to Briefing Book' button enabled to allow the user to group national analyses together into a board-report type document.
3. All dashboards are designed on a screen resolution of 1024 x 768 pixels to prevent horizontal scroll bars being displayed (except where wide tables of data are required).

## Examples

Where applicable, the examples included in this document contain fictional data only. The names and other personal details are fictional although look realistic enough to provide a useful example.

## Vehicle Management Dashboard

### Description

This dashboard provides the necessary information to allow users to view all vehicles that have been allocated to staff members, and those that have not been.

### Allocation

This dashboard is available to the following URPs:

XXX BI Administration

XXX Vehicle Administration

XXX Vehicle Administration & Expenses

XXX Vehicle Administration & Payroll Data Entry

## Vehicle Allocations

### Description

This analysis provides the necessary information to allow users to view all vehicles that have been allocated to staff members.

### Prompts

\* Organisation Hierarchy

Organisation

Vehicle Ownership

Assignment Status

\* Date Between

### Data Items

Employee Name	Make
Assignment Number	Model
Organisation	Engine Capacity
Position	Registration Number
Grade	Date Vehicle Assigned
Assignment Location	User Type
Vehicle Ownership	

### Example Screenshot

\* Organisation Hierarchy  Organisation  Vehicle Ownership

\* Date Between

Employee Full Name	Assignment	Organisation	Position	Grade	Assignment Location	Vehicle Ownership	Make	Model	Engine Capacity	Registration Number	Date Vehicle Assigned	User Type
Blogs, Mr. Joe	12345678	000 NHS ESR Organisation	000000 Business Analyst A2B Information Technology	NHS XR10 Review Body Band 10 - Range D	ESR Offices, Warwick	Private	Fiat	Cinquecento	1000	BL06S JO	01/03/2018	Casual
Blogs, Mr. Joe	12345678	000 NHS ESR Organisation	000000 Business Analyst A2B Information Technology	NHS XR10 Review Body Band 10 - Range D	ESR Offices, Warwick	Private	Fiat	Cinquecento	1000	BL06S JO	01/03/2018	Casual
Blogs, Mr. Joe	12345678	000 NHS ESR Organisation	000000 Business Analyst A2B Information Technology	NHS XR10 Review Body Band 10 - Range D	ESR Offices, Warwick	Private	Fiat	Cinquecento	1000	BL06S JO	01/03/2018	Casual
Blogs, Mr. Joe	12345678	000 NHS ESR Organisation	000000 Business Analyst A2B Information Technology	NHS XR10 Review Body Band 10 - Range D	ESR Offices, Warwick	Private	Fiat	Cinquecento	1000	BL06S JO	01/03/2018	Casual

## Unallocated Vehicles

### Description

This analysis provides the necessary information to allow users to view all vehicles that have not been allocated to staff members.


### Prompts

Effective Date

### Data Items

Registration Number	Vehicle Type
Vehicle Status	Fuel Type
Make	Vehicle Ownership
Model	Engine Capacity

### Example Screenshot

Effective Date  



Registration Number	Vehicle Status	Make	Model	Vehicle Type	Fuel Type	Vehicle Ownership	Engine Capacity
BL06S JO	Active	Fiat	Cinquecento	Car	Petrol	Private	1000
BL06S JO	Active	Fiat	Cinquecento	Car	Petrol	Private	1000
BL06S JO	Active	Fiat	Cinquecento	Car	Petrol	Private	1000
BL06S JO	Active	Fiat	Cinquecento	Car	Petrol	Private	1000
BL06S JO	Active	Fiat	Cinquecento	Car	Petrol	Private	1000
BL06S JO	Active	Fiat	Cinquecento	Car	Petrol	Private	1000
BL06S JO	Active	Fiat	Cinquecento	Car	Petrol	Private	1000
BL06S JO	Active	Fiat	Cinquecento	Car	Petrol	Private	1000
BL06S JO	Active	Fiat	Cinquecento	Car	Petrol	Private	1000