



6 PUMP COURT

Chambers of Stephen Hockman Q.C.

EQUALITY AND DIVERSITY POLICY

April 2003

Revised, August 2005

Revised, July 2006

Revised, September 2009

Revised, November 2010

Revised, July 2011

Revised, August 2013

EQUALITY AND DIVERSITY POLICY (EDP)

This is a general statement, it should be read and interpreted with reference to the Code of Conduct.

<https://www.barstandardsboard.org.uk/about-bar-standards-board/equality-and-diversity/>

All tenants, employees and pupils should be aware of the provisions of this EDP and the Code.

Chambers is committed to the promotion of a culture of equality and diversity; all within Chambers should be familiar with the terms and effect of this policy.

1. Statement of Policy

1.1 Chambers is committed to eliminating discrimination and to the promotion of equality and diversity. This EDP sets out Chambers' policy and provides guidance to all those in Chambers.

1.2 It is the policy of Chambers:

1.3 To ensure that no tenant, employee, pupil, applicant for tenancy, pupillage or employment, professional or lay client receives less favourable treatment (directly or indirectly) on the grounds of: race, colour, nationality, ethnic or racial origins, citizenship, gender (including gender re-assignment), sexual orientation, marital and civil partnership status, pregnancy and maternity status, religion, age or disability, whether in practice, employment, recruitment or training or in the provision of services.

1.4 Chambers will:

- (1) select its pupils, tenants and employees;
- (2) treat its tenants, employees, pupils, lay and professional clients, applicants for pupillage, tenancy or employment and anyone else who has occasion to have dealings with Chambers;
- (3) allocate work within Chambers;

- (4) accept instructions from and proffer advice to lay and professional clients;
- (5) plan and provide services to lay and professional clients,

without distinction by reference to race, colour, nationality, ethnic or racial origins, citizenship, gender (including gender re-assignment), sexual orientation, marital and civil partnership status, pregnancy and maternity status, religion, age or disability.

1.5 Moreover Chambers will avoid any unjustifiable requirements or practices which have a disproportionately adverse effect on any tenant, employee, pupil or pupillage applicant by reason of any of the aforesaid.

1.6 All tenants, pupils and employees 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.

1.7 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.

1.8 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 Head of Chambers.

2. Implementation

2.1 The Head of Chambers is responsible for ensuring the implementation of this policy.

2.2 An Equality and Diversity Officer (EDO) will be appointed at all times to further oversee the implementation, monitoring and review of this policy.

- 2.3 A Diversity Data Officer (DDO) will be appointed at all times to collect, monitor, review and publish diversity data in accordance with the Code of Conduct requirements effective at the time.
- 2.4 Chambers will maintain at all times no less than those policies which are specifically required of it by the Code of Conduct effective at the time.

3. Other Policies and Action Plans

- 3.1 In addition to this generic statement of policy, the principles of which govern all other policies, separate but complementary written policies have been adopted, these include the:

- (1) Equality and Diversity Action Plan;
- (2) Diversity Data Policy;
- (3) Internal Grievance and Complaints Policy and Procedure;
- (4) External Grievance and Complaints Policy and Procedure;
- (5) Harassment Policy;
- (6) Pupillage Policy;
- (7) Recruitment Policy and Selection Criteria; and
- (8) Maternity, Paternity and Flexible Working Policy.

4. Recruitment

- 4.1 All those involved in the recruitment of pupils and staff must guard against discrimination on the basis of generalised assumptions that individuals, because of their sex, race etc., possess characteristics that would make them unsuitable for a position in Chambers.
- 4.2 Chambers will maintain a Recruitment Policy and have Selection Criteria.
- 4.3 Chambers recognises the Fair Recruitment requirements of the Code Of Conduct and, as the very minimum, will comply with them.

5. Reasonable adjustments policy

- 5.1 Where a tenant, employee, pupil or potential recruit suffers from a disability which impacts on their ability to perform duties, Chambers will consider, what reasonable adjustments could be made to the terms of employment or duties carried out. Any adjustments will be considered in the light of their effectiveness, cost and disruption to others.
- 5.2 Where a tenant, employee, pupil or potential recruit suffers from a disability such that the physical features of the premises make it difficult to perform assigned duties, Chambers will consider what adjustments could reasonably be made to alleviate or remove the disadvantage. Any adjustments will be considered in the light of their effectiveness, cost and disruption to others.
- 5.3 All considerations under this section will be made in the strictest confidence by the Head of Chambers and the Senior Clerk.

6. Monitoring and Review

- 6.1 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.
- 6.2 Chambers will at all times maintain and implement a Diversity Data Policy and an Equality and Diversity Action Plan.