



CLAYTON UTZ

CLAYTON UTZ ACCESSIBILITY & INCLUSION (A&I)

Action Plan 2023-2025

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Message from our Chief Executive Partner and Chair of the Accessibility & Inclusion Steering Group

We are proud to present our second Accessibility & Inclusion Action Plan. As a law firm, we are committed to promoting diversity, equality, respect and inclusion consistent with the principles of justice, integrity, equity and the pursuit of excellence upon which the profession is founded.

Disability continues to be a key area of focus for Clayton Utz under our diversity and inclusion strategy as endorsed by the Firm's Diversity Council and Board. We have observed awareness grow over the last three years in both our Firm and the broader business community. The Royal Commission (Violence, Abuse, Neglect and Exploitation of People with Disability), Australia's Disability Strategy 2021 – 2031, and the work of the Business Council of

Australia amongst other developments, have helped to put the spotlight on the employment of people with disability.

Our second Action Plan builds on our first plan. It recognises areas where we need to try harder, it reflects new expectations (including technology shifts), and again aligns our efforts with the Firm's ongoing focus on community and pro bono work for those disadvantaged through disability.

We've learnt so much since we began this journey and we have a deep respect for external stakeholders who are advancing the accessibility and inclusion agenda. We look forward to working with them and continuing our quest to create an environment and culture at Clayton Utz that enables our people, and our clients, to succeed.



Bruce Cooper
Chief Executive Partner



Ian Bloemendal
Chair, Accessibility & Inclusion
Steering Group

Message from Corene Strauss, CEO Australian Network on Disability

Australian Network on Disability (AND) congratulates Clayton Utz on their Access and Inclusion Action Plan. All significant change needs a plan to succeed and with their plan, Clayton Utz has recognised the important role organisations have in building an inclusive environment for employees, consumers and the diverse community they serve. Clayton Utz's Action Plan is a key document in embedding disability inclusion. It should also be said that there have been many achievements to date including participation in the Access & Inclusion Index; a Recruitment Review to remove unintended barriers to employment; participation in AND's Stepping Into Program, providing internship opportunities for graduates with a disability; and workforce training for disability confidence.

As a valuable partner on this journey since 2015, The Australian Network on Disability looks forward to continuing to work with Clayton Utz to create a more equitable and inclusive Australia.



Since 1952 Sunnyfield has been enriching the lives of people with disability by creating choice, opportunities and skills for life. The Community Services Hub in St Marys where the piece of artwork chosen for this Action Plan was created, has very talented clients that share a love for all things art. They enjoy painting, drawing, pottery and working with mosaics to name just a few and have filled their Hub with wonderful masterpieces such as this.



Our Accessibility & Inclusion (A&I) story

Commitment, Leadership and Measurement

Our A&I Action Plan has been, and will continue to be, well-supported through the following:

- ▶ an organisational strategy that embraces diversity and inclusion as a priority
- ▶ an overarching diversity and inclusion program (called "Momentum")
- ▶ an Accessibility & Inclusion Steering Group (established in 2018). This is a leadership body which has both driven the development of, and implementation of, our first Accessibility & Inclusion Action Plan. The Steering Group is chaired by a senior partner of the Firm and is comprised of senior members of both the legal and business advisory sections of Clayton Utz (including a Partner representative from the Firm's Diversity Council). The Steering Group meets bi-monthly and reports to the Firm's Diversity Council at its bi-monthly meetings
- ▶ a Partner and employee interest group which helps raise awareness of disability inclusion in our workplace, and
- ▶ active membership of the Australian Network on Disability (AND) and a commitment to participating in its Access and Inclusion Index.

Achievements under our previous plan

Commitment

A focus on Accessibility and Inclusion (A&I) continued to be an important part of the Firm's D&I strategy. In addition to our Accessibility & Inclusion Steering Group established in 2018, in 2021 we took additional steps to raise awareness of A&I issues at a grassroots level by creating an A&I Interest Group. We also continued our Silver membership of the Australian Network on Disability (AND), which provided us with the opportunity to participate in AND's Access and Inclusion Index. We were pleased to rank in the Top 10 of participating organisations within Australia.

As part of our commitment, we engaged our workforce in discussions about accessibility and inclusiveness through multiple channels, including an ongoing feedback point on our intranet, online workshops and a Firm-wide survey.

In addition, we sought guidance from the Disability Discrimination Commissioner to help us stay informed about best practices in the workplace.

