

[Clare Fraser](#) - CV

Recent Projects:

Policy Review for Garden Court North Chambers

- Advising on revision of Barristers' Chambers key policies
- Reviewing Constitution, Codes, Manual and other relevant documentation

Revision of Sports Equality Standard for the UK Sport Equality Council

- Providing comparative legislative review of UK equality legislation
- Advising Sport Equality Council on implementation of the Equality Act 2010 and Section 75 of the Northern Ireland Act 1998
- Revising UK Sports Standard for governing bodies of sport and associated sports organisations

Equal Pay Review for Scottish Enterprise

- Reviewing pay and grading in consultation with trade unions
- Analysing and investigating pay gaps
- Advising on changes to practices and policies to avoid gender bias
- Drafting an Equal Pay Review and Action Plan
- Appointed to provide future Equal Pay training for managers

Equality Impact Assessments at City Of Glasgow College

- Designing toolkit and training materials
- Appointed to deliver training to all policy and decision makers
- Drafting equality impact assessment of staff restructure as a result of the merger of the three colleges
- Advising on embedding assessments within the policy development and review process

Quality Assurance of Equality Impact Assessments at Scottish Funding Council

- Reviewing quality of assessments submitted since my delivery of training
- Presenting analysis of strengths and weaknesses to the Senior Management Team
- Providing "clinics" to advise staff on drafts, or how to proceed with particular areas

General Consultancy Work: Clients include Law Society of Scotland, the Scottish Criminal Case Review Commission, Loch Lomond Park Authority, Cumbernauld College and Clydebank College

Designing tailored equal opportunities and impact assessment training:

- ensuring training is relevant to organisational policies and issues
- delivering training to managers and senior academics
- designing induction documentation to increase awareness from appointment
- designing training to be delivered by client in house, and training the trainer

Drafting and advising on equality schemes:

- advising on consultation, including focus groups and questionnaires
- developing single equality schemes

- advising on content of action plans, and reporting on progress

Advising clients on pay modernisation and equal pay:

- reviewing existing job evaluation and pay processes and advising on elimination of bias
- reviewing policies, practices and procedures in order to advise on equal pay risks, and drafting action plans thereafter
- providing training in best practice in job evaluation processes and designing pay systems

Reviewing HR policies and procedures:

- advising on consistency with discrimination legislation
- updating to reflect legislative changes
- advising on revisions including consultation with stakeholders

Conducting impact assessments:

- assessing the impact of existing and proposed policies
- advising on potential adverse impact and mitigation of same
- advising on effective monitoring and publication

Management Consultant at Hay Group, Glasgow (August 2003 to November 2006).

Leading Equal Pay Audits:

- establishing Equal Pay gaps and investigating reasons for such gaps by reviewing policies and practice
- considering management practice with regard to performance management and how this impacts fairness of pay
- advising on closing gaps by establishing long and short term priorities and designing action plans

Training in Equal Opportunities:

- designing training sessions, from intensive courses to briefing sessions, and delivering same
- training the trainer to deliver in house

Advising public sector organisations on implementation of reward modernisation

- managing reward modernisation projects
- interviewing senior academics on job function in order to advise on senior structure, job size and reward
- training staff on job evaluation
- chairing job evaluation panels, appeals and job matching sessions
- considering and advising on impact of diversity and equal opportunities on role profiles and reward design
- designing pay and reward systems
- advising on communication and negotiation with unions

Acting as legal specialist for Hay Group UK Equal Pay Network:

- ensuring awareness of legislative obligations by developing and delivering training programmes

- keeping organisation up to date with future legislative developments and relevant case law
- translating legislation into practical guidance
- key role in designing Hay Group's Equal Pay offering and marketing same, including presenting at seminars
- providing *ad hoc* advice to consultants on diversity issues

**Senior Solicitor at MacRoberts, Glasgow (October 2000 - August 2003)
specialising in Employment Law.**

Advising on discrimination:

- drafting and revising equal opportunity policies and training managers on implementation, ensuring that clients were up to date and aware of legal developments
- appearing at Employment Tribunals, primarily acting for employers, in disability and sexual discrimination claims
- reviewing new legislation (UK and European) and advising clients on practical implications
- developing and delivering discrimination training
- lecturing for Employment Law Masters course

Advising on implementing changes to terms and conditions:

- harmonisation of public and private sector policies and contracts
- changing salary scales from collectively bargained scales to individual performance based scales
- gauging employee response and considering incentives for acceptance of change, and negotiation with unions

Assistant Solicitor at McClure Naismith, Glasgow (September 1999 - October 2000)

Member of Employment Law Group:

- drafting and advising on employment contracts and staff handbooks
- defending discrimination cases including religious discrimination and equal pay