

## Appendix 2

## Equality and Diversity Objectives – Summary

This document is a summary of our specific equality and diversity objectives.

These have been split into four tables of responsibility as follows: the Diversity Team, FC England, FC Scotland and FC Wales. Although the FC is a GB organisation, responsibility for forestry is devolved and the FC exercises its powers and duties separately, and receives separate funding in England, Scotland and Wales. This has led to different FC business models in each country. For example, FC England has recently undergone a major downsize and re-structuring exercise as a result of the Westminster Government's 2010 Spending Review. This has led to several services being dropped or reduced in delivery. As a result, some objectives cannot be taken forward in all three countries, and the pace of progress will depend on the resources available in each country.

## Meeting Our Customers' Needs

If you require this publication in another format or have any comments on this publication, please contact us.

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## FC Objectives - Summary

Summary Table of Objectives – Diversity Team Responsibilities			
Objective	Suggested Responsibility	Suggested Deadline	Suggested Measure
Develop a new Diversity Communications Strategy	Diversity Team & the Communications Team	December 2012	Diversity Team to check via next staff survey whether staff understand this agenda
Review and re-launch suite of diversity training	Diversity Team	December 2012	Diversity Team to review course feedback from staff
Ensure that staff over 55 have an Individual Learning Plan and are developed appropriately	Diversity Team with Learning and Development Team	On-going	Diversity Team to analyse future staff survey returns about this issue
Monitor the age distribution of FC staff	Diversity Team	January 2013	Results will be published in the annual Monitoring Report
Improve level of self declaration of disability by providing easier and better systems and more supporting guidance for managers and staff	Diversity Team	Throughout 2012	Review numbers of disabled staff during annual monitoring exercise
Investigate the Two Ticks Standard	Diversity Team	During 2014	A review and report will be made on the options from discussion by the HR Management Board
Increase the number of job applicants with a disability	Diversity Team	On-going (when external recruitment begins again)	Monitor number of applicants to declare a disability and report in annual Monitoring Report
We will prepare and publish guidance on	Diversity Team	December 2012	We will have this guidance externally

## FC Objectives - Summary

Summary Table of Objectives – Diversity Team Responsibilities			
Objective	Suggested Responsibility	Suggested Deadline	Suggested Measure
FC interaction with the Gypsy and Traveller Communities			assessed by contacts within the gypsy and traveller communities
We will prepare and publish factsheets on specific religions	Diversity Team	On-going throughout 2012-13	We will monitor staff feedback on these
We will review and consider launching another Graduate Recruitment Programme at the appropriate time	Learning and Development Team	When recruitment freeze ends	Diversity Team will monitor diversity of successful candidates
We will review and consider launching another Leadership Development Programme at the appropriate time	Learning and Development Team	Date to be confirmed	Diversity Team will monitor diversity of successful candidates
We will consider mentoring and coaching of women by women in higher pay bands with the aim of increasing the number of women in the middle management group by 5%	Learning and Development Team	March 2016	Progress will be measured via the annual diversity monitoring of staff and published in the Monitoring Report each January
We will re-commence events to highlight and promote the range of career opportunities that the Forestry Commission can offer	Diversity Team and wider HR	When recruitment freeze ends	Diversity Team will monitor diversity of successful candidates
Canvas views of LGB community on FC	Diversity Team	Summer 2012	Diversity Team and Stonewall monitor

## FC Objectives - Summary

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Summary Table of Objectives – Diversity Team Responsibilities			
Objective	Suggested Responsibility	Suggested Deadline	Suggested Measure
services through a short survey			quantity and quality of responses
Participate in the Stonewall Good Practice Programme	Diversity Team	On-going	Diversity Team monitor views of LGB staff via the biennial Staff Survey

## FC Objectives - Summary

Summary Table of Objectives – FC England Business Responsibilities			
Objective	Suggested Responsibility	Suggested Deadline	Suggested Measure
Continue to offer disabled viewing platforms and free carer tickets for disabled people who need assistance attending live music events	Local Managers	2012-13	Events Manager to monitor and report annually to Diversity Team the number of disabled/carers tickets issued
Promote local accessible trails and facilities and improve information available	Local staff	On-going	Local teams to analyse and record feedback from customers with disabilities and take action where necessary. Annual report to Diversity Team
Use Visitor Experience Toolkit developed with the Sensory Trust to audit facilities at our Forest Centres	Local staff	2016	Recreation Managers to record audit findings and report progress to Diversity Team annually
Improve information available about accessible trails	Local staff and Communications Teams	2016	Recreation Managers to advise Diversity Team of progress by 1 March each year
Investigate the possibility of providing free car-parking for people with disabilities	Local staff	2015	Recreation Managers to discuss this issue and report back to Diversity Team of decisions made
We will continue to work with disabled mountain bike users to develop assessable trails	Local recreation teams	On-going, as and when new trails are proposed	Recreation Managers to report progress to Diversity Team by 1 March each year

## FC Objectives - Summary

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Summary Table of Objectives – FC England Business Responsibilities			
Objective	Suggested Responsibility	Suggested Deadline	Suggested Measure
where appropriate			
We will identify two or three locations to specifically target BAME groups with publicity about employment (and recreation)	Business Partners	When actively recruiting again	Progress will be measured by annual analysis of job applicants which will be published in the annual monitoring report and by analysing customer feedback to check if the number of BAME respondents to the Public Opinion of Forestry Surveys increases

