

Equality Impact Assessment Report Template

Name of policy, procedure or function: Trent integrated HR and Payroll System				
Service Area: HR	Team Members: Jo Brown, Karen Derrick, Mick Fitzgerald and Sarah Cromie			Date: 6th June 06
Findings				
<p>Updates in 'Workforce' software have made it difficult to draw down current monitoring information. The new Trent system will enable more robust monitoring information and reporting.</p> <p>In terms of analysis the monitoring information – this needs to be formally raised with the Performance and Audit Scrutiny and the Head of HR and Director of Change Management to make management decisions to tackle any issues that may have arisen due to discrimination etc.</p>				
Further Actions				
Problem/barrier identified	Actions to overcome problem/barrier	Resources required	Responsibility	Target date
Availability and breadth of monitoring information	<p>Check Trent spec for breadth of equality monitoring information</p> <p>Check against the EIA categories</p> <p>Broaden out disability categories</p>	n/a	Karen derrick	June 06
Reporting Information	<ul style="list-style-type: none"> • Reporting back to managers on reasons behind unsuccessful recruitment and places people have seen job adverts • Reporting monitoring information to Performance and Audit Scrutiny • Report monitoring information to Head of HR and Change Management Directorate 	Officer Time	Karen Derrick	<p>From Oct 06</p> <p>From September 06</p> <p>From September 06</p>