

Bolton Council: equality information (January, 2018)

1. The Public Sector Equality Duty

Under the Equality Act 2010 ('the Act'), the council has a general duty to have "due regard" to:

- 1) Eliminating unlawful discrimination, harassment and victimisation and any other conduct prohibited by the Act
- 2) Advancing equality of opportunity between people who share a protected characteristic and people who do not share it
- 3) Fostering good relations between people who share a protected characteristic¹ and people who do not share it

The council also has to meet specific duties, in order to demonstrate its compliance with the general Equality Duty:

- 1) Publish information to show how the council is complying with the Equality Duty. This information should be published (at least) annually.
- 2) Set and publish equality objectives at least every four years.

This document presents information to show how the council complies with the first of the specific duties. It covers information about people with protected characteristics who are:

- Employees
- Affected by its policies and practices

Rather than replicate detailed data here, the document contains links to other sources of information.

This document will be refreshed every year to ensure that our policy and practice takes into account national and local priorities. This is the January 2018 published version.

2. Our communities

Bolton is home to around 283, 100 people², who live in and around the borough's eight distinct townships. It is a diverse and vibrant borough, with a real mix of people who live in, work in, study in and visit Bolton.

A wealth of data about our population is available, and key information is available on the [Statistics and Census Information page](#) of our website. A summary regarding the diversity of our population is provided below.

The majority of residents in Bolton (83%) describe themselves as white British or from another white background. We have a large black and minority ethnic (BME) population, with 17% of residents considering themselves to be part of non-white ethnic groups. Bolton has sizeable Indian and Pakistani communities. In the 2011 Census these communities accounted for 7.8% and 4.3% of the population

¹ The Equality and Human Rights Commission's definitions of [protected characteristics](#)

² Source: *Bolton's 2011* [Census information](#) and [Office for National Statistics Website](#)

respectively. In addition, Bolton is home to a number of new and emerging communities, who have settled in Bolton through economic migration; or Britain's refugee and asylum arrangements. Christianity is the predominant religion in the borough with 63% of residents identifying as Christians. Islam and Hinduism are also major faiths (12% and 2% of the population, respectively). 17% of residents identify as having no religion.

The age profile of Bolton is similar to that of England, but the proportion of children is slightly higher; and the proportion of working age and older people is slightly lower. However, Bolton for the most part closely follows trends in age groups for both Greater Manchester and England and Wales. Disability and ill-health are important concerns for our residents. In the 2011 census, 20% of residents said they had a limiting long-term illness or disability. In the region of 11% of the population cares for someone with a long-term illness or disability.

As well as being home to a range of different communities, Bolton is also socio-economically diverse. While parts of the borough are amongst the most affluent in the country, around one quarter of the borough is amongst the 15% most deprived areas in the country³. For the council and its partners, reducing socio-economic disadvantage is therefore an essential part of our work to reduce inequality and to improve the quality of life for everyone in the Bolton Family.

3. **Eliminating discrimination; and promoting equality of opportunity within our services**

Our Vision: Bolton 2030

Bolton has a long history of strong and collaborative partnership working, focused on improving the quality of life for everyone in the Bolton Family. This is led by the Bolton Vision Partnership, which is made up of leaders from the public, private and voluntary, community and faith sector ('the voluntary sector') and Elected Members.

In recent times, the economic environment and public service context has changed fundamentally – economic growth continues to be a challenging national issue; public sector funding is significantly reduced and public service reform continues at a time when demand is increasing.

Bolton 2030 was agreed as the vision for the borough in 2017. The key elements are as follows:

Our vision: Built on our pride in our place and the aspirations of and for local people, our vision is to ensure Bolton in 2030 is: **Active, Connected and Prosperous.**

Our values: Bolton will be a vibrant place built on strong cohesive communities, successful businesses and healthy, engaged residents. It will be a welcoming place where people choose to study, work and put down roots. **Inclusive, distinctive, decent, warm and friendly.**

³ Source: [Indices of Multiple Deprivation 2010](#).

Vision

Bolton will be a vibrant place, built on strong cohesive communities, successful businesses, and healthy residents. It will be a welcoming place where people choose to study, work and put down roots.

