

What changes would employers and service providers need to make to comply with the legislation and when?

Guidance

Guidance to support employers to understand what they need to do before the legislation comes in is being prepared. A code of practice will also be prepared to give clear guidance on what the legislation means.

Many of the duties that employers and service providers will have will be things that they are advised to do already, like having a harassment policy and a diversity or equality policy in place suitable to the size of the business (the Tribunal understands that small organisations may operate in a less formal way).

Preparation

Here are some of the actions that are advisable in preparation for the legislation. This list is not exhaustive but intended to give employers an idea of things that they should consider. Training is available to book on the [Consortium's website](#). Guidance documents will be available from Q4 2022.

- Checking the organisation isn't discriminating – this could include:
 - reviewing policies, procedures, terms and conditions, working practises, contracts, etc to see whether they use any of the protected grounds (race, disability or carer status) directly or whether they could indirectly discriminate against someone on the basis of the protected grounds,
 - reviewing when questions are asked about the protected grounds in applications forms or interviews, and checking that advertisements do not refer to protected grounds in a prohibited way,
 - checking whether there are differences in pay between people doing the same or substantially similar jobs related to the protected grounds, or differences in terms and conditions related to the protected grounds between people doing jobs that are not materially different.

Training staff

Training staff – consider whether staff will need training before the legislation comes into force so that they understand their duties under the legislation.

Reasonable adjustments

Preparing to offer reasonable adjustments – this could include encouraging staff to get in the habit of asking whether reasonable adjustments are required for meetings, appointments, interviews and so on and ensuring booking systems include a facility to check whether reasonable adjustments are required. It might also be advisable to think through how the organisation would go about making reasonable adjustments for disabled people if the need arose.

Access audit

Considering undertaking an access audit – though there would be a five-year delay before complaints related to physical features could be made, it may be helpful to prepare in advance and to consider other aspects of accessibility, such as web design or interactions with staff. There is already some guidance available [here](#) and further information on accessibility and reasonable adjustments at gov.gg/discrimination-guidance.

Positive action

Positive action – consider whether the organisation is currently using, or wishes to use positive action and, if it does, set out the rationale, objectives and a review period for this.

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