

**REPORT TO: JOINT CONSULTATIVE COMMITTEE**

**MEETING DATE: 7 December 2022**

**BY: Executive Director Council Resources**

**SUBJECT: Equality in Employment Monitoring Report - Workforce and Recruitment Profiles**

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## **1 INTRODUCTION**

This report details the current workforce and recruitment profiles for East Lothian Council as outlined in the Equality Act 2010.

The JCC is asked to note that:

- Equalities Monitoring will continue annually.
- Consultation will be carried out with the Policy Officer - Equalities and the Joint Trade Unions to identify specific actions to address, and minimise as far as reasonably practicable, segregation in the longer term.
- Any findings will be reported to the Council Senior Management Team and the JCC as part of the annual Equalities Monitoring report and subsequent action plans.
- Thereafter the report will be published on the Council's website where it will remain for a minimum of three years.

## **2 BACKGROUND**

### **2.1 Statutory Context**

The Equality Act 2010 was introduced in April 2010 bringing together existing individual pieces of equalities legislation into a single Act. This was completed to modernise and 'even up' the protections afforded to individuals under the law. The Equality Act should make it easier for individuals to be aware of their legal rights, as well as, for services and organisations to meet their legal responsibilities.

The purpose of the Act is to ensure that everyone, whether at work or in using a service, has the right to be fairly treated. It protects people from discrimination on the basis of certain characteristics. These are known as protected characteristics. There are nine core protected characteristics; these are;

- Age
- Disability
- Gender reassignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex
- Sexual Orientation

To comply with the requirements of the Act, East Lothian Council has a legal duty to meet the conditions set out in the Public Sector Equality Duty or 'general equality duty'. (Section 149 of the Equalities Act 2010) and the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2016 or 'specific equality duty'.

Under the general duty the council must, in exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Under the specific duty the council is required to publish relevant, proportionate information showing compliance with the Equality Duty, and to set equality objectives.

It is intended that if both duties are upheld, services will be inclusive, and designed to meet the diverse needs of those living and working in East Lothian.

## 2.2 East Lothian Equality Plan (2021-25)

The East Lothian Equality Plan 2021- 2025 sets out the high level equality outcomes that East Lothian Council will work towards during 2021–2025 to meet its statutory duties under the Act. In doing so it will also achieve its overarching commitment to reduce inequalities within and across our communities.

The plan sets out seven high level equality outcomes:

- East Lothian Council services are accessible to, and will meet the needs of, all in the community including people who share protected characteristics.
- The gap in educational outcomes for children and young people impacted by socio-economic disadvantage will be closed; and, the health and wellbeing of children and young people with protected characteristics will be improved.
- Everyone in East Lothian has access to a decent, affordable, warm and dry home.
- In East Lothian we live healthier, more active and independent lives.
- People feel safe and experience less crime in their communities, and at home, there is zero tolerance of hate, abuse and violence against women and girls and people feel their communities are inclusive.
- In East Lothian we are breaking the cycle of poverty so that fewer people experience poverty.
- East Lothian Council is an Equal Opportunities employer and our workplace feels inclusive to staff with protected characteristics.

## 2.3 An inclusive Equal Opportunities Employer

To achieve the employee outcomes detailed in East Lothian Equality Plan 2021-2025 and meet the duty to 'gather and use' employee information the Council strives to ensure that equal opportunities underpin all aspects of employment.

Some of the relevant areas of work within the East Lothian Council Human Resources service to promote inclusivity and equal opportunities include (but are not limited to):

- Use of Scottish Councils' Job Evaluation Scheme to ensure fair and equitable pay and grading Structures
- Equality in recruitment and selection
- Conditions of service
- Dedicated policies for the prevention of harassment and domestic abuse policy
- Occupational Health appointments through Fit4Jobs to determine reasonable adjustments.

## 2.4 Equalities Monitoring Report

East Lothian Council conducts an annual analysis of its workforce demographic and reports any findings within the annual Equalities Monitoring Report. This analysis allows areas of potential improvement to be identified and subsequently, new policies and practices to be implemented to ensure any existing issues are addressed and improvements sought. Furthermore, this analysis provides East Lothian an opportunity to compare its workforce demographic with other local authorities and the Scottish average.

