

SOUTH SQUARE POLICY No 6A

DIVERSITY & INCLUSION (D&I) POLICY

1. South Square is committed to promoting and advancing equality, diversity and inclusion.
2. Our aims are as follows:
 - (1) We want all our clients, members, staff, pupils and prospective applicants to feel they can trust us to treat them courteously and fairly, with dignity and respect, and in a non-discriminatory manner.
 - (2) We want to attract, recruit and retain the very best talent, whether barristers or staff.
 - (3) We want to ensure that those we do recruit have fair and equal opportunities to realise their full potential and to develop their practices or careers in a way that is compatible with any family commitments they may have.
 - (4) We want not only to meet but to exceed legal and regulatory requirements in relation to equality and diversity, and to be recognised as demonstrating excellence in doing so to a level which is commensurate with our high professional standing.
3. We plan to achieve these aims in the following ways:
 - (1) By setting rigorous but realistic standards for equality, diversity and inclusion:
 - We have adopted a Code of Conduct the purpose of which is to ensure that every individual working in chambers is treated with dignity and respect and knows what types of behaviour are unacceptable.
 - We require our recruitment and selection processes to be applied using fair and objective criteria.
 - We require the Practice Managers to apply objective criteria when selecting barristers to put forward for unallocated work, and to record and monitor the allocation of such work.
 - We require members to observe our D&I policy when they have opportunities to bring other members into cases.

- We have a written anti-harassment policy and complaints procedure.
- We have a written parental, adoption and flexible leave policy, which our D&I Officers keep under regular review.
- We are prepared to consider and implement reasonable adjustments for those who are disabled.
- We are committed to taking positive action to remedy the under-representation of women, ethnic minorities and those with disabilities. This might include holding a woman's only dinner event, for example.
- We have appointed D&I Officers to promote equality and diversity awareness, to monitor equality and to report on compliance.
- We encourage flexible working for all MoCs and, where appropriate and possible, for pupils and staff.

(2)By collecting and analysing meaningful and relevant data:

- We will collect and analyse as often as necessary and at least every 3 years voluntarily provided monitoring information by gender, ethnicity and disability on barristers and staff, pupils and mini-pupils, and applicants for tenancy, pupillage, mini-pupillage and staff appointments.
- We will collect detailed data from which our D&I Officers will report to the Head of Chambers and the EC on fairness in work allocation.
- Our D&I Officers in conjunction with our Diversity Data Officer will keep under regular review what data is collected, and how, as our experience and technology develop.
- We will work with our Practice Managers and software providers to improve the IT systems available for the collection and analysis of data for work allocation monitoring purposes.

(3)By being transparent and accountable:

- Our Code of Conduct and other written equality and diversity policies (including our grievance procedure) have been

distributed to all members, pupils and staff, and are available on a shared drive.

- We monitor and review the distribution of unallocated work with Practice Managers on a quarterly basis and otherwise as and when the need arises.
- We have two D&I Officers who will report internally on our progress on Equality and Diversity and on related issues to the Head(s) of Chambers and the EC on a regular basis and otherwise as the need arises.
- We will report externally on our progress on D&I to the BSB, COMBAR and other interested parties, and will publish on our website anonymised diversity data voluntarily provided by our members, staff and pupils (last completed in 2019).

(4)By taking pro-active steps to promote equality and diversity:

- We have established a rolling Action Plan, which identifies the actions we propose to take, the individuals with primary responsibility and the timetable to which we plan to work, which our D&I Officers will keep under review to monitor progress.
- We will include on our website and in advertisements a statement of our commitment to equality, diversity and inclusion, our willingness to consider reasonable adjustments for disabled candidates and our desire to encourage applications from under-represented groups.
- We will continue to participate in specific initiatives designed to encourage applications for pupillage from under-represented groups, including the Bar Council's Social Mobility Programme.