We actively promoted our current A&I Action Plan both internally and externally to highlight our commitment to A&I and our ongoing efforts to create a more inclusive and accessible workplace.

Premises

We have put in place Accessibility & Inclusion Office Guides for all premises and on our website, as well as an Events Accessibility Checklist. In our Sydney office, we have taken a number of steps such as installing Bindi-Maps, a mobile wayfinding app, on client floors, and working with our architects to address concerns about kitchen design. Feedback on accessibility to our landlord has led to a reconstruction of the concierge desk in the lift lobby in a design that is supportive of those with disability.

We have distributed the Design for Dignity Guidelines and the Sydney Premises AND Review Report to our facilities and property teams nationwide, so they can consider upgrades and adjustments for future works and repairs and maintenance. In our Perth office, we have installed auto-opening doors to improve accessibility.

Additionally, we have worked to raise awareness of the importance of accessibility and inclusion with all landlords and developers, so they can take appropriate steps to ensure that their buildings are accessible to all. We have also raised awareness about Personal Emergency Evacuation Plans (PEEPs) with landlords, and they have undertaken to review them.

Technology

We are committed to ensuring digital accessibility across all our platforms. We engaged an external consultant to conduct a website audit, which resulted in an 82% conformance to WCAG 2.1 AA for crucial pages. We use online accessibility tools and engage external consultants to ensure that new and existing content is accessible. In-house web solutions that support industry standard best practices have been developed, and we have procured assistive technology, including JAWS and NVDA.

The entire firm has been provided with Microsoft 365 Apps for Enterprise with its additional accessible options. Our specialist teams and our people are educated on technology and accessibility, and we have delivered several training sessions and workshops, including a training session for lawyers focused on drafting accessible documents.

We also hosted 2 x 2-hour accessibility awareness training sessions for our designers, web developers/technical team, and online content managers, led by an external digital agency. Transcripts, captioning, and audio description have been provided for video and audio content on our website.

Communications and Marketing

We conducted both in-house and external audits of our website and marketing communications. We realised the need for improvements in the area of accessibility, and began focusing on text readability, font size and weight, and color contrast. We also developed an Events Accessibility Checklist, which now forms part of our events planning process to ensure that all attendees have the necessary accommodations.

Our video conferencing platforms have live captioning available as a feature and we include a question about accessibility requirements in all RSVP forms.

We developed a Marketing Materials Checklist for accessibility to ensure that our marketing efforts were inclusive to all. Working with with an external digital agency, we educated our in-house designers on the need to be aware of accessibility issues.

Finally, we held a whole of Firm consultation session with our employees to gather feedback on the accessibility of our communications and marketing efforts.

Employment

We conducted a formal Recruitment Review exercise with AND and continue to make improvements to our recruitment and onboarding systems and processes.

We have a particular focus on removing unintentional barriers for people with disabilities during the application and interview process, and we have implemented initiatives to increase the employment and retention of people with disabilities.

To support our initiatives, we partner with disability employment providers such as WISE Employment and participate in AND's Stepping into Internship Program. Through AND's program, we hosted four interns and were able to provide one intern with permanent employment. We also continue to hire people through our RARE contextual recruitment software, which supports the employment of a diverse workforce, including people with disabilities.

In addition to our recruitment and onboarding efforts, we were focused on awareness building. We regularly acknowledged key dates in the Accessibility & Inclusion calendar, such as Global Accessibility Awareness Day (GAAD) and International Day for People with Disability. We engaged with the Australian Disabled Australian Lawyers Association (DALA) and conducted disability confidence training sessions for our people led by AND. We have also run an "Inclusive Meetings" information session to promote inclusivity in meetings.

We collected data on our people who choose to identify as a person with a disability through both our onboarding process and human capital management system.

In 2022, we launched our 2022-2025 Health and Wellbeing strategy, 'Embrace.' As part of this strategy, we are a founding member of the Corporate Mental Health Alliance Australia (CMHAA) and took part in its first 'Leading Mentally Healthy Workplaces Survey' in 2022. This was an important opportunity for us to understand in detail the state of mental health and wellbeing in our workplace and the things that contribute positively and negatively to the mental health of our people.

Alongside our support for flexible working arrangements, we support our people who are carers of those with disabilities through our online resources and arrangements with CircleIn and CareCorporate.