## 2.5 Data Protection

When producing this monitoring data, the Council is obligated to meet the requirements set out the Data Protection Act. They must ensure the privacy of employees is protected, and more specifically, that no individual can be personally identified through the results. Therefore, where the number of employees within a given data category is lower than 10, an asterisk is used.

## 2.6 Data Collection

The collection of data for equality monitoring purposes is a three-fold process:

Stage 1: Pre-employment Equalities Questionnaire on 'myjobscotland'.

(This questionnaire is maintained by COSLA to ensure that local authorities are complying with the legislation outlined in the Equality Act 2010.)

Stage 2: Post-employment Equalities Questionnaire.

Stage 3: Employee updates via the employee HR Self-Service Portal myHR

## 2.7 Eliminating Barriers to Disclosing Sensitive Information

Although all personal sensitive information is held in line with Government Data Protection Laws and is shared with neither recruiting nor line-managers, it is a common employee misconception that disclosing equalities information can effect both recruitment and job progression prospects.

Collecting equalities information post- employment gives employees the chance to provide equalities information free from the anxiety that it may affect their employment prospects, while the service portal allows employees to personally update their information without it being passed through managers/administration staff.

## 2.8 Effect of External Environment

The external environment in which the council recruit, select and retain staff continues to provide challenges. Some of these challenges include, the proximity of Edinburgh and the employment opportunities that exist there and the diversity of residents of East Lothian.

## 2.9 Disciplinary and Grievance Cases

In the year 2021-22 there were no disciplinary or grievance cases on the grounds of Equality, diversity or inclusion.

## 2.10 Further Reporting

The annual Employment Equalities' data is presented to the Council Management Team for information; to the Joint Trade Unions Secretary and the Educational Institute of Scotland secretary for comment and discussion; and lodged with the JCC. The report is also made publicly available, and to all employees, via the website and intranet.

### 3 MAIN WORKFORCE ANALYSIS

#### Age Profile

Response	2019/2020		2020/2021		2021/2022	
	Count	Percentage	Count	Percentage	Count	Percentage
16-25	207	4.53%	225	4.80%	282	5.68%
26-35	808	17.68%	836	17.83%	927	18.67%
36-45	1028	22.49%	1064	22.69%	1179	23.74%
46-55	1402	30.68%	1417	30.22%	1426	28.72%
56-65	1034	22.63%	1057	22.54%	1059	21.33%
>65	91	1.99%	88	1.88%	91	1.83%
Unknown	*	*	*	*	*	*

Although decreased, the age group with the highest percentage of employees remains the 46-55's. In line with the previous two years we have seen a further increase in employees in all the lower age brackets (16-25, 26-35 and 36-45). The percentage of employees aged 16-25 has increased by 1.12% since 2020-21.

#### Disability Profile

Response	2019/2020		2020/2021		2021/2022	
	Count	Percentage	Count	Percentage	Count	Percentage
Yes	154	3.37%	165	3.52%	213	4.29%
No	3656	80.00%	3798	81.00%	4062	81.80%
Prefer not to Answer	*	*	*	*	*	*
Unknown	760	16.63%	726	15.48%	691	13.91%

The disability profile of East Lothian Council lies broadly in line with the most recent Census. 79% of East Lothian Council employees identify as being non-disabled which is similar to the Census category for 'Long-term health problem or disability' of 81.5%. Again the percentage of respondents choosing to respond to this characteristic has increased for the 2nd year in a row.

#### Gender Reassignment Profile

Response	2019/2020		2020/2021		2021/2022	
	Count	Percentage	Count	Percentage	Count	Percentage
Yes	*	*	*	*	*	*
No	438	9.58%	1059	22.58%	1628	32.78%
Prefer not to Answer	*	*	22	0.47%	25	0.50%
Unknown	4122	90.20%	3606	76.90%	3309	66.63%

We have seen a further increase in the number of employees responding to this characteristic. The percentage choosing not to respond reducing from 90.20 % to 76.9% between 2019/20 and 2020/21, and again by over 10% to 66.63% between 2020/21 and 2021/22.

## Marital Status Profile

Response	2019/2020		2020/2021		2021/2022	
	Count	Percentage	Count	Percentage	Count	Percentage
Civil Partnership	15	0.33%	16	0.34%	21	0.42%
Married	2567	56.00%	2569	54.79%	2630	52.96%
Not Married	1663	36.28%	1738	37.07%	1953	39.33%
Prefer not to answer	275	6.00%	253	5.40%	240	4.83%
Unknown	64	1.40%	113	2.41%	122	2.46%

(Please Note: Not Married was denoted single in 2019/20)

Although decreasing year on year, married remains the most common response to this characteristic, with just under 53% of employees opting for this response.