**“Active,
connected and
prosperous”**



Our priorities:



The council and partners are currently working on an action plan to deliver the new vision for Bolton 2030. It builds on the 'appreciative inquiry' at the Vision Conference in 2017 which started a year of deep engagement on the vision for the Borough. Engagement continues in 2018 with the 'connected' theme as the focus. This will be the main means by which we will hold ourselves to account on progress to reduce inequality and improve the quality of life for local people. Bolton's strong partnership leadership will continue to be essential in making progress against the Vision, and in supporting our communities to become strong and confident. Performance will be reported regularly to the council's Elected Members and the wider partnership.

Advancing equality of opportunity

As a large employer in the borough, the council has a significant opportunity to advance equality of opportunity in employment, both as an individual employer and as a member of the employer community in Bolton.

Within the workplace, we believe that having an organisational culture where diversity is respected and supported is essential. To achieve this, central components to our response to the Act are:

- An ongoing commitment to constructive engagement with the Trades' Unions.
- The provision of a comprehensive package of training around equalities matters for all our managers, built into our package of essential skills and knowledge for those in management roles.
- The provision of bespoke initiatives to support diversity and advance equality of opportunity where appropriate. For example, as a council we support Bolton Employability, a partnership between business and education where the goal is to provide on-site work placements for young people with disabilities leading to competitive employment.

As a service provider, we recognise the importance of providing our services on the basis of a firm understanding of customer need. This understanding includes recognition that not all customers have the same level or type of need.

We have extensive and well developed ways of engaging with our partners and with representatives from across our diverse communities, to ensure that we understand the needs of different groups of people within Bolton. This is led at the highest level by Bolton's Vision Partnership, which is made up of representatives of the public, private, and voluntary, community and faith sectors. This is supported by a range of thematic partnership groups and forums through which we engage with the borough's interest groups.

In addition to the formal partnership infrastructure, the council engages with a range of organisations and interest groups on matters of particular relevance. These groups include, but are not exclusive to, the Faith Leaders' Forum; the Disability Partnership, Bolton LGBT Partnership, the Carers' Impact Group and Healthwatch. This, along with work within our neighbourhoods, provides opportunities for people

from across Bolton to contribute to and influence decisions which are important to them.

Appropriate and effective consultation is an important part of the work which the council is undertaking to make savings and fundamentally to reshape the organisation. Stakeholder consultations are tailored to individual reviews as they come forward, and the views gathered through the consultations inform the development of the reviews, and the associated Equality Impact Assessments.

3.2 Our business: equality, business planning and decision making

The council continues to operate a robust approach to decision making and business planning, with strong and informed political leadership from Elected Members.

The Cabinet's philosophy towards the council's budget setting and business planning activity emphasises a firm focus on protecting Bolton's most vulnerable people and meeting our statutory duties. The most recent budget report for 2018/19⁴ continued to maintain a commitment to limiting the impact on the Borough's most vulnerable and delivering on council priorities. However, this will need to be considered in the context of a much reduced controllable budget.

The remainder of the council's business planning process is designed to support detailed budget allocations and inform the subsequent size and shape of our services:

The Medium term financial strategy sets out the council's financial forecast, and provides financial guidance to services⁵.

Personal development reviews help staff to identify the development and support they need to help deliver Bolton's priorities.

Equality Impact Assessments are used to identify the potential impacts of a policy, budgetary, or other key decision before it is made; and therefore to support the council's decision makers in making informed choices⁶. Relevant actions arising from completed EIAs are incorporated into service plans and monitored through departmental and corporate arrangements. This ensures that equalities is considered throughout the process – from planning and research, to options development, reporting and implementation. EIAs are integral to the council's Savings and Efficiency Programme, which is a key part of the budget process. The Strategic EIA, which accompanied the budget report in 2017 also

⁴ The report dated 12th February, 2018 is available on the Committee section of the council's website, here: [budget report 2018/19](#)

⁵ The financial forecast for 2017– 2019 is available on the Committee section of the council's website, here [Part A report](#) and here [Part B report](#)

⁶ EIAs are published alongside the reports to which they relate. Reports can be searched on the Committee section of the council's website, available at this [link](#)

assesses the cumulative and combined impact of changing a number of policies⁷.