Lastly, we launched an internal program called CU Succeed Legal, which provides all employees with regular, quality conversations about their performance and career development. This includes quarterly check-in conversations that focus on goal setting and timely reviews throughout the year

Workplace Adjustments

As part of our ongoing commitment to creating an inclusive workplace, we recently updated our human capital management system to allow for voluntary

disclosure if an employee identifies as having a disability. This means that our employees can now proactively let us know if they require any support or adjustments to best perform their role and support their career development.

When a disclosure is made, a notification is sent to our Health, Safety & Wellbeing Team who then have a conversation with the employee to explore any necessary workplace adjustments. This information is also available to our People and Development (P&D) Team through confidential reporting. With an employee's consent, this disclosure can also be shared with the person's Partner/Manager.

We have streamlined the process for certain physical workplace adjustments. We have made a variety of ergonomic equipment available on request from our IT service catalogue without the need for any approvals.

We have also conducted a review of our systems and processes for supporting injured or unwell employees to return to work. As part of this, we have trained all of our P&D Managers and Consultants on the role that workplace adjustments (of all types) can play in helping an employee with a disability to stay at work or return to work

Suppliers and Partners

As part of our procurement process, we consider the practices of suppliers and partners in determining whether we will procure goods and services from them. For example, our Due Diligence Questionnaire asks potential suppliers to articulate the consideration they give to ensure that the products and/or services they supply are accessible for people with disabilities. Additionally, our Supplier Code of Conduct states that we expect our suppliers to have an aligned policy or strategy in place in relation to diversity and inclusion and to promote the principles of diversity and inclusion in their own supply chain.

Over the last three years, we have actively engaged with several Australian Disability Enterprises to procure a variety of goods including food supplies and gifts for our people or external speakers. This has not only provided us with high-quality products and services, but it has also allowed us to contribute to the growth and development of these enterprises.

Products and Services

We recognise the importance of ensuring that our products and services are accessible for all users, including those with disabilities. We engage with our Knowledge, IT, and Design teams to build their capabilities in this area. Our aim is to ensure that our Firm precedents, documents, and communications

are increasingly accessible and compatible with the use of assistive technologies.

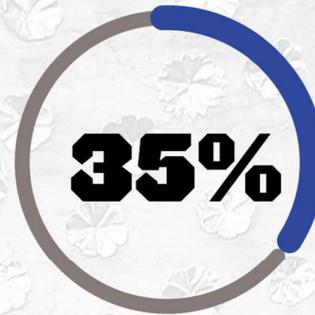
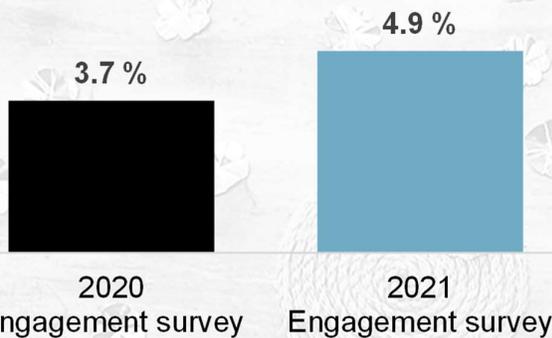
To gather feedback from our clients and stakeholders on our accessibility and inclusiveness, we have an Accessibility statement on our website. This statement provides a platform for our clients and stakeholders to provide us with feedback on how we can improve our accessibility and inclusiveness further.

We also engage with our lawyers to ensure that their external communications on topics related to accessibility and inclusion reflect our own learnings on accessibility as an organisation. This ensures that our values and commitment to accessibility are increasingly reflected in our external communications.

To ensure that our events are inclusive for all, we have engaged AI Media and AUSLAN services for certain client and external events. This enables us to provide accessibility services such as closed captioning and sign language interpretation to ensure that our events are accessible for all attendees.

DISABILITY @ CLAYTON UTZ

We've seen an uplift in the number of people who identify as having a disability.



of our people who completed our engagement survey in 2021 identify themselves as being a carer

Our people who identify as having disability report:



a more positive experience of working at Clayton Utz in 2021 compared to 2018



a largely similar experience of working at Clayton Utz in 2021 to those without disability

People who identify as having disability:



Have strong pride in the firm



Are clear on their job expectations and team goals



Experience good communication and collaboration in the workplace

However, they report less favourably on:



Performance management



Career progression



Professional development

Pillars of action

In this updated Action Plan, the Firm will continue to focus its actions on the following key areas which align largely with the Australian Network on Disability's Access and Inclusion Index.



