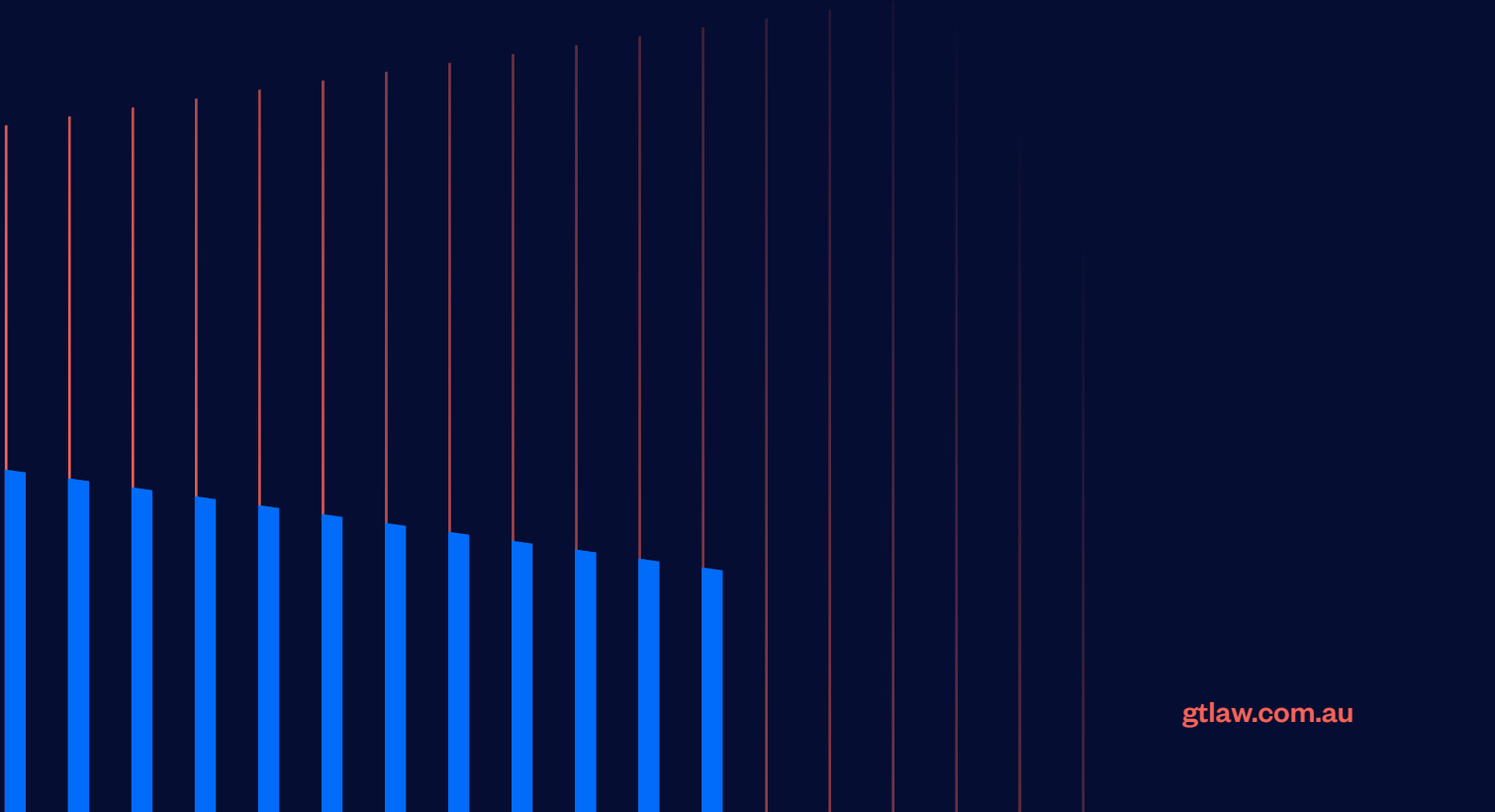




Disability Inclusion and Access Plan 2025/27



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Acknowledgement of Country

Gilbert + Tobin acknowledges the Traditional Custodians of the lands on which we are situated, including the Gadigal People in Sydney, the Whadjuk Noongar People in Perth, and the Wurundjeri People in Melbourne. We pay our respects to Elders, past and present, and recognise the enduring connection First Nations Peoples maintain with the lands, waters, and sky where we live, work, and travel. We are committed to deepening and strengthening our collaborative partnerships with First Nations Peoples and communities, based on mutual respect, trust, and cultural understanding.