The council's *procurement and commissioning* arrangements include considerations around equality matters. Some contracts/service areas have a greater relevance to equality matters than others and for this reason an outcomes focus is an important part of our work⁸.

3.3 Our customers: understanding need

The council and its partners are data rich, and this enables us to ensure that our services are based on a solid understanding of customer need. We use a wide range of data and intelligence to achieve this – this is not solely a statistical or desktop exercise.

It is important to stress that the council does not routinely collect the demographic information of all customers, since such a blanket approach may be considered to be disproportionate. Instead, information is requested where it is relevant and appropriate for the service being accessed. We feel that this is appropriate within the context of the government's Best Value Statutory Guidance⁹.

The sections below explain the types of data which the council uses to plan its services and respond to customer need.

Satisfaction and complaints

The council has access to data from a number of regular satisfaction surveys undertaken by the council and its partners (e.g. Adults Social Care Survey, surveys conducted by Greater Manchester Police). These surveys help us understand how people are feeling. In addition to this, the council consult on specific issues using a variety of methods including its own e-view (electronic residents) panel.

Public fora such as Area Forums enable residents to ask questions, make comments and complaints to council staff and partners including the Police and Fire Services. Staff who work out in our communities, such as Neighbourhood Managers, are also well placed to help our communities to engage with and influence decisions which matter to them.

The council also monitors customer feedback through its customer contact system; from issues raised by local MPs and councillors on behalf of their constituents; and through the council's formal complaints process. This sets out the council's standards for customer care. Analysis of complaints, comments and compliments is undertaken which enables us to identify patterns of customer experience, and respond accordingly.

⁷ The Strategic EIA of the 2017/18 savings options report relates to the two year programme (dated 13th February, 2017) is available on the Committee section of the council's website, here: [Savings options report](#)

⁸ More information about procurement is available on the Tenders and Contracts section of the council's website, available at this [link](#)

⁹ Paragraph 3 of the *Best Value Statutory Guidance*, published by the Department for Communities and Local Government in September 2011 states, "In the interests of economy and efficiency, it is not necessary for authorities to undertake lifestyle or diversity questionnaires of suppliers or residents."

Partnerships, consultation and engagement

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In addition to the formal partnership infrastructure, the council engages with a range of organisations and interest groups on matters of particular relevance. These groups include, but are not exclusive to, the Faith Leaders' Forum; the Disability Partnership, Bolton LGBT Partnership, the Carers' Impact Group and Healthwatch. This, along with work within our neighbourhoods, provides opportunities for people from across Bolton to contribute to and influence decisions which are important to them.

Appropriate and effective consultation is an important part of the work the council is undertaking to make savings and fundamentally reshape the organisation. Stakeholder consultations are tailored to individual reviews as they come forward, and the views gathered through the consultations inform the development of the reviews and associated Equality Impact Assessments.

3.4 Our outcomes: making a difference

Over the past five years progress has been made to further embed equality practice throughout the council. This section outlines some of our achievements in the last year.

We have sought to demonstrate how the council's core business – including that which it undertakes in partnership – is underpinned by the aim of reducing disadvantage and improving the quality of life for people in Bolton. We have explained the clear political and partnership leadership for this work; set out how concerns around economic prosperity, narrowing the gap and vulnerability guide the council's strategic decisions; and how matters of equality are integrated into the council's business planning process.

Despite the challenging conditions in which the council and its partners are now operating, much has been achieved in recent years to improve the quality of life for people in Bolton:

- Narrowed the attainment gap at Early Years Foundation Stage for boys, children receiving SEND support and children eligible for free school meals
- Attainment levels in Bolton have improved for Key Stage 2 results in reading, writing and mathematics and are in line with the national average. In Bolton, 61% of our children are leaving primary school having reached the expected in standard in all three core subjects, compared to 62% across the whole of

England. With GCSE results Bolton's score for Attainment 8 is 43.7 compared to a North West average of 45.6 and a national average of 44.6¹⁰.

