



The Constitution of Inner Temple's Racial Equality Society

1. Purpose

- 1.1 The purpose of the Racial Equality Society (RES) is to promote access to the Bar, with a particular focus on widening participation for those from Black, Asian and Minority Ethnic (BAME) backgrounds in the Inner Temple.
- 1.2 The Responsible Master of the Society oversees the activities of the Society and supports the Committee in its work.

2. Membership

- 2.1 Upon joining the Inner Temple as a student member, all students will be given the opportunity to opt into membership of all student societies.
- 2.2 Membership of the Racial Equality Society shall be open to all student members of the Inner Temple, including those who identify as BAME.
- 2.3 Membership will cease upon the sooner of the following:
 - 2.3.1 Submits resignation of membership by notice in writing to the Secretary of the Society with a copy to the President/Co-Presidents, and the Education and Training Department,
 - 2.3.2 the passage of six years from the date of the member joining the Inn,
 - 2.3.3 commencement of the second six months of pupillage
 - 2.3.4 Has their membership revoked following a decision issued by The Committee and sanctioned by the Responsible Master.

3. Duties and Responsibilities of Members

- 3.1 In joining the Society, members agree to be bound by the provisions of the following policies and Codes of Conduct of the Inner Temple:

[Volunteers and Participants Code of Conduct](#)
[Equality and Diversity Policy](#)
[Conflict of Interests Policy](#)
[Social Media Policy](#)
[Complaints Policy](#)
[Anti-Bribery](#)

4. Administration

- 4.1 All Committee members must be selected from the membership of the Racial Equality Society, selected annually as provided for below, subject to the general oversight of the Inner Temple Bencher (designated Master of Racial Equality).
- 4.2 The Committee shall comprise a President and other officers as provided for in Schedule I.



5. Selection of President and other Officers

- 5.1 The President/Co-President and other officers shall be selected annually in such manner as may be approved from time to time by the Committee and Responsible Master.
- 5.2 The duties and responsibilities of the President/Co-Presidents and Other Officers shall be as specified in Schedule II.
- 5.3 Applications for Committee membership will be assessed against the applicable selection criteria, set out in Schedule III. Following interview, applicants wishing to take up a role on the Committee, including and up to role of President/Co-Presidents, shall be selected by a majority vote of the outgoing Committee. The Responsible Master will review the process annually.
- 5.4 All Committee members and candidates for Committee roles must declare any personal relationships with standing Committee Members, the Master or any individual employed by, or whom in any other way is connected to the Inn prior to confirmation of the role. This conflict must be reviewed by the Committee that is outgoing. If a conflict is determined as potentially affecting the impartiality of the candidate if allowed in office, the Committee that is outgoing must vote on that nominees' candidacy separately from their ability to carry out that role.

6. Term of Office

- 6.1 The President and other officers shall hold office from 1 January until 31 December each year.
- 6.2 No role on the Committee shall be occupied by the same individual(s) for a period exceeding two consecutive years, however no one shall serve on any committee for more than three years, except in exceptional circumstances.

7. Financial support

- 7.1 The Society will receive an annual subvention from Inner Temple which is to be managed by the Committee in accordance with its budget.
- 7.2 Matters of funding and financial accountability shall be in accordance with the procedures agreed with the Education and Training Department from time to time. The current procedures are appended in Schedule VI.
- 7.3 The annual budget will be drafted by the Treasurer, President/Co-President advised by the scheme of events of the year as set out by the Committee.

8. Removal of membership

- 8.1 Membership of student societies is a privilege and liable to be removed if its continuance is not conducive to the wellbeing of the Society or the reputation of the Inn.



8.2 The Committee, acting with the concurrence of the Responsible Master, shall be at liberty to remove any student from membership of the Racial Equality Society. In consideration removal of membership, regard shall be had to Inn's policies as set out at section 3 above.

9. Amendment

9.1 This Constitution, including the Schedules thereto, may be amended by the Committee at any time by instrument in writing made with the concurrence of the Responsible Master following consultation with the Student Engagement and Support Committee or relevant Inner Temple body.



