

Gender Equality Scheme Monitoring Report

1 April 2009 to 31 March 2010

Introduction

The Forestry Commission

The Forestry Commission (the Commission) is the Government department responsible for the protection and expansion of Britain's forests and woodlands, including increasing their value to society and the environment.

The Commission is therefore committed to ensuring that the forests and woodlands we manage are accessible to and enjoyed by all groups in society regardless of gender, race, disability, age, religion, religious belief, or sexual orientation.

We work with a wide range of partners from private sector landowners to sports clubs, local communities to national businesses, on a whole host of recreation, regeneration and educational schemes. Our responsibilities span research, commercial timber production, sustainability programmes and policy, as well as learning and leisure.

Our goal is always to ensure that, at a practical level, Britain can use its forests to contribute positively to as many of the nation's needs as we can while sustaining this great resource for the future.

The Forestry Commission:

- Welcomes more than 50 million visitors every year to our woodlands, which includes 55 visitor centres, almost 500 car parks, 155 easy access trails and 2,600 km of cycle trails;
- Welcomes more than 100,000 people per year to our concerts in the forest;
- Provides 109 forest classrooms or educational facilities;
- Employs more than 3,000 people, most of whom are in rural areas;
- Plants more than 17 million trees every year;
- Produces more than 5 million tonnes of timber every year, which equates to almost 44% of UK's daily timber production;
- Cares for 827,000 hectares of sustainably managed woods and forests, including more than 1.4 billion trees;
- Maintains 24,000 km of forest roads and 2,300 bridges; and
- Helped expand Britain's woodlands by an area more than three times the size of greater London in the last 20 years.

The Commission's mission and structure

Our mission

The mission of the Forestry Commission is to protect and expand Britain's forests and woodlands and increase their value to society and the environment.

Our objectives are to: -

- Protect Britain's forests and woodlands;
- Expand Britain's forest area;
- Enhance the economic value of our forest resources;
- Conserve and improve the biodiversity, landscape and cultural heritage of our forests and woodlands;
- Develop opportunities for woodland recreation; and,
- Increase public understanding and community participation in forestry.

Our structure

The Forestry Commission is a statutory body and non-Ministerial Government Department with responsibility for forestry throughout Great Britain. Under the Devolution Settlement, the Forestry Commission was designated a cross-border public authority. Therefore, it now exercises its powers and duties separately and receives separate funding in England, Scotland and Wales.

The Commission has a statutorily appointed Board of Commissioners consisting of a Chairperson and up to ten other Forestry Commissioners, including our Director General, who are appointed by the Queen on the recommendation of Ministers.

Each country is led by a Director who is also a member of the Great Britain Board of Commissioners. Delivery of policy, as well as progress against strategy objectives, is overseen in each country by the Commission's National Committee for England, National Committee for Scotland and National Committee for Wales.

The Commission also has an Executive Board which assists the Director General, Forest Research Chief Executive and Country Directors in the effective management of the Commission by providing leadership and setting direction for the organisation.

The Forestry Commission takes the lead, on behalf of all three administrations, in the development and promotion of sustainable forest management. We deliver the distinct forestry policies of England, Scotland and Wales through specific objectives drawn from the country forestry strategies so our mission and values may be different in each.

We also have three executive agencies that work to targets set by Commissioners and Ministers:

- Our public forests, woodlands and other lands in England and Scotland are managed by Forest Enterprise agencies on behalf of the Forestry Commission in that country.
- Forest Research is a GB-wide agency which aims to be a robust, market-relevant and flexible organisation with a reputation for innovative applied science through the provision of research, technical development, monitoring, surveying and advice.

But throughout, we aim to be an organisation that values:

- **teamwork** - working as teams with colleagues and others to ensure that trees, woods and forests meet the needs of people in each part of Britain
- **professionalism** - enjoying and taking pride in our work, achieving high standards of quality, efficiency and sustainability
- **respect** - treating one another with consideration and trust, recognising each person's contribution
- **communication** - being open, honest and straightforward with colleagues and others, as willing to listen as to tell
- **learning** - always learning, from outside the Forestry Commission as well as from within
- **creativity** - not being afraid to try new ways of doing things

Our People Strategy and Equality and Diversity Strategy

The corporate plans for each country and Forest Research have common themes defining how the Forestry Commission wishes to work; these determine the key strategic drivers for how the organisation manages its people.

Our People Strategy demonstrates our commitment to our people and how we will attract, manage and develop a diverse workforce over the next three to five years.

The People Strategy (2007) has the following high-level goals:

- To demonstrate excellence in the leadership and management of a diverse workforce
- To support people in their professional and personal development and improve organisational performance, identifying and overcoming any barriers to progression
- To maintain a safe and healthy environment and develop a diverse workforce
- To adopt people practices for the future, which support efficient and effective processes of delivery, through HR support and advice.

To help us embed the diversity elements of our People Strategy throughout the Forestry Commission, in autumn 2008 we also implemented an Equality and Diversity Strategy that introduced the following five high-level aims:

- **Aim 1:** To recruit and employ more people from a diversity of backgrounds in order to make the Forestry Commission representative of the population of the areas where we operate
- **Aim 2:** To support our departmental policies, organisational objectives and operational practice by ensuring our equality and diversity policies allow all people irrespective of race, disability, gender, age, sexual orientation and religion and belief to have access to all our services
- **Aim 3:** To improve our engagement with people from diverse backgrounds especially people in minority and under-represented groups

- **Aim 4:** To articulate to our staff the business, moral and ethical case for equality and diversity in an easily accessible manner and to monitor and evaluate our progress by improving data quality, collection and analysis
- **Aim 5:** To go beyond fulfilling the Commission's general and specific duties and our responsibilities as a public body to become known as an exemplar employer and service provider in respect of equality and diversity.

