

SJB Equality, Diversity and Inclusion Action Plan

| Action | Notes | Resource need? | Who | Timescale |
|---|---|---|--|--------------------------------------|
| Senior Level Commitment | | | | |
| Clarification and promotion of values (Ongoing promotion required) | <p>New values agreed in 2018 – promoted on website, through member and staff inductions, staff appraisal, member PDRs and woven into communications and advertisements.</p> <p>Values were considered again 2022 and agreed they remained relevant and appropriate.</p> | <p>Ongoing promotion</p> <p>Space on website – continued on new website in 2023.</p> | Everyone driven by Board and SMT | Ongoing |
| <p>Consideration of Equality in major decision making</p> <p>Membership of key decision-making committees</p> | Identify Committees (as well as Board and SMT) where major decisions are made, to embed this practice. | | Board, SMT – each to have someone with an equality remit. | Regular and ongoing |
| | | | | |
| Training, Awareness Raising | | | | |
| General Equality, Diversity and Inclusion training for all. | <p>Fresh training was set up for all members and staff and delivered to all in 2021 and to all new starters since as part of induction.</p> <p>Refresh in 2024.</p> | <p>Refreshing as internal training</p> <p>Use of online presentation through Streams.</p> | Chambers Equality & Diversity Officer and Diversity Data Officer/Head of HR. | Refresh and roll out to all in 2024. |

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| Clerks Training on Supporting Members with Work/Life Balance <ul style="list-style-type: none"> • Parental leave • Fertility concerns and treatment • Mental Health • Other health problems • Caring responsibilities • Menopause | Series of short guidance documents. Overview training. | Clerks' time | HP working in tandem with Senior Clerks | Delivered in Feb and March 2022 Capture new clerks -ongoing |
| Race Awareness Training - aim is to deliver to all | One session of the Bar Council course delivered in Sept 2023 (30 places available 23 completed course). Feedback from those good. Need to consider options to roll training out to all members and staff. Need to consider available options, affordability, accessibility etc. | Bar Council training is v high cost for our volume at £1,250 + VAT per session Also time-consuming being spread over two sessions. Will consider options to roll this and/or other format of training out in 2023-24 | HP/CJR/CG | Following training from Bar Council 2022 - 23 |
| Recruitment & Selection Training – Pupillage Recruitment | Updated and recorded for new pupillage committee members in Jan 2022. | | HP, AW, CJR and Pupillage Committee | Annually as part of each campaign – new members to |

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| | | | | view recorded training |
| Recruitment & Selection Training – Staff and Barrister Recruitment | Recorded pupillage training and updated Fair Recruitment Guide shared with SMT in 2022. | | For SMT and others involved in process | As well as training shared in Jan 2022, HR guide on good practice in all campaigns |
| Data Capture Exercises | | | | |
| Pupillage Recruitment | Analysis of monitored data carried out each year on conclusion of recruitment process. | Pupillage Gateway provide data | HP to analyse Pupillage Committee & Board to Review | Annually |
| Staff Recruitment | Analysis of monitored data reported with annual HR report each January. | Data gathered in HR department. | HR to analyse SMT | With annual report in January each year |
| Compulsory Chambers Diversity Data Collection (required at 3 year intervals). | Last completed in November 2022. | | | Next due Nov 2025. |
| <i>Could seek to gain non-anonymised barrister data to populate MLC again</i> | <p>Last gathered at the beginning of 2021.</p> <p>MLC fields being added to record more protected characteristics and to enable reporting for analysis.</p> <p>Still have gaps where barristers haven't shared data. Also need to</p> | MLC capability to record all protected characteristics and enable reporting alongside income and unallocated work reports. | HP/Advanced | MLC work underway in 2023. Once complete – go out to Bar for data again |

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| | check regularly to ensure data in system is up to date (GDPR). | | | |
| Work Allocation | Analysed annually by sex, ethnicity and disability. As MLC can record more protected characteristics will be able to analyse further. | Advanced helping with system changes and reports. | HP | Annually |
| Barrister Income analysis | Analysed annually by sex, ethnicity and disability. As MLC can record more protected characteristics will be able to analyse further. | Advanced helping with system changes and reports. | P Blackshaw/H Power/ Advanced | Annually |
| Capture data on 'led work' opportunities and review practice | How is a junior clerk identified? What is the profile of those identified – are there opportunity gaps? How can we best share out such opportunities? | | CJR | |
| | | | | |
| Policy | | | | |
| Review Equality Policy – modernise and ensure meets requirements of BSB and BC. | Completed and published in 2021 | | KMN | Q1/2 2021 |
| Ensure diversity on recruitment panels wherever possible | Ongoing in consideration of panels | | Organising SMT member | ongoing |
| Dignity at Work Policy | Review and refresh took place in 2022. | | HP/KMN | Q2 2021 |
| Reasonable Adjustments Policy | Review and increase section in Equality Policy | | HP/KMN | Q2 2021 |

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| | New Policy introduced in 2021 and published on website. | | | |
| Flexible Working Policy | <p>Separate Policy for members (cross refer in Equality Policy)</p> <p>New Policy introduced in 2021 and published on website.</p> <p>Staff FW policy will need review in 2024 in the light of upcoming changes to the statutory process.</p> | | HP | 2024 |
| Menopause Policy | <p>New policy introduced in Feb 2022 and published on website.</p> <p>Coincided with training for clerks.</p> | | KMN/HP | Q1 2022 |
| Positive Action | | | | |
| Bridging the Bar – Chambers involved in this initiative to facilitate mini-pupillages for BAME candidates. | <p>Underway.</p> <p>Good response to call for volunteers to shortlist.</p> <p>Few applicants wanting placements outside London.</p> <p>Feedback to BtB to ask for candidates interested in placements in North next time.</p> | | DA leading for SJB | Placements in Summer. Annually and ongoing. |
| <p>Outreach</p> <ul style="list-style-type: none"> - Bridging the Bar - Speakers for schools - MIP programme - Kalisher Trust - Man Met Pathways to Law | <p>Work with Xaverian College – mini-pupillage programme in March 24..</p> <p>Newsletter article seeking further input to mentor, deliver talks at careers events etc from members in 2023-4</p> | | CJR/DA/Others | Ongoing |

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| <ul style="list-style-type: none"> - Xaverian College MIP programme (social mobility / diversity) - Bar Council – Bar Placement Week - Sutton Trust – Pathways to Law - EY Foundation (care leavers) | <p>Encourage more members (junior and up) to get involved in outreach</p> <p>Consider – “adopt a secondary school” approach encouraging each barrister to adopt a school they will attend careers events at.</p> | | | |
| Including welcome statements in recruitment advertisements as appropriate. | Included in recent pupillage campaign. | | HR in conjunction with recruiting lead | As and when |
| | | | | |