## Maternity Profile

Response:	2021/2022	
	Count	Percentage
Left in Period	61	1.23%
Returned in Period	66	1.33%
Left and Returned in Period	20	0.40%
No Mat Leave in Period	4819	97.04%

(Please Note: A change in data recording of responses to this characteristic means comparisons to previous years cannot be drawn)

In 2020/21 the percentage of employees returning from a period of maternity leave, reflect that of those leaving for a period of maternity leave.

## Race Profile

Response	2021/2022	
	Count	Percentage
Asian or Asian British	32	0.64%
Black, Black British, Caribbean or African	*	*
Mixed or multiple ethnic groups	11	0.22%
Other ethnic group (including Arab)	18	0.36%
Prefer not to answer	166	3.34%
Unknown	165	3.32%
White	4565	91.93%

(Please Note: A change in available responses to this characteristic means comparisons to previous years cannot be drawn)

The most predominant race within East Lothian Council remains 'White' – with once again just under 92% of employees. Although slightly increased from 2020/21, the percentage of employees selecting other ethnic backgrounds remains around 1% for the third year in a row. This aligns with the most recent census data for East Lothian.

## Religion & Belief Profile

Response:	2019/2020		2020/2021		2021/2022	
	Count	Percentage	Count	Percentage	Count	Percentage
Buddhist	*	*	*	*	15	0.30%
Church of Scotland	1347	29.47%	1330	28.36%	1324	26.66%
Hindu	*	*	*	*	*	*
Jewish	*	*	*	*	*	*
Muslim	*	*	10	0.21%	13	0.26%
None	1866	40.83%	1870	39.88%	1875	37.76%
Other Christian	301	6.59%	305	6.50%	310	6.24%
Prefer not to answer	426	9.32%	452	9.64%	584	11.76%
Roman Catholic	460	10.07%	473	10.09%	497	10.01%
Sikh	*	*	*	*	*	*
Other	25	0.55%	71	1.51%	154	3.10%
Unknown	124	2.71%	163	3.48%	185	3.73%

Akin to 2020/21 and 2021/22, the most predominant response is 'No religion, faith or belief' followed by Church of Scotland.

## Sex Profile

Response	2019/2020		2020/2021		2021/2022	
	Count	Percentage	Count	Percentage	Count	Percentage
Female	3293	72.06%	3401	72.53%	3623	72.96%
Male	1277	27.94%	1288	27.47%	1343	27.04%
Unspecified	*	*	*	*	*	*

The percentage sex split within the council remains around 70% female to 30% male. This differs to the most recent census (2011) of 52% female to 48% male; however, mirrors figures from other Scottish Local Authorities.

## Sexual Orientation Profile

Response	2019/2020		2020/2021		2021/2022	
	Count	Percentage	Count	Percentage	Count	Percentage
Bisexual	16	0.35%	17	0.36%	33	0.66%
Gay	36	0.79%	41	0.87%	47	0.95%
Heterosexual / Straight	4015	87.86%	4120	87.87%	4350	87.60%
Lesbian	25	0.55%	25	0.53%	23	0.46%
Prefer not to answer	366	8.01%	339	7.23%	347	6.99%
Unknown	112	2.45%	147	3.13%	166	3.34%

The percentage split remains within similar margins to previous years with over 87% of employees identifying as heterosexual/straight. The percentage of the workforce identifying as lesbian, gay or bisexual (LGB) in 2021/22 lies at 2.07%. Although higher than the previous two years (1.69% and 1.76% respectively), the LGB figure for East Lothian Council still remains slightly less than the UK adult average of 3.1% (ONS Annual Population Survey 2020 [accessed 16/08/21]).

## 4 ADDITIONAL ANALYSIS

### 4.1 Casual Workforce Analysis

Points to Note:

\*To provide more accurate reflections of each workforce, casual and main workforces are analysed separately

\*\* Duplicate entries for people with multiple contracts have been removed in the casual Workforce analysis. However, in the situation whereby a permanent/temporary employee also has a casual contract, their equality information has been recorded under the Casual and Workforce profile.

