



Forest Products Commission Multicultural Plan 2021–2024



fpc Forest Products
Commission



Acknowledgement of Country

The FPC recognise Aboriginal and Torres Strait Islander Peoples as the first custodians of the lands and forests; and as practitioners of sustainable forest management for millennia. The FPC pays its respects to the Traditional Owners of Western Australia, and their elders past present and emerging.

Leadership Statement

The FPC is committed to implementing the multicultural policy priorities outlined in the Western Australian Multicultural Policy Framework through a Multicultural Plan that outlines achievable actions to facilitate an inclusive and harmonious society for all Western Australians.

The FPC Multicultural Plan outlines our commitment to:

- develop a workplace culture that is welcoming and inclusive of all people; and
- provide our workforce with the knowledge, skills and understanding to provide inclusive and culturally sensitive services that achieve our strategic objectives.

I encourage all FPC staff to work together to deliver our services in a way that can better meet the needs of people from culturally and linguistically diverse backgrounds.



Mr Stuart West
General Manager



About the Forest Products Commission

Our Vision

To build and maintain a sustainable and commercially viable forest products industry that provides economic and social benefits to the people of Western Australia.

Our Goals

- Facilitate a viable forest industry to deliver social and economic benefits to WA communities, particularly in regional areas.
- Deliver healthy forests for future generations.
- Ensure efficient, effective and safe delivery of business outcomes.

Our Values

- Passion
- Empowerment
- Teamwork
- Respect
- Trust
- Efficiency

What this means to us

- We are passionate professionals, committed to best practice sustainable forestry in Western Australia
- Our work is underpinned by mutual respect, trust and teamwork
- We value diversity of people and ideas
- We strive to be our best; develop at work and embrace learning
- We take personal responsibility and empower each other, and our teams, to achieve results
- We are efficient in our decision making, processes and procedures.

Our role

We are a team of forestry professionals engaged in the industry from the seed to the end-product. We work with community, industry and government to create a vibrant forestry industry. We will create an environment of innovation, ensuring that our forests are a strategic and sustainable resource for the future.



EACH OF US STRIVING TO BE OUR BEST AND TREATING EACH OTHER WELL, THIS IS WHAT WE STAND FOR AT THE FPC.



Workforce Profile

As at 30 September 2021, the FPC had a workforce headcount of 167 employees. Our workforce is primarily based in regional WA.

Based on diversity data reported by FPC employees, 40% of our workforce was born outside Australia, with employees reporting 32 different countries of birth.

14.37% of FPC employees report a language other than English as their primary language spoken at home, with employees reporting 18 different primary languages.

Using the Public Sector Commission's definition of culturally and linguistically diverse (CaLD) for workforce reporting purposes as outlined in Appendix 1, data shows that 22.8% of the FPC workforce are from a CaLD background.



Policy Priority 1 – Harmonious and inclusive communities

Policy outcome: Every Western Australian values cultural, linguistic and religious diversity and feels they belong.