Message from Sam Nickless, CEO

At Gilbert + Tobin (G+T), we are committed to being an inclusive and high-performing workplace which reflects the diverse community in which we operate. Over the past few years, we have made important strides in our efforts to remove barriers and create opportunities for people with disability. However, we recognise there is still more to be done.

Disability comes in many forms, some visible and some non-visible, and it is vital our approach embraces this broad spectrum. During the term of this plan, we will be preparing for a new office in Sydney, which presents a unique opportunity to consider accessibility and inclusivity in the physical design of our workplace.

In addition, this plan is being shaped at a time of rapid technological change, particularly with advances in artificial intelligence. These developments may open up significant opportunities for greater inclusion, offering new tools and solutions for people with disability. However, we also acknowledge such change and development could introduce new challenges for accessibility. This plan not only outlines how we will continue to improve but also holds us accountable to the highest standards of inclusion and access.

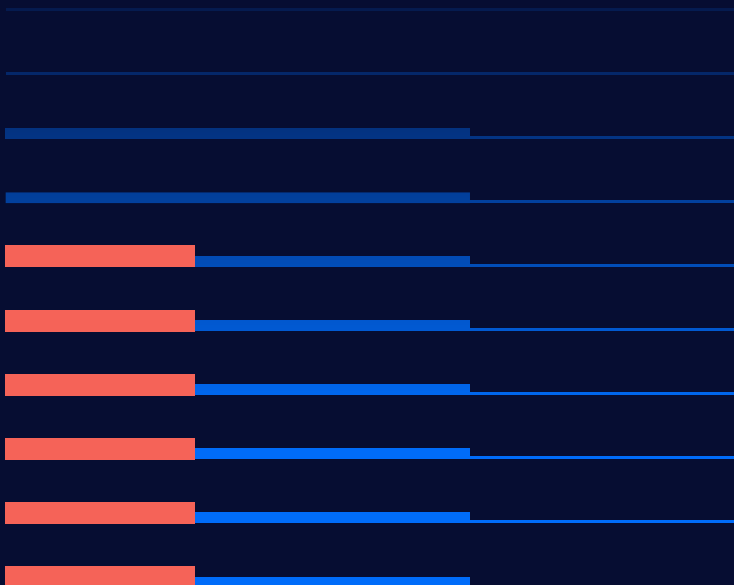
We remain deeply committed to ensuring everyone at G+T, regardless of the nature of their disability, has the support and opportunities they need to succeed.

I look forward to us building on our momentum and making G+T more inclusive for people with disability.



Sam Nickless

Chief Executive Officer (CEO)
Gilbert + Tobin



Message from Darren Fittler, Partner and Senior Disability Champion

Australia is a diverse place with a wide variety of lived experiences. Some of these lived experiences arise from a person's impairment. Sometimes environmental, technological and attitudinal barriers faced by a person with impairment prevents or limits their ability to demonstrate and reach their full potential.