#### Age Profile – Casual Workforce

Response	Count	Percentage
16-25	94	8%
26-35	210	17%
36-45	273	22%
46-55	269	22%
56-65	252	21%
>65	129	11%

#### Disability Profile – Casual Workforce

Response	Count	Percentage
No	971	79%
Yes	55	4%
Unknown	201	16%

#### Gender Reassignment Profile – Casual Workforce

Response	Count	Percentage
Yes	*	*
No	535	44%
Prefer not to Answer	*	*
Unknown	682	56%

#### Marital Status Profile – Casual Workforce

Response	Count	Percentage
Civil Partnership	*	*
Married	622	51%
Not Married	507	41%
Prefer not to answer	59	5%
Unknown	34	3%

### Maternity Profile – Casual Workforce

Response	Count	Percentage
Left in Period	*	*
Returned in Period	*	*
Left and Returned in Period	*	*
No Mat Leave in Period	1214	99%

### Race Profile – Casual Workforce

Response	Count	Percentage
Asian or Asian British	11	1%
Black, Black British, Caribbean or African	*	*
Mixed or multiple ethnic groups	*	*
Other ethnic group (including Arab)	*	*
White	1037	85%
Prefer not to answer	107	9%
Unknown	61	5%

### Religion & Belief Profile – Casual Workforce

Response	Count	Percentage
Buddhist	*	*
Church of Scotland	279	23%
Hindu	*	*
Jewish	*	*
Muslim	*	*
Other Christian	97	8%
Roman Catholic	117	10%
Sikh	*	*
Other	40	3%
None	394	32%
Prefer not to answer	217	18%
Unknown	73	6%

### Sex Profile – Casual Workforce

Response	Count	Percentage
Female	951	78%
Male	276	22%
Unspecified	*	*



## Sexual Orientation Profile – Casual Workforce

Response	Count	Percentage
Bisexual	*	*
Gay	*	*
Heterosexual / Straight	1006	82%
Lesbian	*	*
Prefer not to answer	146	12%
Unknown	61	5%

## 4.2 Leaver Analysis

### Age Profile – Leavers

Response	Count	Percentage
16-25	44	7%
26-35	162	26%
36-45	99	16%
46-55	107	17%
56-65	143	23%
>65	57	9%

### Disability Profile – Leavers

Response	Count	Percentage
Yes	35	6%
No	466	76%
Unknown	111	18%

### Gender Reassignment Profile – Leavers

Response	Count	Percentage
No	250	41%
Prefer not to Answer	*	*
Unknown	358	58%

### Marital Status Profile - Leavers

Response	Count	Percentage:
Civil Partnership	*	*
Married	287	47%
Not Married	247	40%
Prefer not to answer	19	3%
Unknown	58	9%

### Maternity Profile – Leavers

*No Maternity Leavers in Period*

### Race Profile - Leavers

Response	Count	Percentage
Asian or Asian British	*	*
Black, Black British, Caribbean or African	*	*
Mixed or multiple ethnic groups	*	*
Other ethnic group (including Arab)	*	*
Prefer not to answer	14	2%
Unknown	65	11%
White	521	85%

### Religion & Belief Profile – Leavers

Response:	Count	Percentage
Church of Scotland	151	25%
Muslim	*	*
None	177	29%
Other Christian	54	9%
Prefer not to answer	70	11%
Roman Catholic	58	9%
Sikh	*	*
Other	25	4%
Unknown	71	12%

### Sex Profile – Leavers

Response	Count	Percentage
Female	448	73%
Male	164	27%
Unspecified	*	*

### Sexual Orientation Profile - Leavers

Response	Count	Percentage
Bisexual	*	*
Gay	*	*
Heterosexual / Straight	495	81%
Lesbian	*	*
Prefer not to answer	37	6%
Unknown	67	11%

### 4.3 Recruitment Analysis

Points to Note:

\* The Pre-employment Equalities Questionnaire on 'myjobscotland' used by East Lothian Council to compile recruitment statistics was updated within the collection year. In the interest of data reporting, responses from the old style questionnaire were, where possible, converted into equivalent responses from the new style questionnaire. Where an equivalent response did not exist, responses were converted into 'Applicant provided an answer which cannot be converted to new questionnaire format'