Further information on the Forestry Commission, including our aims and structure, can be found on our [website](#).

The Gender Equality Duty

The Equality Act 2006 created what is known as the 'gender duty' on all public organisations and government departments.

The General Duty requires public bodies to:

- eliminate unlawful discrimination and harassment; and
- promote equality of opportunity between women and men.

To support progress in delivering the general duty there are the following specific duties:

- to prepare and publish a gender equality scheme, showing how we will meet our general and specific duties, and setting out gender equality goals in an action plan;
- in formulating overall goals, to consider the need to include objectives to address the causes of any gender pay gap that exists (such as occupational segregation and promotion rates);
- to assess the impact of current and proposed policies and activities on gender equality;
- to gather and use information on how our policies and practices affect gender equality in the workforce and in the delivery of services;
- to consult stakeholders (i.e. employees, service users, trade unions etc) in the development of the scheme and take account of relevant information in order to determine equality objectives;
- to implement the actions set out in the scheme within three years, unless it is unreasonable or impracticable to do so; and,
- to report every year on progress and review the scheme at least every 3 years.

As part of the duty, public authorities are required to have due regard to the need to eliminate unlawful discrimination and harassment in employment and vocational

training for people who have undergone, intend to undergo, or are undergoing, gender re-assignment.

Further, organisations covered by the duty are required to be pro-active in their Gender Schemes. They must demonstrate that they treat men and women equally rather than waiting to react to complaints of discrimination or harassment.

The FC's Gender Equality Scheme

The FC's second Gender Equality Scheme 2010 to 2013 is currently undergoing a period of external consultation, and can be viewed [here](#). This outlines the FC's commitment to both the general and specific Gender Equality Duties.

- The Scheme also outlines the details of how the FC will:
- address the requirements of the Gender Equality Employment Duties;
- provide services and initiatives that will embrace diversity and promote equality of opportunity; and
- meet both the general and specific duties of the Gender Equality Duty.

The FC's Gender Equality Monitoring Report for the period 1 April 2009 to 31 March 2010

The purpose of this report is to outline the progress made against the actions outlined in the Gender Equality Scheme, to provide annual monitoring statistics and analysis of the FC's staff and to highlight some examples of good practice through various initiatives undertaken during 2009-10.

The Gender Equality Monitoring Statistics

In order to appropriately monitor progress and action, the Forestry Commission focuses on six discrete management units as follows:

England	- staff working directly for Forestry Commission and Forest Enterprise England
Scotland	- staff working directly for Forestry Commission and Forest Enterprise Scotland
Wales	- staff working directly for Forestry Commission Wales
Forest Research	- staff working directly for the Forest Research Agency throughout Britain
Business Units	- staff working directly for the Business Units (Civil and Mechanical Engineering, Forestry Commission Nurseries and Renewable Energy) throughout Britain.
Silvan House	- staff working in centralised divisions and serving every Management Unit of the Forestry Commission (e.g. HR, Finance, IT)

These six areas impact on the reporting and analysis of our employment data and service provision.

We have completed a detailed gender monitoring process for employment data collected between April 2009 and March 2010, the outcomes of which are outlined below, and actual figures are included in the tables highlighted in [Appendix 1](#):

Staff in post: (Table 1) Our data shows at 31 march 2010 that overall the Forestry Commission had 3514 staff in post, of which 1157 (33%) were female, and 2357 (67%) were male.

This highlights that overall the total number of staff working for the Forestry Commission has increased slightly, with the number of female staff continuing to increase by 47 between April 2009 and March 2010 (in comparison to 2009) and a 5% increase over a three year period.

Although, this is not a significant percentage increase and is not reflective of the gender split of the overall population across Great Britain, we are hopeful that this is an indication of a changing perception of careers within the Forestry Commission and our potential as an employer.

Full/part time split: At 31 march 2010 a total of 2913 (83%) of the Commission's staff worked full-time. Of the 601 staff

[\(Table 2\)](#)

who worked part-time, 395 or 66% were women.

The table demonstrates that of the 1157 women employed, 762 (66%) are employed on a full-time basis. The pattern for male employees is that of the 2357 employed, 2151 (91%) are employed on a full-time basis.

Therefore, women working full-time represent 22% of all staff. There is an increase of 64 women working full-time when compared to the analysis from last year. There is also an increase of 71 men who work part-time compared to last year.

The analysis reflects the national position where traditionally women are the 'mother and primary carer' and subsequently work in part-time roles. As we value the skills and knowledge that all people can bring, the Forestry Commission continues to offer a number of family-friendly policies and working patterns to attract and retain a wide range of staff, the analysis of which can be found in [Table 11](#).

Type of contract:
[\(Table 3\)](#)

The Commission utilises a number of contract types to meet the needs and resource constraints of our business. This enables us to increase our workforce temporarily to meet seasonal and short term project demands, whilst maintaining a permanent workforce to deliver our long term aims and objectives.

As of 31 March 2010 a total of 82% of all female employees had a permanent contract, compared to 87% of all male employees. This is very similar to the figure reported in 2009.

For our remaining staff we have: -

- 9% female and 5% males on fixed term appointments;
- 6% female and 5% male on Short Term Temp appointments; and,
- 3% for both female and males working "Other" contract types, including contractors and Office holders.