Schedule I: The Committee

1. The administration of RES will be conducted by the Committee, working in conjunction with and under the supervision of the responsible Master.
2. The Committee shall consist of Designated Officers and Other Officers, as defined in paragraphs 3, 4 and 6.
3. The Designated Officers shall comprise a President (or Co-Presidents if a job share), one or more Vice Presidents, [e.g., representatives for London and for Circuits], a Secretary and a Treasurer.
4. The Other Officers may consist of one or more of the following, and shall depend on need, capacity, and availability:
 - a. Social Secretary
 - b. LGBTQ+ Officer
 - c. Events Officer
 - d. Wellness Officer.
5. All The Committee members past and present, shall be recorded on The Committee Roll for their period in position. All Committee members are recorded on the relevant webpage of Inner Temple.
6. For the purposes of this society, the Other Officer roles shall be defined by the President/Co-Presidents, Vice President(s), Secretary and Treasurer. These roles shall be defined to support the aims and objectives of the society. Definitions of the roles may be based on and expanded from those in Schedule II to this constitution.

Schedule II: Duties and Responsibilities of Officers

The duties and responsibilities of the President and Other Officers shall be as follows:

President/Co-Presidents

- a) To lead activities of the Society and chair meetings. The President/Co-Presidents will also oversee and/or secure speakers, participants, and sponsors for RES engagements.
- b) The President/Co-Presidents will also be the first point of contact with the Master of the Society, external bodies, and will represent RES at wider Inner Temple meetings. The Society will work closely with the EDI Sub-Committee on relevant matters in hosting RES engagements.

Vice President(s)

- a) The Vice President will act as adviser to the President/Co-Presidents and stand in in the absence of the President when required to do so.
- b) Vice President may act as lead representative of RES in hybrid or in-person events and within their respective regions if based outside of London.



- c) The role will also require actively working to create an external network of practitioners with RES and in securing speakers and participants for RES engagements.

Secretary

- a) The Secretary will attend meetings and record minutes and manage the list of members and the Committee annually.
- b) The Secretary will also assist in the planning of RES engagement.
- c) They are responsible for managing the society mailing list and inbox so that emails are delegated efficiently to the relevant officers if in post.

Treasurer

- a) This role will involve managing the finances of the Society and allocating budgets for individual events hosted throughout the year.
- b) The Treasurer will also assist in creating budget reports for submission at the Inn and advocate for changes to allocated budgets where necessary.

Social Secretary

- a) Social Secretary will promote the activities of RES and the Society in general across social media and amongst the student body of Inner Temple.
- b) The role will also require manage RES social media accounts and mailing list, including but not limited to: X, LinkedIn, Facebook, WhatsApp groups and YouTube.

LGBTQ+ Officer

- a) This role will require overseeing and supporting work carried out in relation to members identifying as LGBTQ+.
- b) LGBTQ+ Officer will act as a point of contact for members seeking support in their journey to the Bar and raise/address any concerns felt by members to the Committee.
- c) If in post, this officer will be in communication with the Inner Temple's LGBTQ+ society to help with signposting resources to members and ensuring there are not any duplications in events or other work.

Events Officer

- a) Events Officer will liaise with the rest of the Committee and Inner Temple Education and Training Department and Facilities/Catering team in relation to planned events. The role will require organising format, venue, catering and content of events alongside and with the support of the Committee.
- b) Events Officer shall also assist in securing speakers and guests for RES engagements.



Wellness Officer

- a) This role will require assisting with events planned around wellbeing at the Bar. Wellness Officer will feedback to the Committee about any concerns/difficulties expressed by the Society's members and, if applicable, by the wider network of ethnic minority aspiring barristers.
- b) If in post, this officer will be in communication with the Inner Temple Master and Assistant Master of Wellbeing to help with signposting resources to members and ensuring there are not any duplications in events or other work.

