

Diversity and Equality Objectives 2014 to 2016

Strategic objective (Treasury Solicitor's Department Business Plan 2014 to 2015): *We will provide a workplace environment and culture in which everyone is valued as an individual and is encouraged and supported to meet their full potential.*

1. Better diversity information

1.1. We will promote and publicise the benefits of giving information about protected characteristics in the annual People Survey **before and during the course of each People Survey.**

1.1.1. We will improve the 18% non-declaration rate for ethnicity in the 2013 People Survey to match or better the Civil Service average (12% in 2013).

1.2. We will promote and publicise the benefits of giving information about protected characteristics on the HR 'Trent' system to new joiners, and to existing staff **at least once each business year.**

1.2.1. We will maintain or improve the TSol declaration rates as at March 2014 (81% ethnic origin, 83% disability, 83% nationality, 27% religion, 27% sexual orientation).

1.3. We will collate diversity statistics and information and submit them to our Diversity and Equality Group for review. This includes outcomes from:

- external recruitment exercises, including the trainee competition
- promotions
- development moves exercises for Grade 7 and Grade 6 lawyers
- talent management exercises, including the 9-box grid annual exercise
- SCS Gateway exercises
- appraisal box markings
- the annual People Survey
- special bonus scheme awards

1.3.1. The Diversity and Equality Group will identify any areas of concern and make recommendations to the Diversity Champion about how to publicise and address them.

2. Positive action

2.1. We will promote and support targeted mentoring and coaching for staff from under-represented groups, including the group of staff with caring responsibilities.

2.1.1. The permanent secretary and directors general will mentor one or more colleague at SCS1 or below from an under-represented group **from January 2015.**

2.1.2. The non-executive directors will be asked to mentor one or more staff member at SCS1 or Grade 6 or 7 from an under-represented group **by January 2015.**

2.1.3. We will promote and support civil service wide schemes such as Minority Ethnic Talent Association and Crossing Thresholds by identifying and

nominating staff as participants, and by encouraging staff to act as mentors or speakers on the programmes **from January 2015**.

- 2.1.4. We will explore options to increase the availability of targeted mentoring/coaching to staff from under-represented groups **by March 2015**.
 - 2.2. We will co-operate with GLS colleagues to run a Diversity Summer Scheme for law students **from July 2014**.
 - 2.3. We will sponsor an ethnic minority law student participating in the Windsor Fellowship Programme **from 2014**.
 - 2.4. We will offer 2 places to students on the Whitehall and Social Mobility Foundation Summer Intern Scheme **from 2014**.
 - 2.5. We will participate in the Fast Track Apprenticeship Scheme by offering at least 2 apprenticeships in each business year **from April 2014**.
 - 2.6. We will promote and support the establishing of staff networks for those from under-represented groups or with protected characteristics.
 - 2.6.1. We will support the establishing of a TSol Job-Sharers Network **by December 2014**.
 - 2.6.2. We will explore the need for guidance/FAQs on how to establish a staff network **by January 2015**.
 - 2.7. We will review the need for guidance for recruitment or selection panels on the scope for positive action **by January 2015**.
3. **Best management practice**
- 3.1. We will ensure that Unconscious Bias training is completed by:
 - all managers doing mid-year or end-year appraisals, **from October 2014**
 - all those participating in sift or interview panels, **from October 2014**
 - 3.2. We will ensure all managers of declared disabled staff are given information about suitable tailored training, **from March 2015**.
 - 3.3. We will examine the case for all staff being required to complete disability awareness training **by July 2015**.
 - 3.4. We will ensure that single-gender shortlists for SCS recruitment and single-gender selection panels are by exception only and establish a system to monitor this **from January 2015**.
 - 3.5. We will monitor the working pattern specified in all trawled posts and ensure that any limitation to particular working patterns is justified by business need, establishing a system to monitor this **from January 2015**.
 - 3.6. We will review our guidance and procedures for supporting pregnant staff and those returning from maternity, parental or adoption leave, or career breaks **by March 2015**.
 - 3.7. We will review our appraisal guidance to ensure it promotes equality of opportunity for those working reduced hours or absent for part of an appraisal year **by March 2015**.

- 3.8. We will begin to scope the work involved in working towards recognition under the Stonewall Workplace Equality Index **by January 2015** and ensure that a recommendation about whether to seek recognition, and on what timetable, is put to the People Committee **by July 2015**.
- 3.9. We will promote the Civil Service Diversity and Equality Awards scheme and encourage nominations of TSol staff or groups, **2 months before the deadline for nominations each year**.

4. Diversity in the legal profession

- 4.1. We will support the senior judiciary in seeking to increase judicial diversity by promoting the option of part-time judicial appointment to our legal staff at least once in each business year, **by December 2014**.
- 4.2. We will continue to support the Law Officers in seeking to improve the diversity profile of Panel Counsel.
 - 4.2.1. We will encourage all applicants to give information about protected characteristics and collate and review diversity statistics after each competition.
 - 4.2.2. We will take positive steps to encourage applications from the widest possible pool.
- 4.3. We will support the Law Society in seeking to improve the diversity of the solicitors' profession by being active members of the Law Society Diversity Forum, including supporting the Diversity Access Scheme, and encouraging our staff to participate in events, workshops and membership groups.
- 4.4. We will support the Bar Council in seeking to improve the diversity of the self-employed Bar by encouraging our staff to participate in events, workshops and membership groups.
- 4.5. We will support initiatives aimed at encouraging young people from diverse backgrounds to enter the legal profession, including encouraging our staff to undertake outreach activities in schools, colleges and universities.
- 4.6. We will explore the scope for requirements designed to promote diversity and equality in external legal services providers when we review the Legal Services Framework in 2015.