The data therefore highlights that there is not a significant difference in the gender equality of our contract types. However, we will continue to monitor all contract types and investigate further should any ongoing trends start to appear.

**Pay
Band/Grade:**
[\(Table 4\)](#)

The table shows that at both Senior and Middle management levels, women fill 26% and 24% of the posts respectively (34% of posts at the remaining level). Overall, women make up 33% of the staff in the organisation.

It is encouraging to find that the number of women in the Senior Staff Group has risen from 5 to 6, and in the Middle Management Group from 66 to 83 over the year.

**Internal
Recruitment
and
promotion:**
[\(Table 5\)](#)

The Forestry Commission holds open competitions for its internal vacancies.

Our information shows that, of those who applied for an internal trawl, 27% were women, 64% were men, and 9% did not declare their gender.

A total of 39% of women who applied were successful, compared to 35% of men, and 17% who did not declare their gender. Promotion occurred for 27% of the women who applied, compared to 22% of the men and 11% who did not declare their gender.

However, overall in terms of number, fewer women were successful and fewer gained promotion than men; this is due to the much larger proportion of male applicants (two thirds of employees are men). Successful men and successful women represented 49% and 17% respectively of all applicants. Men successful and gaining promotion represented 14% of all applicants, while women successful and gaining promotion represented 7% of all applicants.

**External
recruitment:**

The table shows that we received 6188 applications in the year, of which 26% were from women, 48% from

[\(Table 6\)](#)

men and 26% from people who did not complete the Monitoring Form. However it is important to note that when taking into account those whose gender was not declared, the proportion of female and male applicants is not greatly different from the gender profile within the Forestry Commission (33% women, 67% men). This highlights the ongoing need to encourage more women to consider careers within the forestry profession.

A higher percentage of the women who applied were invited to interview (12%) than of the men (9%). Similarly, a higher percentage of the women who applied were successful at interview (3%) than of the men (2%). Overall the successful rate for both successful men and women represented 0.8% of all applicants. This indicates that an almost equal number of women (55) and men (50) were appointed, and that women were as likely to be successful in their application as men.

Internal training:
[\(Table 7\)](#)

The data shows that men have attended more formal training than women, with 73% attendance by men and 27% by women. During the year, men attended an average of three training events per member of staff, in comparison with women who attended an average of two training events.

Further interpretation shows that 41% of the attendance was in the technical areas of Forest Management and Operations. These areas of our business are where the majority of our staff are male and we would expect fewer women to attend in these categories.

Excluding the figures for Forest Management and Operations training, our figures show that 35% of the remaining training attendance was by women and 65% by men, reflecting the gender profile of the organisation.

External training:
[\(Table 8\)](#)

As well as providing staff with the opportunity to attend internal training, we also actively encourage them to identify and undertake external training to develop skills and knowledge.

The external training is collated and monitored by the following headings:

- Interpersonal skills;
- Information Technology;
- Management Training
- Personal Development; and,
- Technical Training.

Overall, our data shows that staff attended 1400 external training events, of which 39% was undertaken by women.

Further interpretation shows that attendance for Technical Training was significantly higher for males at 80%. Again, as this type of training supports areas of our business where the majority of our staff are male and we would expect less women to attend in this category.

Leavers:
[\(Table 9\)](#)

Overall, our data shows that the number of women leaving the Commission is lower than men.

We will continue to monitor the reasons why people leave our employment, and take action to address any trends, in relation to gender inequality, if they become apparent.

Discipline:
[\(Table 10\)](#)

The number of people subject to the disciplinary process was 19, representing less than 0.5% of the overall workforce. More men were subject to discipline (18) than women (1) and of the total subject to discipline the percentage of men (95%) is higher than the overall percentage of men in the organisation (67%).

Our data would therefore suggest that men appear more likely to be subject to disciplinary procedures. However, further investigation of the reasons why action was taken confirms that the majority were for policy breaches by operational staff, where the roles involved are predominantly male, in relation to Health and

Safety, criminal convictions, or misuse of Forestry Commission property/assets.

Our data confirms that there is no emerging trend in relation to the gender of staff that undergo disciplinary procedures, as evidence from the past 3 years shows that numbers for both men and women fluctuate.

Our Case Managers will continue to monitor all disciplinary cases to ensure that our policy is being applied correctly by managers, and we will report data annually through our monitoring reports.

Grievance:
[\(Table 10a\)](#)

The total number of staff raising grievances (12) represents less than 0.3% of the overall workforce. More women (7) raised grievances than men (5) and of the total that raised a grievance the percentage of women (58%) is higher than the overall percentage of women in the organisation (33%).

As grievance can be raised for a wide variety of reasons we have reviewed the data available, which has confirmed that there are no gender specific reasons for action being initiated.

Our data collated over the past 3 years also confirms that there are no historic trends emerging, as case numbers for both men and women continually fluctuate.

Our Case Managers will continue to monitor all grievance cases to ensure that our policy is being applied correctly by staff and managers, and we will report data annually through our monitoring reports.

Work pattern:
[\(Table 11\)](#)

The Commission recognises the importance of helping its staff to balance work and home life by offering flexible working arrangements. It is hoped that this will help us to attract and retain a diverse workforce, through recognising the needs of parents and individuals with caring responsibilities, as well as those who have interests and aspirations that impact on their time.

