



EQUALITY AND DIVERSITY POLICY ('EDP')

Introduction

1. This is the general written statement of policy on equality and diversity published on behalf of Chambers and its barrister members (Rule rC110(1)).
2. Chambers will comply with all legal requirements touching on equality and diversity.
3. Chambers is regulated by the Bar Standards Board ('the BSB'). Chambers will comply with all legal and regulatory requirements published by the BSB in its Handbook, or otherwise.
4. In addition to this EDP, Chambers will publish such associated policies and procedures as are required to see that this EDP is implemented (see **Appendix 1** to this EDP).
5. Chambers will have in place a written **Equality and Diversity Action Plan** to implement its EDP (Rule rC110(2)). Equality actions will be "SMART". This means: Specific, Measurable, Affordable, Realistic, and Timely.
6. All barrister members, pupils and staff are made aware of the content of this EDP, associated policies and procedures, and the outcomes expected to result from its implementation and the daily operation of this EDP in practice.

Statement of Policy

7. Chambers is committed to the promotion of equality and diversity and to the elimination of discrimination.
8. All barrister members acknowledge that they must not discriminate unlawfully against any person.
9. It is the policy of Chambers to ensure that no barrister member, pupil, staff member, applicant for tenancy, pupillage or employment, professional or lay client receives less favourable treatment (directly or indirectly) on the grounds of:

race, colour, ethnic or national origin, nationality, citizenship, sex, gender re-assignment, sexual orientation, marital and civil partnership status, disability, pregnancy and maternity, religion or philosophical belief, age or disability,

whether in practice, employment, recruitment or training or in the provision of services.

10. Chambers will:
 - select its pupils, barrister members and staff;
 - treat its barrister members, staff, pupils, lay and professional clients, applicants for pupillage, tenancy or employment and anyone else who has occasion to have dealings with Chambers;
 - allocate work within Chambers;
 - accept instructions from and proffer advice to lay and professional clients;
 - plan and provide services to lay and professional clients,

without distinction by reference to:

race, colour, ethnic or national origin, nationality, citizenship, sex, gender re-assignment, sexual orientation, marital and civil partnership status, disability, pregnancy and maternity, religion or philosophical belief, age or disability.

11. Moreover, Chambers will avoid any unjustifiable requirements or practices which have a disproportionately adverse effect on any barrister member, member of staff, pupil or pupillage applicant by reason of any of the aforesaid.
12. All barrister members, pupils and members of staff whether permanent, full or part-time or temporary are required to work in conformity with this EDP. No one has authority to contravene this policy.
13. In the event of any decision or action contrary to the terms or spirit of this EDP or any complaint of discriminatory practices these shall be dealt with in accordance with Chambers' Grievance and/or Complaints Policy and Procedure whichever is appropriate.
14. Any display of prejudice on any of the grounds set out in this policy or any act of discrimination in the course of practice or employment in breach of this policy will be regarded as a serious breach of discipline, which will be referred to the Heads of Chambers.

Recruitment and selection

15. All those involved in the recruitment of barrister members, pupils and staff must guard against discrimination on the basis of generalised assumptions that individuals, because of their race etc., possess characteristics that would make them unsuitable for a position in Chambers.
16. Chambers recognises the legal and regulatory requirements set out in the BSB Handbook and, as the very minimum, will comply with them.
17. Chambers will maintain a **Recruitment Policy** and have objective and fair Selection Criteria.

Fair access to work and the allocation of unassigned work

18. Chambers recognises the legal requirements prohibiting discrimination in relation to employment.
19. Discrimination legislation prohibits the issuing of instructions to discriminate, or to exert pressure to discriminate, on any of the protected grounds.
20. Discrimination legislation also makes it unlawful for any person, in relation to the giving, withholding or acceptance of instructions to a barrister, to discriminate against any person or subject any person to harassment.
21. Chambers will ensure that its affairs are conducted in a manner which is fair and equitable for all barrister members, pupils and/or members of staff. This includes, but is not limited to, the fair distribution of work opportunities amongst barrister members and pupils of chambers.
22. Chambers will maintain a **Fair Access to Work Policy**.

Equality monitoring

23. An EDP and associated policies will not by themselves bring equality to Chambers. Chambers recognises the need to collate, monitor and review diversity data in order to ensure that Chambers may best fulfil its commitment to equality and diversity.
24. The regulatory requirements in this respect, as set out in the BSB Handbook, are acknowledged in relation to:
 - a. the number and percentages of its workforce from different groups ('diversity data monitoring');
 - b. applications to become a member of its workforce ('recruitment monitoring'); and
 - c. the allocation of unassigned work ('unassigned work monitoring').
25. Chambers will maintain appropriate policies in respect of these monitoring aspects as necessary including a **Diversity Data Policy** and a **Fair Access to Work Policy**.

Disability and reasonable adjustments

26. Chambers recognises the legal requirements prohibiting discrimination in relation to disability.
27. The Equality Act 2010 contains a duty to make reasonable adjustments.
28. Chambers will maintain a **Reasonable Adjustments Policy** aimed at supporting disabled barrister members, staff, clients and others including temporary visitors to Chambers.

Complaints and grievances

29. Informal and if appropriate confidential advice in relation to equality and diversity issues may be sought from the EDO at any time.
30. Comment is encouraged in relation to this EDP and all associated policies and procedures. These should be addressed to the EDO in the first instance.
31. Complaints and grievances arising from the implementation of this EDP and all associated policies and procedures should be dealt with, as appropriate, under the provisions of Chambers' Grievance and Complaints Policies and Procedures.
32. Chambers will maintain **Internal and External Grievance and Complaints Policies and Procedures** at all times, details of which will be made readily available.

Implementation and review

33. The Heads of Chambers are responsible for ensuring the overall implementation of this EDP, supported by the Management Committee.
34. The Senior Clerk is responsible for ensuring the day to day implementation of this EDP in relation to those activities for which responsibility is delegated.

35. An Equality and Diversity Officer ('the EDO') will be appointed at all times to further ensure the implementation, monitoring and review of this policy.
36. This EDP will be reviewed no less than annually by the EDO together with the associated Action Plan.
37. Chambers will take any remedial action identified in the light of any such review.

APPENDIX

Associated policies and procedures published by Chambers in relation to its EDP

In addition to its general statement of policy contained in its EDP, the principles of which govern all other policies, separate but complementary written policies have been adopted, these include the:

- (1) Annual Equality and Diversity Action Plan;
- (2) Diversity Data Policy;
- (3) Parental Leave Policy;
- (4) Flexible Working Policy;
- (5) Fair Access to Work Policy;
- (6) Reasonable Adjustments Policy;
- (7) Harassment Policy;
- (8) Internal Complaints Policy and Procedure;
- (9) External Complaints Policy and Procedure;
- (10) Recruitment Policy and Recruitment Procedure; and
- (11) Pupillage Policy.

Appointments under this EDP

EDO	Lee Bennett
DDO	Jo Ashby