- The proportion of 16 and 17 year olds who are not in education, employment or training (NEETs) have further reduced in Bolton compared to last year to 2.6%
- Performance continues to be strong on ratings of good or better for CQC ratings for adult social care services (both home-based and residential or nursing care).
- Physical activity levels for adults have increased, based on our target of exercising twice in 28 days.
- Although crime generally has risen over the last year compared to 2016/17, Bolton has not seen increases at the same rate as the wider Greater Manchester area and consistently appears to outperform many of its statistical neighbours in relation to a number of different crime types. Anti-social behaviour has continued on its long term downward trajectory.
- Progress continues on recycling; From July to September 2017/18 the percentage of household waste sent for reuse, recycling or composting was 49.91%, an increase of 5.23% compared to the same period last year. Domestic waste tonnages have also decreased too.
- The new Town Centre Masterplan, identifying around £1 billion investment potential, has been approved and implementation is underway. The town centre interchange is open and the University of Bolton became the new tenant at Bolton Central development. Approval for a new town centre multi storey car park has been given.
- Farnworth town centre has been identified as a priority with a multi-million pound investment plan including a reconfigured bus station, public realm and road improvements. The area has been designated as a town centre challenge area by the GM Mayor.
- Businesses continue to join Logistics North, the largest business park in the North West. More than 1,500 people are already employed on-site and the development is expected to deliver around 5,000 jobs when it is completed.
- The employment rate has remained over 69% since 2014. Working as part of the wider Team Bolton approach, the Council is the end to end provider for the GM Skills for Employment Programme which continues to support people into long-term employment. The Greater Manchester Working Well programme, including the Work and Health Programme is now working with

¹⁰ NB: The GCSE attainment 8 is a number not a percentage. A score of between 40 and 50 is on average between a C and D grade

over 1,500 residents supporting overall improved wellbeing across a range of health and social measures. Most residents on the programme have been out of work for more than 6 years (with 8% having never worked) and have a number of barriers to employment including health problems. Bolton residents are consistently shown to make good progress in the programme and ultimately getting into work. The Work and Health Programme began in January 2018, and takes the successful principles of the Working Well Programmes of holistic support for long term unemployed residents to focus on supporting those people with a disability back into quality employment ensuring that we move people, wherever possible, into employment that pays the living wage

- Each area in Greater Manchester has adopted its own approach to delivering place based integration. Bolton, with its strong track-record of neighbourhood working, has chosen to focus on testing how public and voluntary services can work better together within neighbourhoods and with residents to identify their skills, connecting them to existing community services and networks. The intention is that by empowering residents, they will have greater influence in their communities and have a better quality of life. Delivery began across the two Early Adopter sites in Johnson Fold Estate and Halliwell in Summer, 2017 lead by an integrated multi-agency team in each site consisting of housing, police, social care, environmental enforcement and mental health professionals. At the start of 2018 the two Adopter sites were working with 35 cases with 19 of these cases showing improved health and social outcomes for these residents who have historically placed high demand on public services and have complex needs. On-going evaluation of both adopters is underway to understand the barriers and 'system issues' which impede effective joint working and to ultimately understand the effect the local approach has on residents' lives.
- The council recognises the importance of attracting and retaining economically active people through the provision of good quality housing. Plans for 1,700 houses at Rivington Chase have been approved and work is on-going to bring forward new housing in the town centre as part of the Town Centre Masterplan. Fifty four affordable homes were completed in 2017, a further 115 new builds have started on site and 2 former Right-to-Buy backs delivered. The number of short term and long term empty properties has remained fairly steady throughout 2017/18 albeit with a decrease overall of 6.1%.

4. Eliminating discrimination; and promoting equality of opportunity within our workforce

4.1 Organisational culture and support

The council strives to create a culture where diversity is respected and celebrated. Our practices as an employer are underpinned by a clear policy framework, which recognises our obligations of eliminating discrimination, harassment and victimisation; promoting equality of opportunity; and ensuring fair treatment for all staff. This includes an equality proofed pay and grading structure¹¹. By the end of March we will have published our Gender Pay Gap information as well as having action plans in place to minimise this further.