The table shows that 28% of those not working a standard Monday to Friday week are women. The figures indicate that the proportion of women working non-standard hours has decreased by 1% since 2008/09 and may reflect the fact that the number of women working part-time in Forestry Commission has also decreased slightly (see [Table 2](#)).

Gender Equality Initiatives

Equal Pay

The Forestry Commission is committed to the principle of equal opportunities in employment. We believe it is in the Commission's interest and makes good business sense that all aspects of pay are awarded fairly and equitably.

Below the Senior Staff Group there are 10 pay bands, reflecting 8 levels of job responsibility. At pay band 5 and 6a level, there are 'Operational' pay bands for staff in roles which require longer and more variable working hours than the norm, and on-call duties. Staff in these pay bands receive a higher basic salary than their non-operational peers, but do not qualify for paid overtime.

Our forest-based roles such as forest crafts, machine operators, etc were mostly perceived in the past as a male profession. With the average length of service being around 20.6 years, this is still apparent in the structure of the workforce today as our longer-serving staff tend to be male, therefore proportionately we have more men at the maximum of the pay scales than women, which give rise to a 'natural' pay gap.

These roles also had a greater business need to work additional hours, and this continues, although to a lesser extent than in previous years.

Increasingly, the new roles in the Forestry Commission require professionally qualified people and are more accessible to either gender. This is having an effect on the workforce, with an increasing proportion of female staff over the last 5 years, and more females in middle and senior management roles.

The Commission has been actively re-structuring its pay system, shortening the length of pay scales and the time it takes to progress from entry point to pay band maximum. This approach is steadily reducing the gender pay gaps in our system, as measured by the two primary indicators (mean average salary and mean average earnings). We anticipate this trend continuing in future years.

The Forestry Commission's strategy to reduce the pay gap is incremental. The three year pay agreement, implemented in October 2008, aims to reduce the pay gaps to below 5% in each Pay Band.

Tables containing our equal pay data can be found at [Appendix 2](#).

Equal Pay Review

The Forestry Commission undertakes regular pay audits to review our policies, their application, and identify any direct or indirect causes of pay inequality. Following the introduction of the three-year pay award in 2008 we undertook an audit in Autumn 2009 to understand how that award had affected people from different groups and if there were any issues we needed to address.

The 2009 analysis indicated differences, ranging from 0.3% to 4.9%, between mean salary for females and males in each pay band. Analysis of the 2008 pay award indicated that these differences have been reduced in most pay bands, as highlighted in [Appendix 2](#)

The equal pay review also identified that male employees were significantly more likely to claim overtime (46% of males, 40% of females claimed), and on average received significantly higher overtime payments (£ 2,109 each for males, £ 835 for females). However, it should be noted that there are role and length of service related reasons for these outcomes, and we will continue to ensure that future pay negotiations take these differences in to consideration.

Customer services

Visitor Surveys indicate that the numbers of men and women visiting our forests is very close to equal. There is some local variation in the gender ratio visiting and using our facilities, but it is thought this may be associated with the attractions and activities available.

For example, there is evidence to suggest that visitors to sites well known for mountain bike routes, are much more likely to be male than female (84% male, 16% female at our 7 Stanes mountain biking attraction (2007)). In contrast, Rosliston in the National Forest, Derbyshire offers more family/child friendly facilities where evidence suggests that visitors are more likely to be female than male (76% female, 24% male (2009)).

A 2005/06 Music in the Forest survey of concert attendees indicates that, in general though not at each concert surveyed, women are more likely to attend than men (55% women, 44% men).

This near equality being the case, the Forestry Commission tends to focus on increasing other types or strands of visitor diversity, but resources are utilised for some gender specific initiatives aimed at visitors or potential visitors.

Survey	Visitor Numbers	
	Male %	Female %
Monitoring quality and experience of forests in:		
• North and mid Wales (2007)	45	55
• South West England (2007)	52	48
All forest surveys of FC Forests Scotland (2007)	53	47
All forest surveys of FC Forests Wales (2007)	56	44
All forest surveys of FC Forests England (2007)	53	47
Welsh Outdoor Recreation Survey (2008)	48	52
Active England Evaluation (2009)	50	50
Afan Forest Park Visitor Survey (2009) (with 62% of visitors utilising mountain biking activities)	76	24
Public Opinion Survey (UK 2009) 'In the last few years have you visited forests or woodlands for walks, picnics or other Recreation?' 'Yes' respondents	77	77

Full survey results are available on our website www.forestry.gov.uk/statistics.

Gender Equality Priorities 2010 - 2011

The following key priority actions have been identified by the Head of Diversity and will form the basis of the action for the rest of the year. Following this time, GES actions will be reviewed and priorities assessed for the following twelve months.

- Continue to assess the impact of our policies through the EqIA process in order to ensure that the needs of both women and men are fully considered;
- Continue to develop the profile of the Forestry Commission as an employer in order to widen the field of applicants for traditionally perceived male roles such as foresters, machine operators, mechanics and engineers, and female roles such as administration and education;
- Continue to develop our Senior Leaders of the future, focussing on creating a fair gender balance, through implementation and delivery of development training, programmes and partnerships, including consideration of new mentoring and Leadership Development programmes;
- Continue to review the membership of our Public Appointments, and encourage people from diverse groups to participate and increase the range of ideas, insights and experience available to our decision making;
- Continue to encourage and support our National, Regional and local teams to provide services that promote gender equality, and tackle other issues such as improving health and promoting social and/or cultural inclusion;
- Monitor results of statistical analysis carried out to establish whether or not those people who take Career breaks, women who take Maternity breaks and those who work Flexible Working Patterns, have equality of opportunity in career progression;
- Monitor all contract types and investigate further should any ongoing trends start to appear, to ensure that there is no gender bias;
- Continue to monitor the take-up of staff training, both internal and external, and explore with the Learning and Development team the types of courses on offer to ensure that a wide range of development opportunities are offered to both male and female employees;
- Consider further promotion of flexible working options, particularly targeted to male staff; and,
- Consider delivery and promotion of tools to assist staff to promote health and achieve a good work/life balance.