Leadership Commitment

Overall objective: Strive for best practice on access and inclusion for our people and clients with disability.

<i>Commitment</i>	<i>Responsibility</i>	<i>Timing</i>
Participate in AND's Access & Inclusion Index to benchmark and check progress.	<i>Director of Diversity and Inclusion (D&I)</i>	<i>FY24 or FY25</i>
Continue to build our A&I Interest Group to raise awareness of A&I issues at a grassroots level.	<i>Director of D&I</i>	<i>Ongoing</i>
Maintain silver membership of the Australian Network on Disability (AND).	<i>Director of D&I</i>	<i>Ongoing</i>
Chair of Steering Group to participate in AND's Champions' (CEO) Network.	<i>Chair of Steering Group</i>	<i>Ongoing</i>
Continue to consult with our workforce about the accessibility and inclusiveness of our organisation through: <ul style="list-style-type: none"> • an ongoing feedback point on our intranet • our regular Firm-wide engagement survey (which allows us to compare the responses of our people with and without disability). 	<i>Director of D&I</i>	<i>Ongoing + FY24 engagement survey</i>
Continue to engage with external stakeholders including the Disability Discrimination Commissioner and the Business Council of Australia.	<i>Director of D&I</i>	<i>Ongoing</i>
Active and ongoing promotion of this A&I Action Plan (internal and external).	<i>Senior Leadership Team + Chair of Steering Group + Director of D&I</i>	<i>Immediate and ongoing</i>

Premises

Overall objective: Create premises that are inclusive and provide a dignified user experience for Partners, employees, clients and visitors with disability.

<i>Commitment</i>	<i>Responsibility</i>	<i>Timing</i>
Continue to engage with landlords to bring buildings in line with best practice, including adjustments to wayfinding, building accessibility, concierge (in lobby) set up and any adjustments inside our tenancy (such as bathrooms etc).	<i>Head of Premises and Procurement</i>	<i>Ongoing</i>
Upcoming refurbishment project in Brisbane office will consider changes and alterations in line with best practice AND recommendations to make all new spaces accessible to people with disability.	<i>Head of Premises and Procurement</i>	<i>FY24</i>
Any new kitchen facilities will take into consideration best practice and the AND Sydney Report to ensure people with disability are able to use the spaces independently as much as possible.	<i>Head of Premises and Procurement</i>	<i>Immediate and ongoing</i>
Continue to advocate refurbishments in current buildings and look to influence design changes in any new development the Firm would consider.	<i>Head of Premises and Procurement</i>	<i>Ongoing</i>
Plan for national roll-out of Bindi-maps further to pilot in Sydney office.	<i>Head of Premises and Procurement</i>	<i>FY24 and FY25</i>
Review accessibility of preferred travel and accommodation options so that wherever possible our people with disability are not inhibited in accessing travel opportunities within their roles.	<i>Head of Premises and Procurement</i>	<i>FY23 and ongoing</i>
Conduct disability confidence training for client-facing Operations/front of house employees striving for 100% completion.	<i>Director of D&I + Head of Premises and Procurement</i>	<i>Annually</i>

Technology

Overall objective: Internal and external technology, including software and hardware, are accessible for people with disability.