| Strategy: Promote the benefits of cultural and linguistic diversity and celebrate the achievements of people from culturally diverse backgrounds. | | | |
|--|---|--|--------------------------|
| Action | Responsibility | KPI's | Timeframe |
| 1.1. Develop a calendar of culturally significant dates and promote the benefits of cultural diversity through various internal and external communication methods. | People and Culture and Communications teams | Calendar developed and made available to staff. | 30 June 2022 and ongoing |
| 1.2. Celebrate Harmony Week and other significant multicultural days through events and internal and external communications to promote the benefits of cultural diversity. | People and Culture and Communications teams | At least two internal events held annually to celebrate significant multicultural days. | Ongoing |
| 1.3. Celebrate the achievements and positive stories of people from culturally diverse backgrounds through Branching Out newsletter | Communications team | At least two articles distributed annually, celebrating achievements and positive stories of people from CaLD backgrounds. | Ongoing |
| Strategy: Address racism and discrimination at both an individual and institutional/systemic level, including implementing the Policy Framework for Substantive Equality. | | | |
| Action | Responsibility | KPI's | Timeframe |
| 1.4. Increase staff cultural competency skills through delivery of training and development programs. | People and Culture team | Online training program made available and communicated to all staff. | 30 June 2022 and ongoing |
| 1.5. Include equal opportunity, discrimination and harassment workshops as part of the FPC's annual professional development program. | People and Culture team | Equal opportunity, discrimination and harassment training offered to all FPC staff once a year. | 30 June 2022 and ongoing |
| 1.6. Review and update diversity related policies (eg. Elimination of Harassment and Discrimination in the Workplace). Communicate updated policies to all staff to reinforce zero tolerance for discrimination and harassment in the workplace. | People and Culture team | All staff advised of policies during induction. | 30 June 2022 and ongoing |
| Strategy: Develop workplace cultures that are welcoming and inclusive of all Western Australians. | | | |
| Action | Responsibility | KPI's | Timeframe |
| 1.7. Include Diverse WA online cultural competency training as part of the FPC induction process and encourage current staff to complete the training to increase understanding of cultural diversity. | People and Culture team | Diverse WA training included as mandatory training in FPC induction. | 30 June 2022 and ongoing |
| 1.8. Identify staff to champion, lead and promote cultural diversity, inclusion and awareness across the Commission. | All Divisions | One champion within each Division. | Ongoing |
| 1.9. Promote benefits of a CaLD workforce to build reputation as an employer of choice. | People and Culture team | Key messages promoted during recruitment and other talent attraction campaigns. | Ongoing |
| 1.10. Job advertisements to include equity and diversity statement. | People and Culture team | All job advertisements to include statement. | Ongoing |
| 1.11. Deliver values driven workshops to promote a culture of inclusion where staff members want to belong. | People and Culture team | Facilitated workshops across all divisions. | Ongoing |
| Strategy: Initiate and support events and projects that build mutual understanding and respect between cultures. | | | |
| Action | Responsibility | KPI's | Timeframe |
| 1.12. Promote the Office of Multicultural Interests (OMI) events calendar to FPC staff, increasing awareness of diverse community events. | People and Culture team | OMI's event calendar circulated annually. | 30 June 2022 and ongoing |

Policy Priority 2 – Culturally responsive policies, programs and services

Policy outcome:

- All Western Australians are informed and have equitable access to government services.
- Programs and services are culturally appropriate to the needs of all Western Australians.
- Customised culturally and linguistically diverse (CaLD) specific services are provided for those who need them.
- A workforce that is culturally competent and representative of its community, and business and client needs.

| Strategy: Integrate multicultural policy goals into strategic and corporate planning, procurement and review processes. | | | |
|--|--|--|--------------------------|
| Action | Responsibility | KPI's | Timeframe |
| 2.1. Ensure multicultural objectives are built into operational and strategic planning. | All Divisions | People from a CaLD background acknowledged as a priority cohort in FPC strategies and plans. | 30 June 2022 and ongoing |
| 2.2. Participate in the WA Multicultural Policy Framework (WAMPF) Interagency Network to share information on key issues affecting WA CaLD communities. | Strategic Planning, Corporate Support and People and Culture teams | Information shared internally and strategic responses developed as required. | Ongoing |
| Strategy: Provide language services to ensure language is not a barrier to equitable access to information and services, including complaints processes. | | | |
| Action | Responsibility | KPI's | Timeframe |
| 2.3. Provide information about the Western Australian Language Services Policy (WA LSP) on the FPC intranet and promote OMI's language services resources to FPC employees | Communications Team | Information available on the intranet. | 30 June 2022 and ongoing |
| 2.4. Incorporate the Western Australian Language Services Policy into FPC communications-related policies | Communications Team | Language Services Policy integrated as policies are reviewed/developed. | 30 June 2022 and ongoing |
| Strategy: Implement recruitment and selection processes that facilitate workforce diversity, and provide opportunities for the development of cultural competencies across the workforce. | | | |
| Action | Responsibility | KPI's | Timeframe |
| 2.5. Review recruitment practices, in conjunction with CaLD employees, to identify real and potential barriers to employment for people from CaLD backgrounds and identify potential improvements. | People and Culture team | Recruitment practices reviewed. Barriers and improvements identified. | 30 June 2022 and ongoing |
| 2.6. Educate recruitment panels on Section 51 of the <i>Equal Opportunity Act 1984</i> to target recruitment and development opportunities to increase representation of people from CaLD backgrounds. | People and Culture team | Panel members advised of Section 51 targeted recruitment. | 30 June 2022 and ongoing |
| 2.7. Ensure diversity and cultural representation on recruitment panels. | Panel Chairperson | Panels to include members from a culturally diverse background where possible. | 30 June 2022 and ongoing |