Delivering quality and accessible services would not be possible without staff who have an understanding of Bolton's communities, and an appreciation of the need for responsive services and strong customer care. Our staff are a major asset, and the council recognises the importance of providing effective support and training. A Personal Development Review (PDR) for all staff is a key part of the council's business planning process, and a range of training is on offer to support staff in delivering the council's priorities. The council does not presently monitor the take up of training and development by protected characteristic. This is determined by service and individual need.

Equality naturally features within the council's training programme. It features within training for senior managers and training on specific equality matters is also delivered as required, for example training on Equality Impact Assessments is part of training for project managers as part of the Savings and Efficiency programme. A new e-learning training package has been developed and is available for all staff. Staff who support the EIA process have had refresher training to make sure they are up-to-date with the implications of the latest case law.

The council undertakes a staff survey every two years, to understand how people feel about working for the council. The most recent staff survey was completed in 2016 and 76% of respondents agreed that the council was committed to equality and diversity. 79% of respondents agreed that the council respected individual differences.

4.2 The financial context and workforce implications

It must be stressed that these are difficult times for the public sector. The squeeze on public sector finances means that the council's budget is reducing in size, and its workforce is subsequently also reducing.

The council has invested significant effort in managing this reduction and minimising compulsory redundancies. In the last 5 years, the council has managed to secure a reduction of almost 1,000 posts all through voluntary means.

¹¹ Bolton Council's [Equality Policy Statement](#) is available on the Equality and Diversity section of the Council's website

The council aims to have a workforce which is broadly representative of the local population in the long-term. The council presently has very little influence over the organisation's overall workforce composition. This is due to the fact that the workforce has been shaped significantly by voluntary leavers, and because opportunities for external recruitment are presently extremely limited.

Some potential remains for staff to move within the workforce as a whole, primarily through opportunities for redeployment and internal recruitment. To date we have redeployed over 200 members of staff as part of a comprehensive redeployment process. This may have some influence in the short and medium-term on how the workforce – and particular groups within the workforce – is distributed, for example across roles or grades.

The Council has had a key role in influencing the public sector's social employment commitments as well as delivering our own employment scheme.

A key priority for the Council is promoting sustainable growth and ensuring that all residents can access the opportunities that growth brings. The Council is a key member of, and currently Chairs, the Team Bolton Partnership, a work and skills collaboration which has a membership that spans the public and voluntary sector and works to deliver Bolton's [Economic Strategy, 2030](#) and the Combined Authority's Work and Skills Strategy. The Partnership uses existing resources to provide responsive employment and skills support for residents to support inclusive growth. This is with the aim that all our residents are able to (re)connect with learning, develop skills and capitalise on local employment opportunities. There are a number of ways in which the Council through the Partnership drives equality of opportunity for our residents including:

- Team Bolton partners work closely with more than 400 local employers to deliver tailored training and recruitment to ensure some of our most disadvantaged residents can access quality local opportunities spanning employment sectors. Aldi, Keoghs and Greene King are amongst a large number of prominent local employers who have worked with the Council, Job Centre Plus and Bolton College as part of Team Bolton to put on open events, bespoke pre-employment training and work experience to guarantee interviews for residents out of work.
- As part of the planning and development stages of new builds, the Council works closely with businesses such as those at Logistics North to ensure that these developments contribute positively to our economy by creating jobs for all and supporting businesses to grow. Employers and their developers work collaboratively with the Council and the wider Team Bolton Partnership to support residents and businesses to benefit from the opportunities both during construction and subsequent occupation. This has included ring-fencing jobs at Aldi and Whistl distribution centres for unemployed residents and working with business to raise aspirations of our young people through supporting local schools.

Supporting employers to raise the aspirations of young people in schools, including schools in disadvantaged areas, by giving them 'hands on experience' of what it is like to work for a particular business and sector. This also includes Council

organised or supported events aimed at raising aspirations and supporting all young people to understand career pathways e.g. from school to Further Education, Higher Education and into employment and a [website](#) which links young people's aspirations to local career opportunities

In addition, to support the Government's overall target of 3 million apprentice starts before 2020, Bolton Council are introducing an Employment Initiatives strategy that maintains the council's social commitment as an exemplar employer. Bolton Council will increase the number of new apprenticeships offered and introduce apprenticeships for existing members of staff with the aim of working towards a target of 2.3% of the workforce to be in an apprenticeship. The council also aims to increase the quality and variety of apprenticeships to widen access to the professions, therefore higher and degree level apprenticeships are to be introduced. Feeder schemes into apprenticeships are to be supported to ensure apprenticeships readiness for those in need of extra support, and would build on the Council's exemplary practice and social commitment.