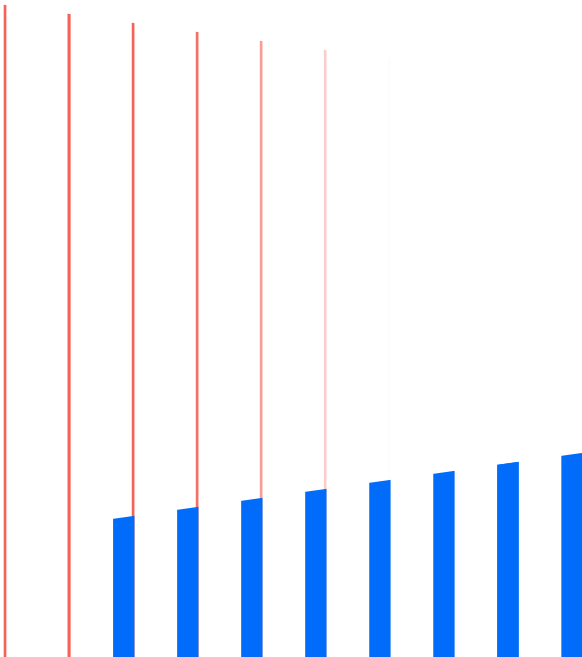
As human beings we all have an impairment of one kind or another (and almost certainly more than one). The question of whether the impairment (or combination of impairments) becomes an issue depends on many factors, including the severity of the impairment, the situation in question, how experienced the person is in dealing with the impairment and the environmental, technological and attitudinal barriers in the way at the relevant time. Our job is to design, with purpose and focused intention, a workplace which is universally inclusive of all people (including those who would otherwise be disabled by our facilities and practices). Acknowledging full inclusion through universal design is a long term and progressive goal, we must also do what we can to adjust for particular needs and do so willingly and quickly.

Our Disability Inclusion and Access Plan is a key component to our commitment to identifying, addressing and removing disabling barriers. It provides a detailed roadmap for improvement, allows us to identify and celebrate successes and keeps us accountable. We must embrace diverse experiences, skills and knowledge and in doing so must not forget disability.

Whether a person's impairment becomes 'disabling' is, in many ways, up to all of us – individually and collectively. Gilbert + Tobin embraces and celebrates lived experience arising from impairment and is committed to removing barriers to inclusion and belonging which many people with impairment face. We invite you to join us. We are Gilbert + Tobin. We are inclusive by design.



Darren Fittler
Partner and Senior Disability Champion
Gilbert + Tobin



Our commitment to Diversity and Inclusion

Gilbert + Tobin's commitment to diversity and inclusion has always been an integral part of our culture. We are dedicated to providing and maintaining a diverse and inclusive environment and a culture which fosters and celebrates difference.

For G+T it is about diversity of thought and bringing people's life experience into the mix and making sure we are as diverse as the Australian community. We believe being diverse and inclusive improves innovation, attracts talent, delivers better results for clients and our people, and enables us to live our values.

Our Diversity Council leads this effort, supported by dedicated focus areas, including Disability and Accessibility, Cultural and Social Inclusion, First Nations, Gender and LGBTQ+. We are also proud to collaborate for equality as a founding signatory to the Law Council of Australia's Equitable Briefing Policy, as a major partner of Diversity Council Australia, and as a recognised Diversity Council Australia Inclusive Employer.

Our commitment to Disability and Accessibility

Gilbert + Tobin recognises the importance of engaging people with disability in an ethical, dignified and inclusive manner. We are committed to removing barriers to inclusion among our people and our clients. People with disability are one of the most disadvantaged and marginalised groups in our society and are vastly under-represented in the workforce. By excluding people with disability from our workforces we are missing out on their valuable societal and economic contributions.

According to Australian Bureau of Statistics (ABS) 2022 census data, 5.5 million Australians live with disability, 2.7 million of which are of working age. People with disability often face discrimination and barriers both in obtaining work and within the workplace.

5.5M

People with disability (21.4% of 2022 population)

3M

Carers (11.9% of 2022 population)

42.9%

of people (16-85 years) have experienced mental illness in their lives (2020-2022)

60%

of people with disability have non-visible disability, further 25% have visible and non-visible (2023)

It is important for us to understand the profile of the Australian population along with our own internal firm profile so we can strive to better reflect the true make up of our society in our workplace. In our 2023 Employee Engagement Survey, 9% of our people shared they have a disability. We aim to promote a culture of psychological safety where our people feel empowered to share this information with us so we can better understand and support them.