Summary

This report, detailing employment monitoring data and progress in meeting the general and specific Gender Equality Duties, supports the Forestry Commission's aim of mainstreaming equality of opportunity and diversity of workforce and customer services. The report will be published on the Forestry Commission's Internet and Intranet and hard copies will be sent to the Equality and Human Rights Commission.

Alternative Format and Contact Details

If you have any questions on the content of this report, or if you need this publication in an alternative format, for example in large print or in another language, please contact:

**The Diversity Team
Forestry Commission
Silvan House
231 Corstorphine Road
EDINBURGH
EH12 7AT**

E-mail: diversity@forestry.gsi.gov.uk

Tel: 0131-314-6575

Appendix 1 - Employment Data*

*Please note that staffing data used to complete these tables covers all staff deemed to be in paid employment by the Forestry Commission, including Public Appointments, contractors, office holders, and some apprentices. As such, figures may differ from other published reports which only include people deemed as Forestry Commission staff.

Table 1. All staff in post at 31 March 2010

	Female	Male	Female percentage	Male percentage	Grand Total
England	455	740	38%	62%	1195
Scotland	257	753	25%	75%	1010
Wales	117	258	31%	69%	375
Forest Research	103	169	38%	62%	272
Business Units	67	273	20%	80%	340
Silvan House	158	164	49%	51%	322
Grand Total	1157	2357	33%	67%	3514

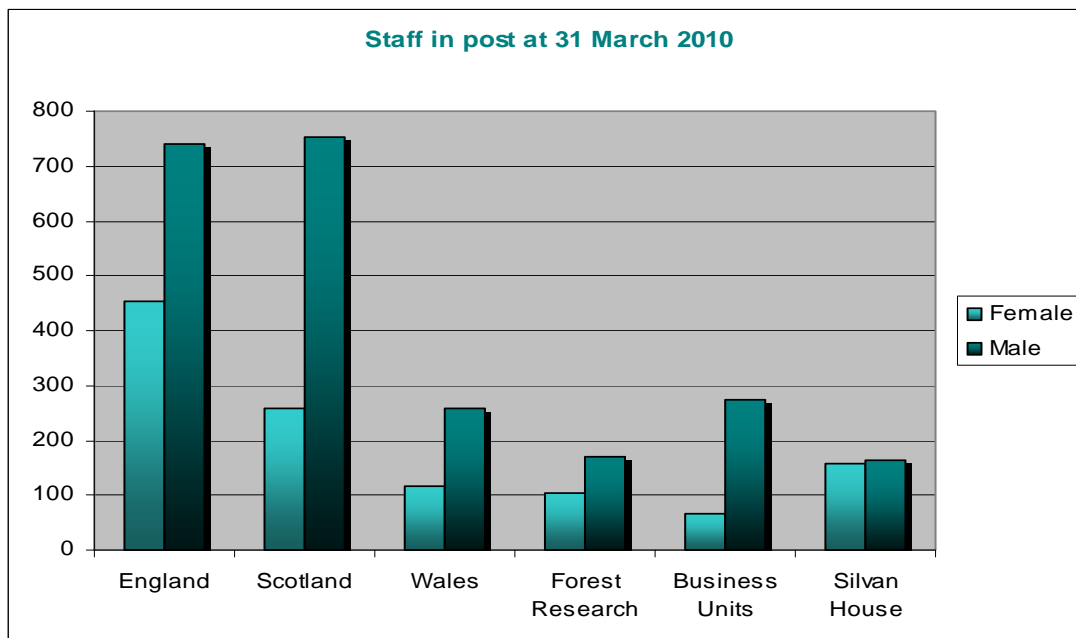


Table 2. Full time / part time split at 31 March 2010

	Female	Male	Grand Total	Female % (in Management Unit)	Male % (in Management Unit)
England Full Time	282	665		24%	56%
England Part Time	173	75		14%	6%
Total England			1195		
Scotland Full Time	175	667		17%	66%
Scotland Part Time	82	86		8%	9%
Total Scotland			1010		
Wales Full Time	81	241		22%	64%
Wales Part Time	36	17		10%	4%
Total Wales			375		
Forest Research Full Time	68	158		25%	58%
Forest Research Part Time	35	11		13%	4%
Total Forest Research			272		
Business Units Full Time	41	266		12%	78%
Business Units Part Time	26	2667		8%	2%
Total Business Units			340		
Silvan House Full Time	115	154		36%	48%
Silvan House Part Time	43	10		13%	3%
Total Silvan House			322		
	Female	Male	Grand Total	Female % (all staff)	Male % (all staff)
Total Full Time	762	2151	2913	22%	61%
Total Part Time	395	206	601	11%	6%
Total staff in post	1157	2357	3514		