<i>Commitment</i>	<i>Responsibility</i>	<i>Timing</i>
<p>We will continue to improve the digital accessibility of our websites (internal and external) and mobile apps and ensuring compliance with the Web Content Accessibility Guidelines (WCAG) 2.1 AA and subsequent versions. This includes:</p> <ul style="list-style-type: none"> ▶ ensuring that all video and audio content on our website is accompanied by transcripts, captions, and audio descriptions. ▶ facilitating the use of assistive technologies, by providing image descriptions and 'true' headings. developing accessibility guidelines for authors of digital content to meet or exceed WCAG 2.1 AA and developing a process to ensure any new content is reviewed and meets web accessibility standards ▶ ensuring intranet resources and learning platforms are accessible using assistive technologies, and ▶ ensuring we include information relating to digital accessibility on our website. 	<i>Head of Marketing & Design Services & Head of Technology Operations</i>	<i>Q4 2020</i>
Continue to engage external consultants to assist in the review and adoption of industry developments on our website at least annually.	<i>Head of EUC & Security</i>	<i>Annual</i>
Continue to talk with clients and other external stakeholders about their experience and enhancements in this space, again with a view to being made aware of and adopting leading practice.	<i>Director of D&I and Head of EUC & Security</i>	<i>Ongoing</i>
Continue to leverage open source and commercial solutions to help analyse our existing content for improvements and assist in developing new content.	<i>Head of EUC & Security</i>	<i>Ongoing</i>
Ensure inclusive design is adopted when assessing all new technologies for our people.	<i>Head of EUC & Security</i>	<i>Ongoing</i>
Continue to expand our assistive technology collection of programs to offer increased assistance to our people and clients.	<i>Head of EUC & Security</i>	<i>Ongoing</i>
Modernise and simplify the process for our people to request and obtain assistive technologies under our Workplace Adjustments policy.	<i>Head of Technology Delivery & Support</i>	<i>Q4 2023</i>
Provide additional assistive technology at Clayton Utz events.	<i>National Events Manager</i>	<i>Ongoing</i>
Explore the use of technology to support the Firm's wellbeing initiatives.	<i>Director of IT</i>	<i>Ongoing</i>
Ensure accessibility and inclusion information regarding the Firm is searchable and easily accessed for our people.	<i>Head of Project Services & Business Systems</i>	<i>Q4 2023</i>
Ensure accessibility principles are considered and applied to any Artificial Intelligence (AI) models to minimise bias through diverse training data, regular monitoring, and evaluation of any results.	<i>Generative AI working group</i>	<i>Immediate and ongoing</i>

Communications and Marketing

Overall objective: Internal and external communication and marketing is inclusive and accessible for people with disability as employees, clients and stakeholders.

<i>Commitment</i>	<i>Responsibility</i>	<i>Timing</i>
Conduct a review of the end-to-end accessibility and inclusion experience of event related communications. Identify a priority list and build plan.	<i>National Events Manager</i>	<i>FY24</i>
Continue to refresh and include accessible design requirements and specifics in brand guidelines.	<i>Head of Marketing and Design Services</i>	<i>Ongoing</i>
Deliver training to marketing and communications employees to increase disability confidence and capability in the production of accessible communications and events.	<i>Director of D&I + Head of Marketing and Design Services</i>	<i>Annually</i>
When producing internal and external communications, strive for diverse representation in our imagery including the representation of people with disability.	<i>Head of Marketing and Design Services</i>	<i>Ongoing</i>
Continue to focus on text readability, font size and weight and colour contrast - referring as a reference point to our marketing materials checklist. Review on a regular basis.	<i>Head of Marketing and Design Services</i>	<i>Ongoing</i>
Ongoing review of all RSVP forms regarding accessibility requirements for attendees.	<i>Head of Marketing and Design Services</i>	<i>Completed but ongoing monitoring of necessary enhancements</i>
Continue to use our Events Accessibility Checklist to ensure people with disability can fully engage with our internal or external events.	<i>National Events Manager</i>	<i>Ongoing</i>
Alongside end-to-end review (mentioned above), continue to gaps to ensure our digital invitations are accessible or that an accessible version is always made available. When the need arises, engage external consultants to assist in the review of our digital invitations.	<i>Head of Marketing and Design Services + National Events Manager</i>	<i>Ongoing</i>
Consider feedback from consultation sessions (conducted in advance of drafting this Action Plan) concerning the Firm's marketing and communications.	<i>Head of Marketing and Design Services</i>	<i>Q4 2023</i>

Employment

Overall objective: Continued focus on inclusion through recruitment of people with a disability alongside education of our workforce.