For the purpose of this Disability Inclusion and Access Plan (DIAP), the term "person with disability" is used to refer to all people with disability, health conditions and circumstances protected by the Disability Discrimination Act (DDA), even where the individual may not personally identify with the term "disability" or as being a person with disability. Disability covers a wide spectrum, including physical, intellectual, learning, neurological, physical difference, immunological, and sensory disabilities, as well as neurodivergence, chronic illness, and mental health conditions. G+T respects identity and language preferences are often personal and are influenced by a person's own views and lived experience.

We acknowledge we have further work to do to address the needs of our people with disability. We are committed to creating a psychologically safe environment and through this plan we will improve our accessibility and disability confidence.

Our achievements

We are pleased with our achievements to date. In addition to being members of various external networks (i.e. [Australian Disability Network](#), [Diversity Council Australia](#), [The Valuable 500](#)) we have also participated in/implemented the following activities in recent years:



Partner and employee led Disability & Accessibility focus stream on our internal Diversity Council



Recruited dedicated DE&I and Wellbeing Consultant



Launched [Workplace Adjustment Policy](#)



Completed inaugural Australian Disability Network Access and Inclusion Index to help us benchmark our progress and understand opportunities for improvement



Partnered with [the Field.jobs](#), an online recruitment platform designed by and for people with disability



Participated in the Stepping Into Internship program and took part in the PACE mentoring program with Australian Disability Network



Hosted internal events including International Day of People with Disability and the ParaMatildas



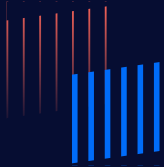
Raised awareness of significant disability dates including – Global Accessibility Awareness Day, World Hearing Day, STEPtember, Invisible Disabilities Week



Improved information relating to disability access to our Melbourne, Perth and Sydney offices

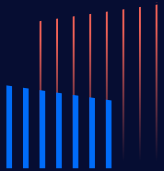
Our pillars

These pillars are key themes we are working towards over the next three years.



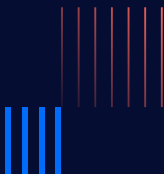
Our people

Our people with disability will be supported, feel a sense of belonging and have genuine aspirations for success and fulfilment throughout their employment journey.



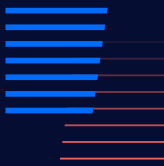
Our workplace

We will remove barriers within the workplace and empower our people with disability to thrive.



Our clients and community

We will strengthen our relationships with clients and community, partnering with them to progress disability inclusion.



Governance

We are committed to holding ourselves accountable in creating an accessible and inclusive workplace for all.



Our commitments

Pillar 1 – Our people

Our people with disability will be supported, feel a sense of belonging and have genuine aspirations for success and fulfilment throughout their employment journey.

Goal 1 Embed accessible and inclusive recruitment practices	Undertake a review of our end-to-end recruitment and onboarding processes to identify any unintended barriers for people with disability and take appropriate action	Q3 2025	Talent Acquisition / DE&I and Wellbeing
	Embed accessible and inclusive recruitment practices by providing Inclusive Recruitment training and resources to the Talent Acquisition team	Q4 2025	Talent Acquisition
	Work towards being accredited as a Disability Confident Recruiter with Australian Disability Network	Q4 2026	DE&I and Wellbeing / Talent Acquisition
	Continue to partner with external organisations to create targeted recruitment pathways for people with disability	Ongoing 2025-27	Talent Acquisition / DE&I and Wellbeing



Goal 2

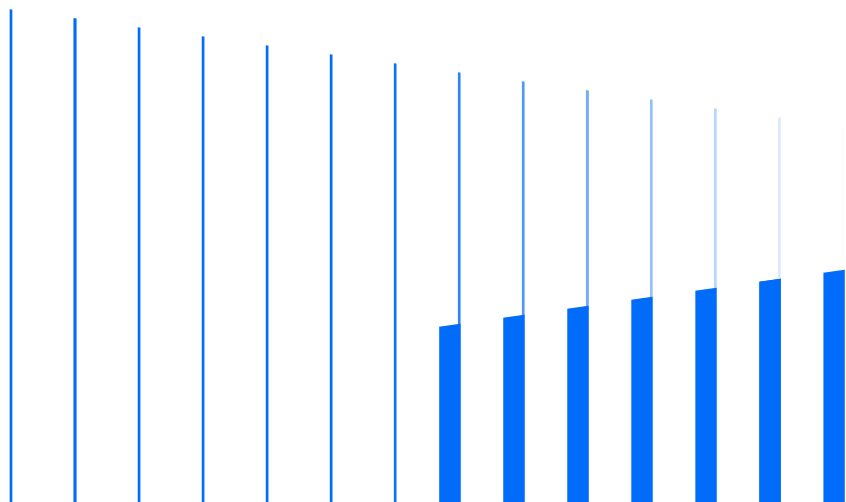
Career development opportunities and programs are inclusive and accessible for all