Table 3. Type of contract at 31 March 2010

	Gender	Fixed Term	Permanent	Short Term Temporary	Other*	Total
England	Female	41	386	20	8	455
	Male	27	665	26	22	740
Scotland	Female	34	200	15	8	257
	Male	32	635	72	14	753
Wales	Female	6	96	13	2	117
	Male	12	230	6	10	258
Forest Research	Female	10	80	12	1	103
	Male	24	129	13	3	169
Business Units	Female	6	50	2	9	67
	Male	8	237	3	25	273
Silvan House	Female	9	141	5	3	158
	Male	9	145	6	4	164
Total	Female	106	953	67	31	1157
	Male	112	2041	126	78	2357
Grand total		218	2994	193	109	3514
		Fixed Term	Permanent	Short Term Temporary	Other	
As a percentage of Contract Type						
	Female	49%	32%	35%	28%	
	Male	51%	68%	65%	72%	
As a percentage of all staff in post at 31 March 2010						
	Female	3%	27%	2%	1%	
	Male	3%	58%	4%	2%	
As a percentage of gender in post at 31 March 2010						
	Female	9%	82%	6%	3%	
	Male	5%	87%	5%	3%	

*Other includes Contractors, Office Holders, Committee Members, Part Year, Re-employed Pensioners, Secondments to FC, and Fixed Term Re-occurring.

Table 4. Pay Band (Grade) at 31 March 2010

Pay Band (Grade)	Female	Male	Grand Total	Female % in the Pay Band	Male % in the Pay Band	Female % total female staff in post	Male % total male staff in post
Chair	1	0	1	100%			
Commissioner	2	3	5	40%	60%		
Senior Staff Group 3	0	1	1		100%		
Senior Staff Group 2	0	2	2		100%		
Senior Staff Group 1A	2	6	8	25%	75%		
Senior Staff Group 1	1	5	6	17%	83%		
Total Senior Staff	6	17	23	26%	74%	<1%	<1%
Pay Band 1	2	28	30	7%	93%		
Pay Band 2	22	92	114	19%	81%		
Pay Band 3	59	140	199	30%	70%		
Total Middle Management	83	260	343	24%	76%	7%	11%
Pay Band 4	111	294	405	27%	73%		
Pay Band 5	185	144	329	56%	44%		
Pay Band 5 (operational)	56	346	402	14%	86%		
Pay Band 6A	125	412	537	23%	77%		
Pay Band 6A (operational)	56	209	265	21%	79%		
Pay Band 6B	445	477	922	48%	52%		
Pay Band 7	60	100	160	38%	62%		
Other*	30	98	128	23%	77%		
Total Other	1068	2080	3148	34%	66%	92%	88%
Grand Total	1157	2357	3514	33%	67%		

*Other includes Contractors, Office Holders, Committee Members, and some modern apprentices (Peninsula District only).

Table 5. Internal recruitment and promotion during 2009/10

	Gender	Total applicants	Invited to interview	Successful	% successful (within gender of applicants)	Promoted	% promoted (within gender of applicants)
England	Female	13	10	9	69%	6	46%
	Male	31	30	14	45%	7	23%
	No response	3	3	1	33%	-	-
Scotland	Female	11	5	3	27%	3	27%
	Male	29	25	11	38%	8	28%
	No response	9	2	1	11%	1	11%
Wales	Female	7	6	3	43%	1	14%
	Male	17	11	7	41%	5	29%
	No response	-	-	-	-	-	-
Forest Research	Female	10	8	1	10%	1	10%
	Male	21	12	5	24%	3	14%
	No response	-	-	-	-	-	-
Business Units	Female	2	2	2	100%	2	100%
	Male	6	3	3	50%	1	17%
	No response	-	-	-	-	-	-
Silvan House	Female	8	3	2	25%	1	13%
	Male	21	14	4	19%	4	19%
	No response	6	2	1	17%	1	17%
Total Female Applicants		51	34	20	39%	14	27%
Total Male Applicants		125	95	44	35%	28	22%
Total No response Applicants		18	7	3	17%	2	11%
Grand Total Applicants		194	136	67	35%	44	23%
Female as a % of all in category		27%	25%	30%		32%	
Male as a % of all in category		64%	70%	66%		64%	
No response as a % of all in category		9%	5%	4%		4%	
As a % all applicants			Interviewed		Promoted		
Female			17%		7%		
Male			49%		14%		
No response			4%		1%		

Table 6. External recruitment during 2009/10

	Gender	Total Applicants	Invited to Interview	Successful	% interviewed (within gender of applicants)	% successful (within gender of applicants)
England	Female	1281	110	31	9%	2%
	Male	1924	132	22	7%	1%
	No response	910	51	10	6%	1%
Scotland	Female	431	62	13	14%	3%
	Male	835	120	23	14%	3%
	No response	405	23	6	6%	2%
Wales	Female	80	23	6	29%	8%
	Male	127	25	3	20%	2%
	No response	46	9	3	20%	7%
Forest Research	Female	108	12	4	11%	4%
	Male	265	18	5	7%	2%
	No response	136	11	1	8%	1%
Business Units	Female	19	3	2	16%	11%
	Male	110	14	3	13%	3%
	No response	72	5	1	7%	1%
Silvan House	Female	163	17	5	10%	3%
	Male	254	19	3	8%	1%
	No response	81	5	-	6%	-
		Total	Interviewed	Successful		
Total Female Applicants		1631	196	55	12%	3%
Total Male Applicants		2939	276	50	9%	2%
Total No Response		1618	103	21	6%	1%
Grand Total Applicants		6188	575	126	9%	2%
Female as a % of all in category		26%	34%	44%		
Male as a % of all in category		48%	48%	40%		
No response as a % of all in category		26%	18%	16%		
As a % of all applicants			Interviewed	Successful		
Female			3%	0.8%		
Male			5%	0.8%		
No response			2%	0.3%		