#### Age Profile – Recruitment

Age Range	Applied		Taken to Interview			Offered Position	
	Total	Percentage	Total	Percentage	Total	Percentage	
16-25	1462	18%	242	13%	89	12%	
26-35	3059	38%	535	29%	226	29%	
36-45	1818	22%	510	27%	226	29%	
46-55	1141	14%	379	20%	156	20%	
56-65	429	5%	143	8%	51	7%	
>65	25	0%	*	*	*	*	
Prefer not to say	168	2%	35	2%	15	2%	
Unknown	43	1%	*	*	*	*	
Total	8145		1858		768		

#### Disability Profile – Recruitment

Disability (Only in Old Questionnaire)	Applied		Taken to Interview		Offered Position	
	Total	Percentage	Total	Percentage	Total	Percentage
Yes	166	5%	59	6%	18	4%
No	2904	94%	850	93%	384	95%
Prefer not to say	34	1%	*	*	*	*

Do you have any health condition lasting or expected to last at least 12 months? (Only in New Questionnaire)	Applied		Taken to Interview		Offered Position	
	Total	Percentage	Total	Percentage	Total	Percentage
Yes	499	10%	125	13%	49	13%
No	4365	87%	770	82%	296	82%
Prefer not to say	177	4%	45	5%	18	5%

#### Gender Reassignment Profile – Recruitment

Do you consider yourself to be trans, or have a trans history?	Applied		Taken to Interview		Offered Position	
	Total	Percentage	Total	Percentage	Total	Percentage
Yes	11	0%	*	*	*	*
No	8059	99%	1840	99%	761	99%
Non-binary	16	0%	*	*	*	*
Prefer not to say	59	1%	14	1%	*	*

## Marital Status Profile – Recruitment

	Applied		Taken to Interview		Offered Position	
	Total	Percentage	Total	Percentage	Total	Percentage
What is your legal marital or registered civil partnership status?						
Never married and never registered in a civil partnership	4045	50%	683	37%	283	37%
Married	2684	33%	797	43%	329	43%
In a registered civil partnership	50	1%	16	1%	*	*
Separated, but still legally in a civil partnership	*	*	*	*	*	*
Separated, but still legally married	149	2%	39	2%	18	2%
Divorced	345	4%	85	5%	34	4%
Formerly in a civil partnership which is now legally dissolved	*	*	*	*	*	*
Widowed	33	0%	10	1%	*	*
Surviving partner from a civil partnership	*	*	*	*	*	*
Prefer not to say	310	4%	82	4%	30	4%
Applicant provided an answer which cannot be converted to new questionnaire format	526	6%	143	8%	66	9%

## Maternity Profile – Recruitment

*Maternity and pregnancy information is not collected during the recruitment process.*

## Race Profile – Recruitment

	Applied		Taken to Interview		Offered Position	
	Total	Percentage	Total	Percentage	Total	Percentage
Please select your ethnic group from options A-F						
A White	7170	88%	1625	87%	680	89%
B Mixed or multiple ethnic groups	46	1%	7	0%	*	*
C Asian, Scottish Asian or British Asian	110	1%	17	1%	*	*
D African, Scottish African or British African	45	1%	*	*	*	*
E Caribbean or Black	*	*	*	*	*	*
F Other ethnic group	11	0%	*	*	*	*
Other - Arab (Including Scottish/British)	*	*	*	*	*	*
Prefer not to say	735	9%	197	11%	82	11%
Applicant provided an answer which cannot be converted to new questionnaire format	22	0%	*	*	*	*

## Religion & Belief Profile – Recruitment

	Applied		Taken to Interview		Offered Position	
	Total	Percentage	Total	Percentage	Total	Percentage
What religion, religious denomination or body do you belong to?						
Church of Scotland	1141	14%	308	17%	148	19%
Roman Catholic	871	11%	168	9%	64	8%
Other Christian	433	5%	84	5%	33	4%
Buddhist	15	0%	*	*	*	*
Hindu	15	0%	*	*	*	*
Humanist	36	0%	11	1%	3	0%
Jewish	*	*	*	*		
Muslim	90	1%	17	1%	*	*
Pagan	*	*	*	*	*	*
Sikh	10	0%	*	*	*	*
None	4978	61%	1117	60%	455	59%
Another religion or body	98	1%	19	1%	*	*
Prefer not to say	447	5%	119	6%	49	6%