Include messaging in all invitations for learning opportunities asking our people whether they require an adjustment to participate and act to accommodate that adjustment	Q1 2025	Capability & Development / DE&I and Wellbeing
Increase awareness of accessibility, by providing our people and vendors with an accessibility checklist for all internal and external learning provider run sessions	Q1 2025	Capability & Development / DE&I and Wellbeing
Conduct a review of our internal learning platforms and content and delivery methods to determine accessibility and adopt recommendations to increase inclusivity for learning and development sessions	Q4 2025	Capability & Development

Goal 3

Maintain and support an effective workplace adjustments process

Centralise process for managing workplace adjustment requests, including feedback and data/information monitoring and report to the Board annually	Q2 2025 and annually	DE&I and Wellbeing
Develop guidelines and ensure all candidates are asked whether they require adjustments to participate at every stage of the recruitment and onboarding process	Q2 2025 and ongoing	DE&I and Wellbeing / Talent Acquisition
Maintain a database of requested workplace adjustments to assist in the development and review of best practice processes and initiatives	Q2 2025 and ongoing	DE&I and Wellbeing
Actively promote our Workplace Adjustments Policy and Procedure firmwide	Ongoing 2025-27	DE&I and Wellbeing



Goal 4

Consult our people with disability on decisions affecting them

Continue to promote opportunity to be involved in the Diversity Council's Disability & Accessibility focus stream for people with disability, allies and carers, inviting our people to participate in the development and review of relevant strategies, policies, processes and activities	Q1 2025 and ongoing	DE&I and Wellbeing
Consider establishing a Disability Employee Network (DEN) for our people with disability and build consultation with this group into the development and review of relevant strategies, policies, processes and activities	Q2 2025	DE&I and Wellbeing
Develop a feedback mechanism and/or a process which is promoted firmwide for inviting feedback from all our people with disability	Q3 2025	DE&I and Wellbeing
Implement a confidential mechanism for collating metrics for our people with disability so we may better support them	Q4 2025 and ongoing	DE&I and Wellbeing

Goal 5

Increase disability confidence, awareness and education firmwide

Create a centralised DE&I and Wellbeing Resource Hub available to all our people, to share information and resources and to raise awareness around various disability and accessibility initiatives	Q2 2025	DE&I and Wellbeing
Regularly communicate G+T's commitment to disability, accessibility and inclusion and the initiatives G+T are working on through firmwide communications	Ongoing 2025-27	DE&I and Wellbeing
Continue to provide disability awareness, accessibility and inclusion learning for our people as part of the induction and onboarding process	Ongoing 2025-27	DE&I and Wellbeing / Capability & Development
Provide resources and ongoing learning for our partners and people including but not limited to disability confidence, neurodivergence and mental health	Ongoing 2025-27	DE&I and Wellbeing / Capability & Development

Pillar 2 – Our workplace

We will remove barriers within the workplace and empower our people with disability to thrive.