<i>Commitment</i>	<i>Responsibility</i>	<i>Timing</i>
Review the end-to-end promotion practices. Identify and implement actions to remove any unintended barriers for candidates with disability. Seek feedback from candidates on their experience of the process.	<i>Head of Talent & Reward</i>	<i>Q4 FY22</i>
Ensure all recruitment consultants have attended Disability Confident Recruiters training hosted by AND. Confirm their knowledge and understanding of supporting workplace adjustments.	<i>National Recruitment Managers</i>	<i>Ongoing</i>
Conduct disability confidence training for client-facing Operations/front of house employees, striving for 100% completion.	<i>Head of Operations</i>	<i>Annually</i>
Ensure disability/accessibility awareness training is available for hiring managers if required.	<i>National Recruitment Managers</i>	<i>Ongoing</i>
Continue to explore employment opportunities for people with disability and use specialist recruitment agencies to provide candidates for appropriate roles. Where information is voluntarily shared, track number of candidates with disability who express interest in roles.	<i>National Recruitment Managers</i>	<i>Ongoing</i>
Continue to participate in the AND internship program for students with a disability, offering a minimum of 2 internships per year.	<i>National Recruitment Managers</i>	<i>Ongoing</i>
Ensure disability/accessibility awareness resources are available and communicated to all Partners and employees. Incorporate these resources into the induction program for new hires.	<i>Senior Manager - Health, Safety & Wellbeing</i>	<i>Ongoing</i>
Continue to capture data from our employees with disability within lifecycle and engagement surveys. Identify opportunities to improve their employment experience.	<i>Policy & Programs Manager</i>	<i>Q4 FY22</i>
Ensure our flexibility policy responds to the needs of people with disability. Use listening strategy to measure people's experience of the policy. Review policy biennially.	<i>Flexibility Manager</i>	<i>Ongoing</i>
Using recommendations provided by AND, develop and implement an action plan to remove any unintended barriers to the recruitment and selection process for people with disability.	<i>National Recruitment Managers</i>	<i>Q4 FY22</i>
Review our learning and development offerings to ensure they are accessible to all employees. Seek feedback from program attendees to assess their experience.	<i>Learning & OD Managers</i>	<i>Q4 FY22</i>
Alongside formal training, build disability awareness by sharing success stories, acknowledging key dates, and considering innovative learning opportunities.	<i>Director of D&I</i>	<i>Ongoing</i>
Promote this Action Plan to all Partners and employees and ensure it is readily available.	<i>Director of D&I</i>	<i>Ongoing</i>

Workplace Adjustments

Overall objective: Providing an accessible and inclusive workplace to enable people with a disability to realise their potential through full participation in all aspects of employment.

<i>Commitment</i>	<i>Responsibility</i>	<i>Timing</i>
<p>Transform the current manual workplace adjustments request process using automation and workflow systems. As part of the transformation we aim to:</p> <ul style="list-style-type: none"> ▶ Understand the number and types of workplace adjustments requested and approved. ▶ Monitor and report on the length of time taken to approve and implement workplace adjustments. ▶ Include a feedback mechanism post implementation of the adjustment to understand whether the adjustment is meeting the employees needs and whether there could have been any improvements with the process. ▶ Utilise the data and feedback from the workflow to continually improve and refine the workplace adjustment experience at the Firm. 	<p><i>Director of Risk and Insurance + Senior Manager - Health, Safety & Wellbeing</i></p>	<p><i>FY24</i></p>
<p>Undertake a feedback and consultation sessions with employees to identify barriers and/or gaps in the current workplace adjustment process. We will focus on increasing awareness of this through a communication campaign including:</p> <ul style="list-style-type: none"> ▶ 2 -3 intranet articles on workplace adjustments in practice using successful examples of workplace adjustments from within the Firm (or if necessary use examples from other organisations). ▶ Highlight workplace adjustments under the Embrace intranet page. 	<p><i>Director of Risk and Insurance + Senior Manager - Health, Safety & Wellbeing</i></p>	<p><i>FY23-FY24</i></p>
<p>Embed a positively framed question on workplace adjustments at each stage of the recruitment process and provide training to the Talent team on workplace adjustment provision.</p>	<p><i>Director of Risk and Insurance + Senior Manager - Health, Safety & Wellbeing</i></p>	<p><i>FY23</i></p>
<p>Publish an easy to understand, practical guide about the workplace adjustment request process to complement the Firm's Workplace Adjustment Policy.</p>	<p><i>Director of Risk and Insurance + Senior Manager - Health, Safety & Wellbeing</i></p>	<p><i>FY23-FY24</i></p>

Suppliers and Partners

Overall objective: Expect our major suppliers and partners to mirror our commitment to people with disability.