Table 7. Internal training Attendance 2009/10

Type of training	Gender	England	Scotland	Wales	Forest Research	Business Units	Silvan House	Grand Total
Forest Management (FM)	Female	117	136	46	10	15	7	331
	Male	396	570	175	21	62	6	1230
Operational (Ops)	Female	98	79	47	2	2	0	98
	Male	654	626	293	34	77	15	1699
Total FM and Ops	Female	215	215	93	12	17	7	559
	Male	1050	1196	468	55	139	21	2929
Information Technology (IT)	Female	27	36	15	10	5	18	111
	Male	26	39	35	2	16	5	123
Product Knowledge (PK)	Female	13	29	2	1	12	2	59
	Male	11	61	19	6	41	11	149
People Skills (PS)	Female	611	412	138	112	91	204	1568
	Male	977	934	338	201	318	205	2973
Total Other (IT,PK & PS)	Female	651	477	155	123	108	224	1738
	Male	1014	1034	392	209	375	221	3245
Female Total Events Attended		866	692	248	135	125	231	2297
Male Total Events Attended		2064	2230	860	264	514	242	6174
All Events Attended		2930	2922	1108	399	639	473	8471
Average number of training events attended for staff in post at 31 March 2010 (within management unit)								
Female		1.90	2.69	2.12	1.31	1.87	1.46	1.99
Male		2.79	2.96	3.33	1.56	1.88	1.48	2.62
All		2.45	2.89	2.95	1.47	1.88	1.47	2.41
% of all training events attended (within management unit)								
Female		30%	24%	22%	34%	20%	49%	27%
Male		70%	76%	78%	66%	80%	51%	73%
% of Forest Management and Operational events attended (within management unit)								
Female		17%	15%	17%	18%	11%	25%	16%
Male		83%	85%	83%	82%	89%	75%	84%
All		43%	48%	51%	17%	24%	6%	41%
% of Other events attended (within management unit)								
Female		56%	32%	28%	37%	22%	50%	35%
Male		44%	68%	72%	63%	78%	50%	65%

Table 8. External training Attendance during 2009/10

Type of training	Events attended		Grand total attended
	Female	Male	
Interpersonal Skills	56	55	111
Information Technology	109	62	171
Management Training	101	105	206
Personal Development	172	234	406
Technical Training	102	404	506
Grand Total	540	860	1400
		Female	Male
Average number of events attended per head of population (at 31 March 2010)		0.47	0.37

Table 9. Leavers during 2009/10

Reason for leaving	Female	Male	Female Percentage	Male Percentage	Grand Total
End of Casual/STT Appt	168	234	42%	58%	402
Resignation	38	42	47%	53%	80
Age Retirement	9	36	20%	80%	45
End of Fixed-Term Appt	8	9	47%	53%	17
Voluntary Redundancy	2	9	18%	82%	11
Re-employed Pensioner Retired	3	6	33%	67%	9
Dismissal	2	6	25%	75%	8
Break in Perm Part-Year Appt	4	3	57%	43%	7
Death in Service	3	4	57%	43%	7
Flexible early retirement	4	2	67%	33%	6
Compulsory Redundancy	2	2	50%	50%	4
Actuarially Reduced Retirement	2	2	50%	50%	4
End of Secondment to FC	2	1	67%	33%	3
Medical Retirement	1	2	33%	67%	3
Career Break	3	-	100%	-	3
Approved B Retirement	1	1	50%	50%	2
Transfer out of FC	1	1	50%	50%	2
Compulsory early retirement	-	2	-	100%	2
Total Leavers	253	362	41%	59%	615
Proportion of Staff in Post at 31 March 2010			33%	67%	

Table 10. Discipline cases during 2009/10

Hearing	Investigation	Appeal	Penalty	Gender	
Yes	Yes		Final written warning		Male
Yes		Yes	Temp downgrading		Male
Yes			Final written warning		Male
Yes	Yes		Nil		Male
Yes			Final written warning		Male
	Yes		Nil		Male
Yes			Final written warning		Male
Yes			Written warning		Male
Yes			Written warning		Male
Yes	Yes	Yes	Nil		Male
Yes			Written warning		Male
Yes			Final written warning		Male
			Written warning		Male
Yes			Noted verbal warning		Male
Yes			Written warning		Male
Yes			Noted verbal warning		Male
			Resignation before investigation	Female	
Yes		Yes	Nil		Male
Yes			Written warning		Male
				Female	Male
Total				1	18
% of all disciplined				5%	95%
% of all staff in post 31 March 2010				33%	67%

Table 10a. Grievance cases during 2009/10

Informal Meeting	Writing	Hearing	Upheld	Appeal	Gender	
					Female	Male
	Yes	Yes	No			Male
	Yes	Yes	No	Yes	Female	
Yes			Withdrawn			Male
	Yes	Yes	No	Yes		Male
	Yes	Yes	Partially	Yes	Female	
	Yes	Yes	Partially			Male
Yes	Yes	Yes	Suspended			Male
	Yes	Yes	Withdrawn		Female	
	Yes	Yes	No	Yes	Female	
	Yes	Yes	No	Yes	Female	
	Yes	Yes	No	Yes	Female	
	Yes	Yes	No	Yes	Female	
					Female	Male
Total					7	5
% of all grievances raised					58%	42%
% of all staff in post 31 March 2010					33%	67%