Goal 1

G+T premises are accessible and inclusive

Seek feedback from our people with disability about accessibility barriers to consider at the design stage for all fit-outs and new premises, and use to inform decisions and practices, particularly in relation to G+T’s move to new Sydney premises	Q1 2025 and annually	Facilities / DE&I and Wellbeing
Review our internal premises and procedures when hosting meetings and events to make sure accessibility options are provided and ensure our people, clients and visitors are asked if they have any accessibility requirements	Q2 2025 and ongoing	Facilities / DE&I and Wellbeing
Review our emergency and evacuation procedures and engage with stakeholders to incorporate best practice standards of accessibility; and regularly promote the availability of Personal Emergency Evacuation Plan (PEEPs) through firmwide communications	Q2 2025 and ongoing	Facilities / DE&I and Wellbeing
Implement a process for regularly reviewing premises to ensure they are in line with the latest access standards and technology	Q4 2025 and annually	Facilities
Develop a Dignified Access Checklist and process for ensuring all existing and new premises are accessible and compliant with current standards	Q1 2026	Facilities



Goal 2

We will enhance our procurement policies and practices

Review our existing policies and procedures to embed accessibility requirements / checklists in the products and services we procure as part of the supplier tender and procurement process	Q2 2025	Procurement
Develop processes across all procurement categories to ensure accessibility is a key consideration when selecting suppliers and partners	Q4 2025	Procurement / DE&I and Wellbeing
Develop annual process for reviewing procured products and services to ensure they are in line with the latest access standards, technology and legislation	Q1 2026 and annually	Procurement

Goal 3

G+T is digitally accessible

Ensure tools we design are accessible including but not limited to Smart Counsel, Gilbot and Word plug-ins	Ongoing 2025-27	Legal Service Innovation / Information Technology
Complete an accessibility audit of technology, equipment, systems and platforms and determine compliance with WCAG 2.2 AA standards	Q1 2026	Information Technology
Identify gaps and areas for improvement, and develop processes to uplift technology, equipment, systems and platforms to the latest WCAG standards based on the audit findings	Q4 2026	Information Technology
Develop guidelines and ensure consultation and user testing with people with disability takes place at the design stage when purchasing or upgrading digital technology (as appropriate)	Q1 2027	Information Technology
Review digital technology standards and guidelines annually to ensure G+T technology, equipment, systems and platforms are in line with the latest WCAG standards	Annually 2025-27	Information Technology



Goal 4

Develop an Accessibility Checklist for all meetings and events and make available on centralised DE&I and Wellbeing Resource Hub

Q2 2025

DE&I and Wellbeing / Communications

Our internal communications materials and content are accessible

Complete accessibility review of internal communications materials and content and make appropriate changes

Q4 2025

Communications

Develop guidelines to include a commitment for all internal communications materials and content to be accessible and embedded as standard practice, ensuring consultation and user testing with people with disability at the design stage

Q2 2026

Communications

Regularly review internal communications material and content for accessibility

Annually 2025-27

Communications

Goal 5

Identify options for procuring accessible library resources externally where possible

Q2 2025

Library

Research materials are accessible

Develop an accessible process for accessing internal research resources and materials

Q4 2025

Library / Knowledge & Practice Innovation



Pillar 3 – Our clients and community

We will strengthen our relationships with clients and community, partnering with them to progress disability inclusion.

Goal 1 Collaboration and partnerships with clients to advocate for inclusion	Develop guidelines to support our people in client facing roles to communicate with and respond to the needs of clients and visitors with disability when providing legal and other business services	Q3 2025	DE&I and Wellbeing / Design
	Promote availability of accessibility options to our clients and visitors when attending client meetings and events	Q3 2025	DE&I and Wellbeing / Operations and Support
	Advocate for accessibility and disability inclusion, demonstrating our commitment and showcasing our initiatives by completing client surveys and sharing resources with clients	Ongoing 2025-27	DE&I and Wellbeing