Policy Priority 3 – Economic, social, cultural, civic and political participation

Policy outcome:

- Western Australians from culturally and linguistically diverse backgrounds are equitably represented in employment and on boards, committees and other decision-making bodies.
- Western Australia’s culturally and linguistically diverse community is harnessed to grow economic, social, cultural, civic and political development

Strategy: Implement recruitment and career development processes that support employment and progression of staff from CaLD backgrounds.

| Action | Responsibility | KPI's | Timeframe |
|--|-------------------------|---|--------------------------|
| 3.1. Work with OMI to identify avenues for advertising FPC employment opportunities within the CaLD community and encourage managers to incorporate these avenues into their recruitment strategies. | People and Culture team | Advertising avenues identified. | 30 June 2022 and ongoing |
| 3.2. Actively encourage staff from CaLD backgrounds to engage in professional development opportunities including training, conferences and mentoring programs. | Managers | Staff encouraged to engage in professional development opportunities. | Ongoing |

Strategy: Achieve equitable representation of people from CaLD backgrounds at all levels and in decision making roles.

| Action | Responsibility | KPI's | Timeframe |
|--|-------------------------|--|--------------------------|
| 3.3. Review current workforce data to identify the number and proportion of people from CaLD backgrounds across the FPC and in decision-making roles. Use workforce data to set specific agency diversity targets. | People and Culture team | Workforce data reviewed, and agency diversity target set. | 30 June 2022 and ongoing |
| 3.4. Actively encourage people from CaLD backgrounds to nominate for internal and external committees and working groups and ensure equitable representation of people from CaLD backgrounds on committees. | All Divisions | Number of CaLD representatives on internal committees | 30 June 2022 and ongoing |
| 3.5. Continue to educate managers about the benefits of a diverse workforce at all levels of decision making to meet strategic outcomes. | People and Culture team | Dashboard updates relating to diversity representation. Distribute relevant information that supports a diverse workplace. | 30 June 2022 and ongoing |

Strategy: Identify, develop and promote initiatives that support the development of businesses and the entrepreneurial potential of Western Australia’s CaLD community.

| Action | Responsibility | KPI's | Timeframe |
|--|--|--|--------------------------|
| 3.6. Explore opportunities to engage CaLD businesses through internal training, events and corporate services activities. | Strategic Planning, Corporate Support and People and Culture teams | Relevant CaLD businesses identified and engaged where appropriate. | Ongoing |
| 3.7. Explore options for CaLD data indicators to be promoted and collected and create mechanisms to capture CaLD stakeholder data where available in collaboration with the OMI. | All Divisions | Number of CaLD data collected | 30 June 2022 and ongoing |



Appendix 1 - Definitions

Culturally and linguistically diverse

Culturally and linguistically diverse (CaLD) was introduced in 1996 to replace 'non-English speaking background' (NESB) and was intended to be a broader, more flexible and inclusive term. It is generally applied to groups and individuals who differ according to religion, language and ethnicity and whose ancestry is other than Aboriginal or Torres Strait Islander, Anglo Saxon or Anglo Celtic.

For the purposes of data collection, the Australian Bureau of Statistics Standards for Statistics on Cultural and Language Diversity apply. These are national standards for measuring diversity and include a core and standard set of cultural and language indicators.

The core set comprises:

- country of birth
- main language other than English spoken at home
- proficiency in spoken English
- Indigenous status (used when the focus is not specifically on people from migrant and refugee backgrounds).

The other indicators in the standard set are:

- ancestry
- birthplace of parents
- first language spoken
- languages spoken at home
- main language spoken at home
- religious affiliation
- year of arrival in Australia.

Public Sector Commission's definition of culturally and linguistically diverse (CaLD) used for workforce reporting purposes

Employee's ancestry is other than Aboriginal or Torres Strait Islander, Anglo Saxon or Anglo Celtic. Specifically, the employee's country of birth is a country other than Australia, New Zealand, United Kingdom, England, South Africa, United States of America, Canada, Northern Ireland, Ireland, Scotland and Wales.



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