Table 11. Work Pattern for staff in post 31 March 2010

Working Pattern	England		Scotland		Wales		Forest Research		Business Units		Silvan House		Total by gender		Grand Total
	F	M	F	M	F	M	F	M	F	M	F	M	F	M	
Five weekdays	285	631	198	679	88	245	84	159	57	270	155	281	838	2139	2977
Annualised Hours	23	7	1	-	2	-	-	-	-	-	3	11	34	10	44
Rostered	82	66	16	59	14	8	1	-	1	1	2	2	116	136	252
One weekday	6	2	-	1	-	1	1	1	-	-	-	-	9	3	12
Two weekdays	1	5	2	-	-	1	2	2	-	1	1	-	6	9	15
Three weekdays	32	8	20	5	7	2	8	2	9	-	11	1	87	18	105
Four weekdays	23	3	14	1	5	-	6	4	-	1	8	2	56	11	67
Other working patterns	3	18	6	8	-	2	1	1	-	-	2	1	12	30	42
Total not working a standard 5 day week															
	170	109	59	74	28	14	19	10	10	3	27	17	320	217	537
Grand total	455	740	257	753	116	259	103	169	67	273	182	298	1158	2356	3514
	England		Scotland		Wales		Forest Research		Business Units		Silvan House		Total by gender		Grand Total
	F	M	F	M	F	M	F	M	F	M	F	M	F	M	
Those not working a standard 5 day week (as a % of same gender staff in management unit)															
	37%	15%	23%	10%	24%	5%	18%	6%	15%	1%	15%	6%	28%	9%	15%
Those not working a standard 5 day week (as a % of all staff in management unit)															
	14%	9%	6%	7%	8%	4%	7%	4%	3%	1%	8%	5%	28%	9%	

Appendix 2 – Equal Pay Data

Quantitative information extracted from the end of March 2010 payroll is as follows:

- The single figure difference between the median hourly earnings of men and women is **16.3%**. The median salary figure for all female employees is £ 21,966 pa (**£ 11.42 per hour**), and for men is £ 25,551 pa (**£ 13.28 per hour**). This shows an improvement towards equal pay for men and women as in 2009 the single figure difference between the median hourly earnings of men and women was **21.8%**. The median salary figure for all female employees was £ 19,629 pa (**£ 10.20 per hour**), and for men was £ 23,914 pa (**£ 12.43 per hour**)

The difference between the average basic salary and total average earnings of men and women in each pay band is shown in the Table 13 and Table 14 below:

Table 13. Average Salary by Grade

Pay Band	Average Salary 2008/09			Average Salary 2009/10		
	Female	Male	Diff.	Female	Male	Diff.
SSG1/1A	£ 65,238	£ 71,165	8.3%	£ 66,596	£ 72,305	7.9%
PB1	£ 59,520	£ 60,046	0.9%	£ 60,413	£ 60,833	0.7%
PB2	£ 48,026	£ 49,543	3.1%	£ 49,769	£ 50,852	2.1%
PB3	£ 38,003	£ 39,761	4.4%	£ 38,908	£ 40,642	4.3%
PB4	£ 31,324	£ 32,518	3.7%	£ 31,823	£ 32,919	3.3%
PB5(Op)	£ 27,528	£ 29,043	5.2%	£ 27,918	£ 29,781	6.3%
PB5	£ 24,362	£ 24,487	0.5%	£ 24,949	£ 25,049	0.4%
PB6a(Op)	£ 23,001	£ 23,869	3.6%	£ 24,250	£ 25,236	3.9%
PB6a	£ 20,343	£ 21,641	6.0%	£ 21,389	£ 22,364	4.4%
PB6b	£ 18,194	£ 18,243	0.3%	£ 18,597	£ 18,696	0.5%
PB7	£ 13,985	£ 13,499	-3.6%	£ 14,321	£ 14,123	-1.4%
All	£ 22,950	£ 26,292	12.7%	£ 24,066	£ 27,432	12.3%

Table 14. Total Average Earnings by Grade

Pay Band	Total Average Earnings 2008/09			Total Average Earnings 2009/10		
	Female	Male	Diff.	Female	Male	Diff.
SSG1/1A	£ 67,572	£ 71,165	5.0%	£ 68,929	£ 72,305	4.7%
PB1	£ 59,520	£ 60,326	1.3%	£ 60,413	£ 61,614	2.0%
PB2	£ 49,032	£ 50,226	2.4%	£ 50,352	£ 51,126	1.5%
PB3	£ 38,804	£ 40,925	5.2%	£ 39,115	£ 41,936	6.7%
PB4	£ 32,334	£ 33,514	3.5%	£ 32,645	£ 34,135	4.4%
PB5(Op)	£ 27,743	£ 29,289	5.3%	£ 28,150	£ 29,938	6.0%
PB5	£ 25,045	£ 26,142	4.2%	£ 25,656	£ 26,658	3.8%
PB6a(Op)	£ 23,179	£ 24,145	4.0%	£ 24,395	£ 25,551	4.5%
PB6a	£ 20,847	£ 24,497	14.9%	£ 21,881	£ 24,979	12.4%
PB6b	£ 18,686	£ 19,452	3.9%	£ 18,933	£ 19,719	4.0%
PB7	£ 14,524	£ 13,938	-4.2%	£ 14,977	£ 14,675	-2.1%
All	£ 23,495	£ 27,549	14.7%	£ 24,546	£ 28,561	14.1%