Goal 2

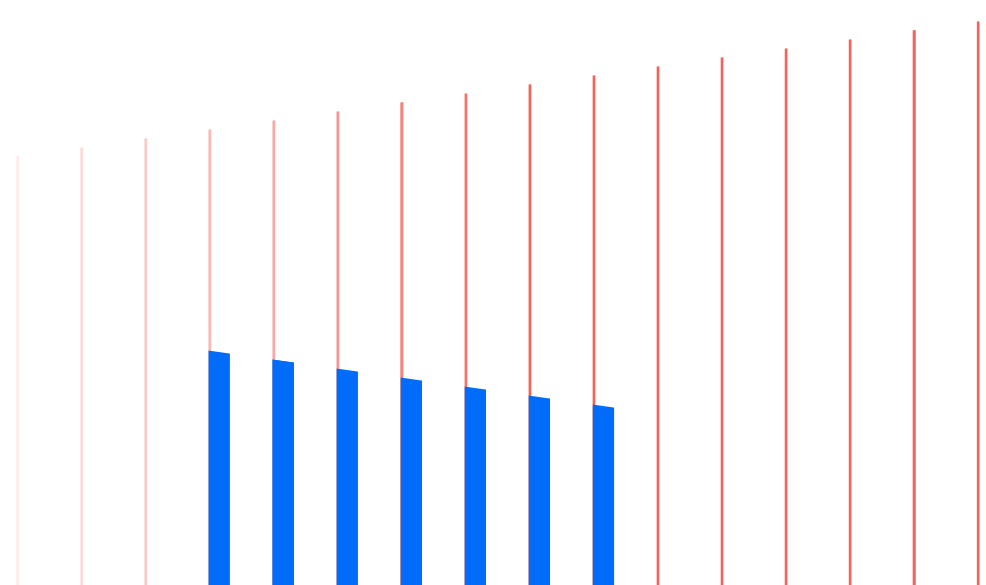
Collaboration and partnerships with community to advocate for inclusion

Continue to collaborate and strengthen relationships with our external stakeholders (Australian Disability Network, Diversity Council Australia, The Valuable 500, The Field) to leverage their expertise and resources, and scope out and partner with additional stakeholders where there is a gap	Ongoing 2025-27	DE&I and Wellbeing
Partner with disability organisations to provide opportunities for our people to be involved in volunteering and fundraising activities and continue to raise awareness and progress accessibility and disability inclusion	Ongoing 2025-27	Pro Bono / DE&I and Wellbeing
Remain informed of current trends and ensure we are meeting industry benchmarks and maintaining best practice	Ongoing 2025-27	DE&I and Wellbeing

Goal 3

Our marketing and communications are accessible

Review key existing marketing and communications materials and content to identify accessibility barriers and explore solutions in direct consultation with stakeholders with disability	Q4 2025	Design
Provide role specific training and resources to the Marketing team on creating accessible content	Q4 2025	Design and Communications
Develop Accessibility Style Guide / Checklist to ensure accessibility of all materials and content is embedded as standard practice	Q1 2026	Design



Pillar 4 – Governance

We are committed to holding ourselves accountable in creating an accessible and inclusive workplace for all.

Goal 1 Inclusive development	Create a consultation forum with key stakeholders across G+T for the review and delivery of the DIAP actions to ensure the plan addresses real needs and challenges	Q1 2025	DE&I and Wellbeing
	Through our DEN, we will establish a consultation forum with our people with disability to ensure they are consulted on decisions impacting them	Q2 2025 and biannually	DE&I and Wellbeing
Goal 2 Leadership and Accountability	Establish and maintain a governance structure (key stakeholders from all core business areas) to be champions for accessibility, empower and drive change and oversee implementation and progress of DIAP	Q1 2025 and biannually	DE&I and Wellbeing / Key Stakeholders
	Increase the number of people with disability in G+T senior roles including on the Board and Committees, People Leaders and Partners	Ongoing 2025-27	Chief Executive Officer / Chief People Officer
	Increase the number of people sharing they have a disability (as reported in our annual employee engagement survey), with a year-on-year increase from 9% to 15%	Ongoing 2025-27	DE&I and Wellbeing
Goal 3 Regular monitoring and reporting of achievements and learnings	Track and measure commitments, and monitor and review the DIAP's progress	Biannually 2025-27	DE&I and Wellbeing
	Report progress, achievements and learnings to the Diversity Council and key stakeholders	Biannually 2025-27	Senior Disability Champion / DE&I and Wellbeing
	CEO and CPO will have accountability for reporting on progress of the DIAP to the People Leaders biannually and Board annually	Biannually 2025-27 Annually 2025-27	Chief Executive Officer / Chief People Officer
	Communicate achievements, learnings and progress of the DIAP firmwide via internal mediums	Biannually 2025-27	DE&I and Wellbeing