Schedule III: Selection Criteria for Committee Members

1. The Society is keen to encourage members identifying as BAME to put themselves forward for Committee membership.
2. An up-to-date CV and Cover letter is required for any application for Committee membership.
3. Interviews will be held shortly after the close of the application window. Dates will be determined by the Designated Officers.
4. Selection criteria is comprised of the following:
 - a. Demonstrate a commitment to pursuing a career at the Bar.
 - b. Show an interest in increasing diversity at the Bar.
 - c. Inner Temple membership
 - d. Evidence understanding of issues faced by BAME individuals generally and at the Bar and demonstrate knowledge of wider mechanisms that are in place to tackle this.
 - e. Demonstrate commitment to RES and an active participation in the work we do.
 - f. Evidence skills that will assist in the position applied for.
 - g. Be able to present ideas of how you can contribute to RES.
 - h. Be willing to take on additional duties temporarily and from time to time.
 - i. Evidence of being able to balance multiple commitments.
 - j. Attendance at previous RES events or planning/assisting in scheduled events.



Schedule IV: Voting

1. On any matter in this constitution, or in relation to the society, which arises pursuant to the aims and objectives of this society, or regarding the duties of the Committee, upon which the Committee cannot agree, the Committee members shall vote.
2. The Committee shall debate, through whichever forum it deems most appropriate, the subject of any vote or votes. This forum shall be organised by members of the Committee.
3. Each member of the Committee shall have one (1) vote.
4. There shall be no absentee voting with respect to any matter other than the nomination and election of the Officers.
5. In the instance provided in Schedule V paragraph 1, which require the vote of the RES membership alongside that of the Committee, a member of the Committee shall be nominated by the Committee to tally the votes.
6. All votes must be considered binding on the Committee and can only be overturned by review of the Responsible Master.

Schedule V: Meetings and Events

1. Meetings can be called by members of the Committee or 20% of identified members regarding matters relating to the society.
2. All Committee members shall be notified at least seven days in advance of any meeting called by members or the Committee.
3. Meetings shall be either in person or virtually, but the Committee should aim to have at least 1 physical meeting or social annually.
4. A Society-wide meeting shall take place at least once during any academic year.
5. The Society may make select events open to members of Inner Temple who are not students. The Society may make select events open to members of the public or other organisations such as chambers, universities etc; to help achieve its objectives.



Schedule VI: Financial Accountability

The funding of the RES and matters concerning financial accountability shall be as follows:

- I. The annual grant will be allocated by the Inn based on the approved annual budgets established by the SESC, Finance Committee and Executive committee at the end of each year for the year ahead.
- II. The annual grant will be available from January to December of each year. Any funds left over that year will not automatically roll over.
- III. The Society is expected to operate within the annual grant each year and only commit to activities that meet the objectives of this constitution.
- IV. Annual budget planning will begin in May. The Society will review expenditure and income to date and put forward a forecast of overall spending in the current year, their proposed budget for the following year and any budget proposals to the SESC in the October meeting.
- V. Any financial proposals affecting the annual grant of the Society must be approved by the SESC in the October meeting to allow time for approval from the Finance Committee and Executive.
- VI. Before presenting any financial proposal, the Society must consult with their Master of Activity, Education Engagement Co-Ordinator, and the Director of Education.
- VII. Where the Society's event is held internally and incurs a cost from the catering of the event an invoice will not be produced, the cost of the event will be charged internally. The Event Manager from the Inn's Catering team should provide the Society with the final cost of the event for their records. The Education Engagement Co-Ordinator will be responsible for following up on this if the information is not given in a timely manner post-event.
- VIII. If the Society makes any external purchases of goods or services, an invoice should be produced and addressed to the Inn in the following way: *The Inner Temple Racial Equality Society, The Honourable Society of the Inner Temple, Crown Office Row, EC4Y 7HL.*
- IX. If the Society's event is held in an external venue whether the space is free or incurs a hire fee, the Master of Activity should be consulted before any agreement is made to avoid any conflicts of interests.
- X. The Master of Activity must also approve all international travel/accommodation and any volunteers' gifts that exceed £25 each, to uphold the Inn's [anti-bribery policy](#).