## Sex Profile – Recruitment

What is your sex?	Applied		Taken to Interview		Offered Position	
	Total	Percentage	Total	Percentage	Total	Percentage
Male	1376	17%	269	14%	85	11%
Female	6724	83%	1579	85%	678	88%
Prefer not to say	44	1%	10	1%	*	*
Applicant provided an answer which cannot be converted to new questionnaire format	*	*	*	*	*	*

## Sexual Orientation Profile – Recruitment

Sexual orientation?	Applied		Taken to Interview		Offered Position	
	Total	Percentage	Total	Percentage	Total	Percentage
Bisexual	142	2%	23	1%	*	*
Gay or Lesbian	189	2%	34	2%	12	2%
Straight / Heterosexual	7459	92%	1710	92%	711	93%
Other	16	0%	*	*	*	*
Prefer not to say	339	4%	86	5%	32	4%

## 5 ACTION PLAN

### 5.1 Current Equalities Initiatives

East Lothian Council has:

- Adopted an 'Integrated Impact Assessment' framework and guidance
- Signed up to use the Disability Confident Symbol
- Signed up to become a Carer Positive Employer
- Taken the See Me campaign pledge
- Taken part in the, now disbanded, Healthy Working Lives National Award Scheme
- Flexible employment policies and practices
- An Equality Training Plan
- Increased the renewal frequency of the mandatory Equality and Diversity training course to annually

All East Lothian Employees have access to:

- A comprehensive Employee Assistance programme including counselling, occupational health and physiotherapy provision
- Educational and Personal Development Training Courses – via both face-to-face sessions and remote learning
- Online learning resources via LearnPro
- Free Period Products in Council Buildings
- Sign Language Support
- Online Recite Function – In both English and other additional languages
- Listening Ears Service
- Carers Hub
- A Flexible Family Leave Policy

## 5.2 Future Actions

East Lothian Council will endeavour to:

- Carry out a review of recruitment procedures and practice against the Scottish Government's Minority Ethnic Recruitment Toolkit and make any necessary changes
- Review the Annual Equal Pay Audit to assess whether it should include information and actions to address pay gaps faced by employees with protected characteristic groups along with the gender pay gap
- Carry out a stress and mental health audit of employees correlated against the protected characteristics and use the results to inform the development of mental health and wellbeing training and support services
- Become an "Equally Safe at Work" accredited employer
- Update the Post-employment Equalities Questionnaire to mirror the current 'myjobscotland' questionnaire
- Promote Stage 3 Data Collection by increasing the frequency of alerts sent to employees reminding them to update their Equalities Information on myHR and the introduction of an additional reminder into the compulsory Equality and Diversity Training module
- Make appropriate adjustments to support neuro divergent employees
- Progress the development of a gender based violence policy
- Expand the variety and quantity of routes through which people can gain employment within the council.
- Increase the number of targeted recruitment initiatives to promote employment with East Lothian Council to people from underrepresented groups.
- Further enhance employee engagement in relation to equal opportunities to gain a more qualitative insight into any issues concerning employees – including barriers to disclosing equalities information.
- Monitor Government Updates on the Equal Pay Audit, for example on the possible introduction of Ethnicity & Race Pay Gap and Disability Pay Gap reporting.

## 6 CONCLUSION

The 2021-22 employee monitoring information highlights the importance of the work that the Council does to ensure that it is an employer of choice; provides modern and fair employment opportunities and experiences; and is committed to robust self-evaluation and proactive improvement action. Throughout the year East Lothian Council has continued to encourage employees to feel confident about declaring their disability, sexual orientation or information about other protected characteristics and this is reflected within the data. The analysis of this year's information also highlights a number of areas for the Council to focus on in the year ahead; which it intends to target through the initiatives and actions detailed in this report.

## 7 POLICY IMPLICATIONS

None.

## 8 INTEGRATED IMPACT ASSESSMENT

The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy

The subject of this report has been through the Integrated Impact Assessment process and no negative impacts have been identified.

## 9 RESOURCE IMPLICATIONS

9.1 Financial – none.

9.2 Personnel - none.

9.3 Other – none.

<b>AUTHOR'S NAME</b>	Lauren Ford & Naomi Laing
<b>DESIGNATION</b>	Performance and Business Support Team
<b>CONTACT INFO</b>	7205
<b>DATE</b>	