## FC Objectives - Summary

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Summary Table of Objectives – FC Scotland Business Responsibilities			
Objective	Suggested Responsibility	Suggested Deadline	Suggested Measure
At a local level, establish contacts with disability organisations	Local teams – use Best Practice contacts	2012-13	Local Office Managers to report progress to Diversity Team by 29 March 2013
Provide educational support to children with disabilities	Local staff	On-going	Education Officers to make an annual return to Diversity Team by 1 March. Diversity Team to review initiatives and include them in Best Practice database
Promote local accessible trails and facilities	Local staff	On-going	Local teams to analyse and record feedback from customers with disabilities and take action where necessary. Annual report to Diversity Team
Audit toilet and car parking facilities	Local staff	2016	Local Office Managers to report progress to Diversity Team by 1 March each year
Improve information available about accessible trails	Local staff and Communications Teams	2016	Recreation Managers to advise Diversity Team of progress by 1 March each year
Investigate the possibility of providing free car-parking for people with disabilities	Local staff	2015	Recreation Managers to discuss this issue and report back to Diversity Team of decisions made

## FC Objectives - Summary

### Summary Table of Objectives – FC Scotland Business Responsibilities

<b>Objective</b>	<b>Suggested Responsibility</b>	<b>Suggested Deadline</b>	<b>Suggested Measure</b>
Explore opportunities to support marketing of accessible facilities with partners	Recreation Managers and Communications Team	2013	Those responsible inform Diversity Team in order to include progress report in annual Monitoring Report
Develop a database of volunteers/staff who can conduct guided tours of forests for different groups	Local staff	2014	Local Office Managers to report progress to Diversity Team by 1 March each year
We will continue to work with disabled mountain bike users to develop assessable trails where appropriate	Local recreation teams	On-going, as and when new trails are proposed	Local Office Managers to report progress to Diversity Team by 1 March each year
Continuously monitor progress to ensure relevant FC buildings are as accessible as they can be	Local teams and Land Agents	On-going	Land Agents to report progress to Diversity Team by 1 March each year
We will identify two or three locations to specifically target BAME groups with publicity about employment (and recreation)	Business Partners	When actively recruiting again	Progress will be measured by annual analysis of job applicants which will be published in the annual monitoring report and by analysing customer feedback to check if the number of BAME respondents to the Public Opinion of Forestry Surveys increases



## FC Objectives - Summary

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<b>Summary Table of Objectives – FC Wales Business Responsibilities</b>			
<b>Objective</b>	<b>Suggested Responsibility</b>	<b>Suggested Deadline</b>	<b>Suggested Measure</b>
Create local office databases of local disability organisations	Local teams – use Best Practice contacts	2012-13	Local Office Managers to report progress to Diversity Team by 29 March 2013
Provide educational support to children with disabilities	Local staff	On-going	Education Officers to make an annual return to Diversity Team by 1 March. Diversity Team to review initiatives and include them in Best Practice database
Promote local accessible trails and facilities	Local staff	On-going	Local teams to analyse and record feedback from customers with disabilities and take action where necessary. Annual report to Diversity Team
Audit toilet and car parking facilities	Local staff	2016	Local Office Managers to report progress to Diversity Team by 1 March each year
Improve information available about accessible trails	Local staff and Communications Teams	2016	Recreation Managers to advise Diversity Team of progress by 1 March each year
Investigate the possibility of providing free car-parking for people with disabilities	Local staff	2015	Recreation Managers to discuss this issue and report back to Diversity Team of decisions made

## FC Objectives - Summary

### Summary Table of Objectives – FC Wales Business Responsibilities

Objective	Suggested Responsibility	Suggested Deadline	Suggested Measure
Explore opportunities to support marketing of accessible facilities with partners	Recreation Managers and Communications Team	2013	Those responsible inform Diversity Team in order to include progress report in annual Monitoring Report
Develop a database of volunteers/staff who can conduct guided tours of forests for different groups	Local staff	2014	Local Office Managers to report progress to Diversity Team by 1 March each year
Explore with local councils and charities the possibility of organised trips to the forest	Local staff	On-going	Local Office Managers to report progress to Diversity Team by 1 March each year
Liaise with local public transport providers to improve transport links where possible	Local staff	On-going	Local Office Managers to report progress to Diversity Team by 1 March each year
We will continue to work with disabled mountain bike users to develop assessable trails where appropriate	Local recreation teams	On-going, as and when new trails are proposed	Local Office Managers to report progress to Diversity Team by 1 March each year
Continuously monitor progress to ensure relevant FC buildings are as accessible as they can be	Local teams and Land Agents	On-going	Land Agents to report progress to Diversity Team by 1 March each year
We will identify two or three locations to specifically target	Business Partners	When actively recruiting again	Progress will be measured by annual analysis of job

## FC Objectives - Summary

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### Summary Table of Objectives – FC Wales Business Responsibilities

<b>Objective</b>	<b>Suggested Responsibility</b>	<b>Suggested Deadline</b>	<b>Suggested Measure</b>
BAME groups with publicity about employment (and recreation)			applicants which will be published in the annual monitoring report and by analysing customer feedback to check if the number of BAME respondents to the Public Opinion of Forestry Surveys increases