<i>Commitment</i>	<i>Responsibility</i>	<i>Timing</i>
Continue to identify and procure goods and services from suppliers and social enterprises which support and employ people with disability, including digital agencies that strive to meet the WCAG.	<i>Head of Premises & Procurement + Operations and Procurement teams; Director of D&I</i>	<i>Ongoing</i>
Continue to talk with our major suppliers about their commitment to people with disabilities and their future plans. This is with a view to adopting appropriate ideas but also to reinforce our expectations.	<i>Head of Premises & Procurement + Operations and Procurement teams</i>	<i>Ongoing</i>
Develop an internal checklist outlining the minimum access and inclusion requirements for suppliers and partners to meet to assist with evaluating supplier information.	<i>Head of Premises & Procurement + Operations and Procurement teams; Director of D&I</i>	<i>FY24</i>
Arrange for AND to run a workshop for the Procurement and related Business Advisory Services teams to understand the key considerations of social procurement.	<i>Director of D&I</i>	<i>FY24</i>
Ensure the A&I Interest Group and the Procurement team engage with each other to share insights and to help drive future policy, process or purchasing decisions.	<i>Head of Premises & Procurement + Director of D&I</i>	<i>Ongoing</i>
Consider an effective feedback mechanism to gather information regarding the impact of our accessible and inclusive procurement practices.	<i>Head of Premises & Procurement + Director of D&I</i>	<i>FY24</i>
Collaborate with law firms, other corporate organisations and broader legal industry stakeholders on how to improve the collective approach.	<i>Director of D&I; Director of Risk and Insurance</i>	<i>Ongoing</i>

Products and Services

Overall objective: Build accessibility options or designs into our products and services.

<i>Commitment</i>	<i>Responsibility</i>	<i>Timing</i>
Continue to build the capability of our Knowledge team so that our Firm precedents are accessible and compatible with the use of assistive technologies.	<i>Director of D&I + Knowledge Management team + Technology and Information Services team</i>	<i>Ongoing</i>
Continue to build capability of our Design team so that our clients documentation and collateral are accessible and compatible with the use of assistive technologies. <i>[See also commitments under “Communications and Marketing”]</i>	<i>Director of D&I</i>	<i>Ongoing</i>
Build confidence of our people (lawyers and business advisory services) to talk about accessibility at Clayton Utz with clients and other stakeholders through simple measures such as: <ul style="list-style-type: none"> ▶ a short summary of our programs, progress and goals, and ▶ suggestions for inclusive language to be used in invitations to events, videoconferences, etc. 	<i>Director of D&I</i>	<i>CY23 and ongoing</i>

See also “Premises” regarding commitments to improving the physical environment for our clients, people and visitors with disability

Spotlight on Pro Bono and Community engagement

Pro Bono

Pro bono work for low-income and vulnerable people, including for clients with disabilities and the not-for-profits which support them, is a fundamental pillar of Clayton Utz.

In the 25 years since we launched our Pro Bono practice in 1997

We have acted for over **6,000 PEOPLE** as pro bono clients of the firm, and helped thousands of others at external legal clinics.

In FY22
We provided



52,000 HOURS

of pro bono assistance, including advice and representation for people with disabilities.

We have championed the Health-Justice Partnership model, and have long-term relationships with peak disability organisations including Allergy & Anaphylaxis Australia, Spinal Cord Injuries Australia, as well as the Australian Paralympic Committee. We have run many successful disability discrimination cases, including where pre-employment medical testing has excluded an otherwise successful candidate, the dismissal of people with disabilities from employment and accessibility in everything from public transport to urban infrastructure to the common property in apartment buildings.

Peak organisations



SPECIALISTERNE



Community Connect

Clayton Utz has partnered with charities supporting people with disabilities for 20 years through our Community Connect program. Our people have volunteered their time and fundraised with the disability sector. We have also provided in kind support, donating the use of rooms, catering and facilities for events, research briefings and strategic planning for further the mission of disability services.

Every partner and permanent employee is entitled to a paid community leave day each year in order to assist with and experience first-hand the work done by our community partners and Pro Bono clients. Despite COVID restrictions, in FY22, over 26% of the Firm volunteered through these programs. This has enabled our people to participate in numerous activities, with our Community Partners, including accompanying people with cerebral palsy on a Lifestyle Buddy Day to the Royal Easter Show.

We have financially supported our charity partners through the Clayton Utz Foundation

distributing over **\$13.8 million** since 2003

In FY22, a further



was directly fundraised for charities by Clayton Utz partners and employees to organisations including



Examples of our community partnerships



Clayton Utz volunteers participate in the **Cerebral Palsy Alliance (CPA)** Krazy Kosci Klimb as support teams for young people with cerebral palsy achieving the goal of reaching the highest point in Australia, Mt Kosciuszko. This event is not only a fundraiser for CPA's Accessible Gym and Sports program but also an opportunity for our volunteers to understand the impacts of living with a disability for individuals and their families and celebrating people's strengths and capabilities.