During the last five years the council has implemented improvements to pay grades 1 and 2, in order to keep local authority pay rates above the National Minimum Wage, to respond to the national Living Wage campaign and to support Bolton's anti-poverty strategy.

Since April 2013 the Council has delivered a range of initiatives as part of a 5 year £1.5M anti-poverty strategy. These initiatives include additional money skills and debt advice, additional welfare rights advocacy for customers appealing against the loss of disability benefits, the creation of the Shop on the Square to help people access affordable household goods, support for food banks, the expansion of services provided by the Credit Union and funding to help support local initiatives including the BL1 project delivered by Urban Outreach.

4.3 Workforce profile

Information about the council's workforce profile is regularly refreshed through a voluntary staff audit. The profile of the council's workforce as of 31 December 2017 is set out below. Unless otherwise stated most of these details are broadly similar to the previous workforce data published in January 2017. Where there is a significant change this has been commented upon. This data relates only to staff directly employed by the council and information has been kept at headline level, so as not to breach data protection rules or to risk identifying individuals.¹²

The information provided in this section comes from a range of data sources e.g. age, salary, full/part time, length of service and gender is from the council's Oracle system. Other data (ethnicity, disability, religion, sexual identity, marital status and caring responsibilities) is self-reported collected via a form.

Total employment; length of service; and grades:

- The council directly employs 3,766 people in 4,020 posts.

¹² The data does not include information about schools or agency staff. Information on the schools workforce will be published separately under the government's schools workforce audit.

- Almost half the workforce (49%) works part-time, and just over half works full-time 52%
- 60% of employees earn £12 - £24,000 FTE
- 28% of employees earn £24,001 - £36,000 FTE
- 10% of employees earn £36,001 - £48,000 FTE
- 2% of employees earn £48,001 FTE or more
- 20% of employees have worked for the council for five years or less
- 80% of employees have worked for the council for 5 years or more, with 51% having served ten years or more.

Gender:

- 71% of the workforce is female; and 29% male
- 58% of full-time employees are female
- 87% of part-time employees are female
- Women tend to be employed on a slightly lower grade than men, 61% earning £24,000 (FTE) or less compared to 59% of men, although 68% of the top 12% earners are female

Age:

- The council's workforce is generally older than the workforce population in Bolton as a whole, as set out below.
- 1% of employees are aged 21 or under (compared to 6% in Bolton)
- 7% of employees are aged 22-30 years (compared to 20%)
- 18% of employees are aged 31-40 years (compared to 27%)
- 29% of employees are aged 41-50 years (compared to 23%)
- 37% of employees are aged 51-60 years (compared to 20%)
- 9% of employees are aged 61 and above (compared to 5%)
- In most age groups there is a fairly even split between full time and part time, the exception to this is amongst the youngest and oldest age groups; with 72% of 16-21 year olds being part time and 63% of those 61 years or older being part time.
- 58% of employees aged 41 or over have been with the council for more than 10 years.

Disability:

- Data regarding disability is not held for 9% of the council's employees.

Of those employees we hold data for:

- 3% consider themselves to have a disability. (In the 2011 Census 20% of Bolton's residents said they had a limiting long-term illness or disability¹³) and 97% do not consider themselves to have a disability
- 55% of staff who have a disability work full-time, compared with 53% of staff without a disability
- There is good retention of staff who consider themselves to have a disability – 51% of staff from this group have been with the council for over ten years
- 2% of the top 12% earners within the council have a disability

Ethnicity:

¹³ This was around 40% in the Bolton Health and Wellbeing Survey 2010.

- Data regarding ethnicity is not held for 8% of the council's employees.