Goal 4

Continuous improvement - embedding accessibility and inclusion

Collect information respectfully from our people with disability to inform best practice accessible and inclusive support and processes	Ongoing 2025-27	DE&I and Wellbeing
Support our people throughout their employment journey with information and education on disability and accessibility initiatives including the availability of workplace adjustments	Ongoing 2025-27	DE&I and Wellbeing / Capability & Development
Provide support, education and information to leaders to ensure they are confident to address accessibility and disability inclusion barriers for their employees	Ongoing 2025-27	DE&I and Wellbeing / Capability & Development
Regularly participate in the Australian Disability Network's Access and Inclusion Index for assessment and benchmarking of G+T's disability confidence and capability, together with Diversity Council Australia's Inclusive Employer Index to measure diversity and inclusion and benchmark our progress	Triennially and biannually 2025-27	DE&I and Wellbeing



Message from Australian Disability Network

It is a delight to congratulate Gilbert + Tobin on the renewal of their Disability Inclusion and Access Plan 2025 – 2027. This is a plan that has thoroughly considered all aspects of its operations, people and service delivery to strategically remove barriers for people with disability and those with circumstances protected by the Disability Discrimination Act 1992.

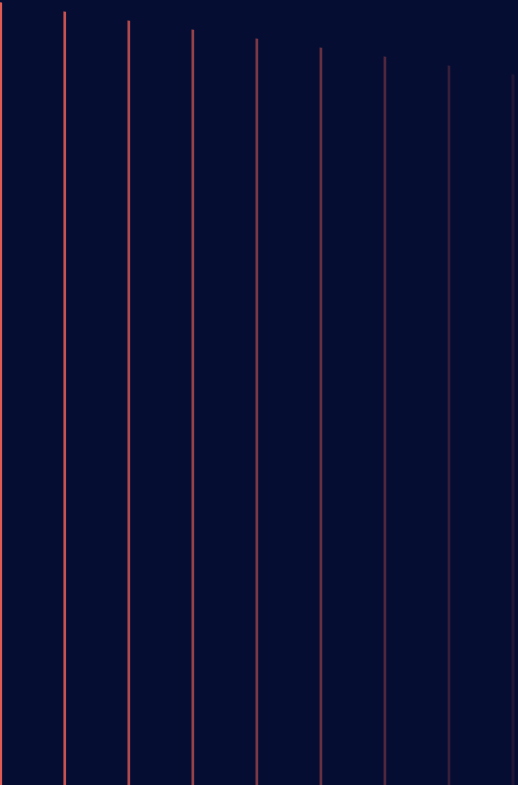
The project team has adopted learnings through their engagement with Australian Disability Network to put forward key actions that will help the firm achieve disability confidence and welcome candidates, employees and clients with lived experience. I commend their hard work and can see the effort that has gone into this. I want to particularly call out the actions for accessible and inclusive technology, procurement, client service delivery, and communications and marketing. Providing accessible products, services and content benefits not only the 5.5 million people in Australia with disability but creates a better user experience for everyone.

Gilbert + Tobin has had a longstanding partnership with Australian Disability Network, becoming members in 2018, to join over 460 other organisations to build a disability confident Australia. During that time, the firm has worked hard and engaged in a variety of initiatives such as participating in our Access & Inclusion Index to benchmark their progress, developing a workplace adjustment policy and process to support candidates and employees with disability, and, participating in our Stepping Into internship program to name a few.

Through a firmwide commitment to the goals and actions of this plan, I believe that Gilbert + Tobin will take great strides forward on their access and inclusion journey. It is with this vision that we continue together on our work towards removing barriers to employment and career development for people with disability. Australian Disability Network endorses this plan and wishes Gilbert + Tobin every success in bringing it to life.



Corene Strauss
Chief Executive Officer
Australian Disability Network



Contact us

Diversity, Equity & Inclusion and Wellbeing

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