In partnership with Clayton Utz Foundation, CPA successfully established Australia's first Early Diagnostic Clinic in 2018, making imaging and neurological testing available for babies identified as being at high risk of having CP. Through this service the clinic is now able to diagnose CP as early as 12 weeks, allowing babies to be fast tracked to early intervention, greatly improving quality of life outcomes. The Clayton Utz Foundation continues its support of the Clinic with the latest grant of \$150,000 over three years towards the clinic's expansion of service and continued operation.

The clinic is now able to diagnose CP as early as 12 weeks

For the past 15 years, Clayton Utz has developed a strong relationship with **Hartley Lifecare**, a Canberra-based charity providing accommodation, respite care and community programs for children, adults and their families in the ACT region with physical and complex disabilities. This relationship has included providing pro bono services in relation to Human Resource Management as well as supporting the organisation with several of their fundraising events. One of these key fundraisers is the Hartley Cycle Challenge. Rain, hail or shine, Clayton Utz cyclists from our Canberra office participate in the Challenge, riding 315kms over three days to raise funds targeted for Hartley Lifecare's essential services.

Rain, hail or shine, [we ride] 315kms over three days to raise funds.

The Clayton Utz Foundation has also provided significant funding to assist Hartley's modified Transport Unit. This funding has allowed more Hartley Client's to access the community and give them opportunities to live their best life.



Sunnyfield's mission is to enrich the lives of people with disability by creating choice, opportunities and skills for life. Over the years volunteers from Clayton Utz have joined Sunnyfield supported employees at their workplace, learning what they do and assisting with their work such as packaging and sorting. This activity provides Sunnyfield supported employees with an opportunity to share their workplace and work (which they are very proud of) and also provides volunteers with the opportunity to see first-hand how Sunnyfield support clients with disability in the workplace. All involved find it a fulfilling, fun and eye-opening experience.

Clayton Utz Foundation has supported a number of dedicated Sunnyfield projects, the most recently completed project was the installation of an accessible kitchen at their Orchard Hills Community Services Hub providing all clients with an opportunity to participate in cooking programs. The Foundation is currently funding a Leavers Employment Supports program. This program, runs part time over two years, incorporates tailored training modules to support young people with disabilities (aged 16-22 years old) to build skills and transition into employment.

Spotlight on **EMBRACE**

At Clayton Utz we recognise the importance of looking after our health and wellbeing. But between deadlines, workloads and everyday life, finding the time to find help when we need it, can be a challenge. Through our listening strategy we asked our partners and employees - **“What can we do better... to better everybody’s everyday?”** and we listened. Our partners and employees told us we could improve our health and wellbeing programs.

In 2022, we launched **‘EMBRACE’** – our new holistic health and wellbeing program. A resource to benefit all our people. Within Embrace our partners and employees can find clear and comprehensive tools and supports, for whatever is on their mind including physical, mental health, financial or family health to help our partners and employees have a better day, their way. All our wellbeing programs are designed to be accessible to everyone; wherever they may be working, wherever they may be on their health journey or life stage.



The launch of Embrace resulted in:



of partners and employees engaged and participated in a health and wellbeing activity over the launch month of Embrace

These activities included



Health checks



Ergonomics



Health coaching



Financial coaching



Mental health



Massages



improvement on the effectiveness of our wellbeing programs, enabling our partners and employees to live a healthier lifestyle.



Our health coaching program showed a positive change in overall wellbeing in participants...



~1800 MINUTES

...with physical activity per week improving by over 1800 minutes on average.



of participants in our sleepfit program proactively participating and completing their sleep program goals.



improvement in reported stress levels



improvement in reported energy levels



60 mental health and wellbeing webinars and sessions delivered



increase in uptake of our Employee Assistance Program (EAP)

Contact information and external links

Do you have any questions or suggestions regarding our Accessibility and Inclusion Plan? Please get in touch with our team:



Email DiversityandInclusion@claytonutz.com

Call us from within Australia on 02 9353 4000.



If you are deaf, or have a hearing or speech impairment, you can Contact us through the National Relay Service (NRS)

<http://relayservice.gov.au/support/training/nrs-call-numbers/>

Provide the NRS with the Clayton Utz number 02 9353 4000. For more information, visit <http://relayservice.gov.au/>



Website: www.claytonutz.com



Careers: <https://www.claytonutz.com/careers>



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You may also like to visit the Australian Network on Disability website: <https://www.and.org.au/>.

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