Of those employees we hold data for:

- 89% describe themselves as White (White British or belonging to a white minority ethnic group). This compares with 83% in Bolton as a whole
- 10% describe themselves as belonging to a black or minority ethnic (BME) group. This compares with 18% in Bolton as a whole
- 61% of staff from BME groups work part time compared to 47% White.
- 47% of BME employees have been with the council for 10 years or more, compared with 52% of white employees
- 7% of the top 12% earners are from BME groups

Religion:

- Data regarding religion is not held for 10% of the council's employees.

Of those employees that have provided data:

- 71% are Christian (compared to 63% in Bolton)
- 10% are from other faiths (compared to 14% in Bolton)
- 19% of employees have no religion (compared to 17% in Bolton)

Sexuality

- Data regarding sexuality is not held for 30% of the council's employees.

Of those employees that have provided data:

- 2% are gay, lesbian or bi-sexual
- 98% are heterosexual

Caring status:

- Data regarding caring status is not held for 13% of the council's employees

Of those employees that have provided data:

- 44% of employees have no caring responsibilities
- 56% of employees have caring responsibilities

Of employees with caring responsibilities:

- 13% care just for adults
- 79% care just for children
- 9% care for both adults and children
- 52% of those with caring responsibilities work part-time, compared to 44% of employees who do not have caring responsibilities.
- There is good retention of staff with caring responsibilities - 55% have been with the council for over ten years.
- 13% of the top 12% earners have caring responsibilities
- Flexible working policies are in place to support staff with caring responsibilities. All employees are now able to apply to reduce their working hours on a permanent or temporary basis in line with the council's Flexible Working Policy and the needs of the service.

Pregnancy and maternity:

- Women who require maternity leave (and parents who require paternity or shared parental leave) are supported in line with the council's human resources policy framework.

Marriage and civil partnership:

- Data regarding marital status is not held for 39% of the council employees. Of employees who have provided data; 62% are married or are in a civil partnership.

4.4 Leavers, and the changing shape of our workforce

The profile of the council's workforce changes on an ongoing basis as a result of staff turnover. Between 1st January and 31 December 2017 346 people left the employment of the council (equivalent to 358 posts). Of these posts:

- 50% resigned
- 2% TUPE'D out
- 18% took voluntary severance, voluntary early retirement or voluntary redundancies.
- 17% retired
- 2% were on fixed term contracts which came to an end
- 3% were dismissed

The changing shape of the workforce is monitored through the savings and efficiency programme.

4.5 Gender Pay Gap

The Equality Act 2010 (Gender Pay Gap Information) Regulations came into effect in March 2017.

They require that organisations with 250 employees or more publish a series of statistics covering a number of different measures of the gap between the total pay of male and female employees.

These measures must be published, no later than 30 March 2018 for Public Authorities, and every 12 months thereafter. Therefore, in future years the figure will be included in this report. This year's figure will be published at <http://www.bolton.gov.uk/sites/documentcentre/Documents/GENDERPAYGAP.pdf> following ratification by Full Council.

5 Fostering good relations

5.1 Leadership and stronger communities

Bolton is a diverse borough with a distinct local character and strong community relationships. It is a place where people from all walks of life are welcomed, and where tolerance and respect are strong.

This culture did not come about by accident. Partners from across the public, private, and voluntary sectors are committed to building strong communities. Fostering good relations is a key part of our work to build community and social cohesion across the Bolton Family. It is about making sure that people from across Bolton's communities have a voice, and are able to engage with the council and its partners in order to influence decisions which are important to them

Reinvigorating One Bolton

Bolton prides itself on a long tradition of cohesive communities with a vibrant community, voluntary and faith sector, strong leadership and a commitment to positive long standing partnerships across the town. This has contributed to an important part of our work across the Bolton partnership and was articulated in the cohesion strategy that was developed back in 2010. Bolton's Partnerships are strong. Our Vision Partnership has been operating for many years and is mature in its organisation and commitment to the town. Much of our resilience is attributable to the time and effort taken by all, to nurture these relationships.

Bolton 2030 (active, connected, prosperous)

One of the six priority themes in the new Bolton Vision 2030 is "Developing stronger, cohesive, more confident communities in which people feel safe, welcome and connected". It's therefore timely that we support this by making sure that our understanding and practice around cohesive communities is current and appropriate.

Our commitment

Developing stronger, cohesive, more confident communities in which people feel safe, welcome and connected is something that's built into all our mainstream activity. It's part of the 'day job' across our partnerships and intrinsically runs through strategies, policies and practices.

We monitor and manage risks and threats to our town through communication, partnership working and careful planning.

Bolton 2030 has a strong focus on place and the people within them. We support local communities including through our work around Neighbourhood Management, Place Based Integration, local area activity & area working. We encourage participation and opportunities for people to come together in an active way. We help local communities to help themselves and particularly focus on those areas where need is greatest.

We support the most disadvantaged people in the town, helping to build resilience and safeguarding those that are vulnerable to risk. We will promote these values through the visible use of One Bolton branding.

5.2 Stronger communities and the voluntary sector

The voluntary sector makes a significant contribution to the quality of life and relationships within our communities. Voluntary, community and faith organisations

are pivotal in building strong, active and cohesive communities in Bolton; and in encouraging people from across the borough to get involved with their community.

Despite the challenges of the current economic conditions, the council and the voluntary sector in Bolton have remained committed to working together to improve the quality of life for local people. However, the council has had to make significant budget savings, which has involved some difficult choices.

The Community Empowerment Fund makes resources available for community groups or business to bid for in order to manage demand for council services and/or mitigate the impact of resource reductions is a key response to maintaining cleanliness standards.

5.3 Bolton's Events: Celebrating diversity

In Bolton we believe it is important to bring communities together and encourage harmony. Engaging effectively with our communities is central to the success of this work.

- Bolton Pride – first ever Bolton specific event held in 2015 under the banner 'love Bolton, hate homophobia'. The event has grown each year and now includes a parade and stalls in the town centre. The annual Diversity Awards, now in their third year, celebrate how the town supports and embraces the LGBT community. In 2017 Bolton Pride also won a national No2H8 Crime Award for their work tackling hate crime <http://boltonpride.co.uk/>
- Interfaith work; faith trails / interfaith young ambassadors. <http://www.boltoninterfaithcouncil.org.uk/bic-activities.html>
- Christian cohesion – key events through the year; Easter passion / Christmas etc. <http://www.gmim.org.uk/boltonccc/about-us/>
- Bolton Council of Mosques (BCOM) – open days / breaking fast events during Ramadan etc... <http://www.thebcom.org/index.html>
- Hindu forum – key events through the year <http://www.boltonhinduforum.org.uk/>
- Faith leaders forum – chaired by Canon Matt Thompson
- Bolton Wanderers Community Trust – fun days, disability football etc. <http://www.bwct.org.uk/>

6 Conclusion

This document acts as the annual refresh of the Equality Information for 2017. The information provided serves to demonstrate how the Council responds to the duties of the Equality Act 2010 as part of its core business.

This document also demonstrates the strong leadership from across the community which underpins the borough's work to reduce disadvantage and to improve the quality of life for everyone in the Bolton family.

The council and partners are currently working on an action plan to deliver the new vision for Bolton 2030. It builds on the 'appreciative inquiry' at the Vision Conference in 2017 which started a year of deep engagement on the vision for the Borough. This will be the main means by which we will hold ourselves to account on progress to reduce inequality and improve the quality of life for local people. Bolton's strong partnership leadership will continue to be essential in making progress against the Vision, and in supporting our communities to become strong and confident. Performance will be reported regularly to the council's Elected Members and the wider partnership.

We understand that the global economic recession continues to have an impact not only on the council, but on our partners, our customers and our employees as well. In a time of reducing resources, the council has to make some difficult decisions but we continue to seek to make these decisions in a fair and transparent manner, and in line with a clear philosophy, which has the principle of protecting Bolton's most vulnerable at its heart.

Supporting our workforce through these challenges will continue to be important in the coming years. It is also important that the council continues to support its staff to deliver Bolton's aims of economic prosperity and narrowing the gap. As part of this, we must maintain a culture in which diversity is respected and celebrated and in which discrimination, harassment and victimisation are not tolerated.