



2013 DIVERSITY PROFILE  
OF THE COMMUNITY  
REGULATED BY THE  
COUNCIL FOR LICENSED CONVEYANCERS

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## 2013 Diversity Profile of the community regulated by the CLC

The LSB requires regulated entities to survey and report periodically the diversity profile of their employees. In 2013 the CLC facilitated the survey across the 220+ entities that it regulates.

The profession-wide data published here on the basis of that survey will be used to help identify any potential access or progression barriers arising from our education or regulatory arrangements and to consider how to address them.

The CLC has provided firms with their own individual reports based on data supplied by individuals working in each firm. Those reports have been provided in a form ready for publication to meet the LSB's requirements of regulated entities. Firms should use those reports to identify any disparities in participation by different groups, which might indicate they are failing to secure talent from the widest possible pool.

### Key findings

The findings in this report are based on information provided by both lawyers and non-lawyers working in entities regulated by the CLC. We'll look now at some of the key characteristics of the sector.

- **An accessible profession:** more than two-thirds of respondents had either not attended university (41.9%) or were the first in their family to do so (27.1%).
- **The workforce is predominantly female but this is not reflected in progress to managerial roles or in the proportion of shareholders:** two-thirds (69.4%) of individuals engaged in CLC practices are women (27% male, 3.4% prefer not to say). Although more than half of all managers are women, only 4.5% of all women are managers, compared to 9.2% of all men. 18.6% of men declare a share in the organisation, only 7.4% of women declare the same. Those with child care responsibilities are even less likely to be managers – 5.2%.
- **The workforce is comparatively young:** 33.6% are aged 25-34 years (compared to 19% in the population as a whole) and 21.8% are 35-44 years (against a national average of 20%) whilst the 55 years+ group is below national average. **Black and minority ethnic people (BaME) are slightly under-participating in the workforce:** 83.7% of respondents declared themselves to be White British compared to 81% of the population as a whole; some BaME groups appear under-represented.

Where the responses against characteristics are sufficient to break down the dataset into managerial levels and job roles, we have done so. Unless otherwise stated below the graph, the breakdown is based upon 1374 responses. Where an individual chose not to answer a question their non-response has been included in the 'Prefer Not to Say' category.

The detailed findings will inform our direction of travel on equality and diversity in the regulated community and help determine any diversity communications, research, training or other initiatives, needed as a result. There are more details on page 28.

**Participation**

- 1,374 individuals took part in the exercise (2,480 persons were declared in the Annual Regulatory Return as working in the entities regulated by the CLC, indicating a 55.4% response rate overall)
- Of the 220+ entities regulated by the CLC, no data was received in respect of 52 firms, all of them small
- Those firms for which no responses were received were required to certify that their workforce had been given the opportunity to participate in the exercise
- Around a tenth of participants chose not to answer the questions relating to sexual orientation, religion/faith, and university
- This is the first diversity profiling exercise on this broad a scale undertaken by the CLC. This, and the double-layering (i.e. in some questions, respondents can choose more than one category), may mean that some of the results may need to be viewed with caution.

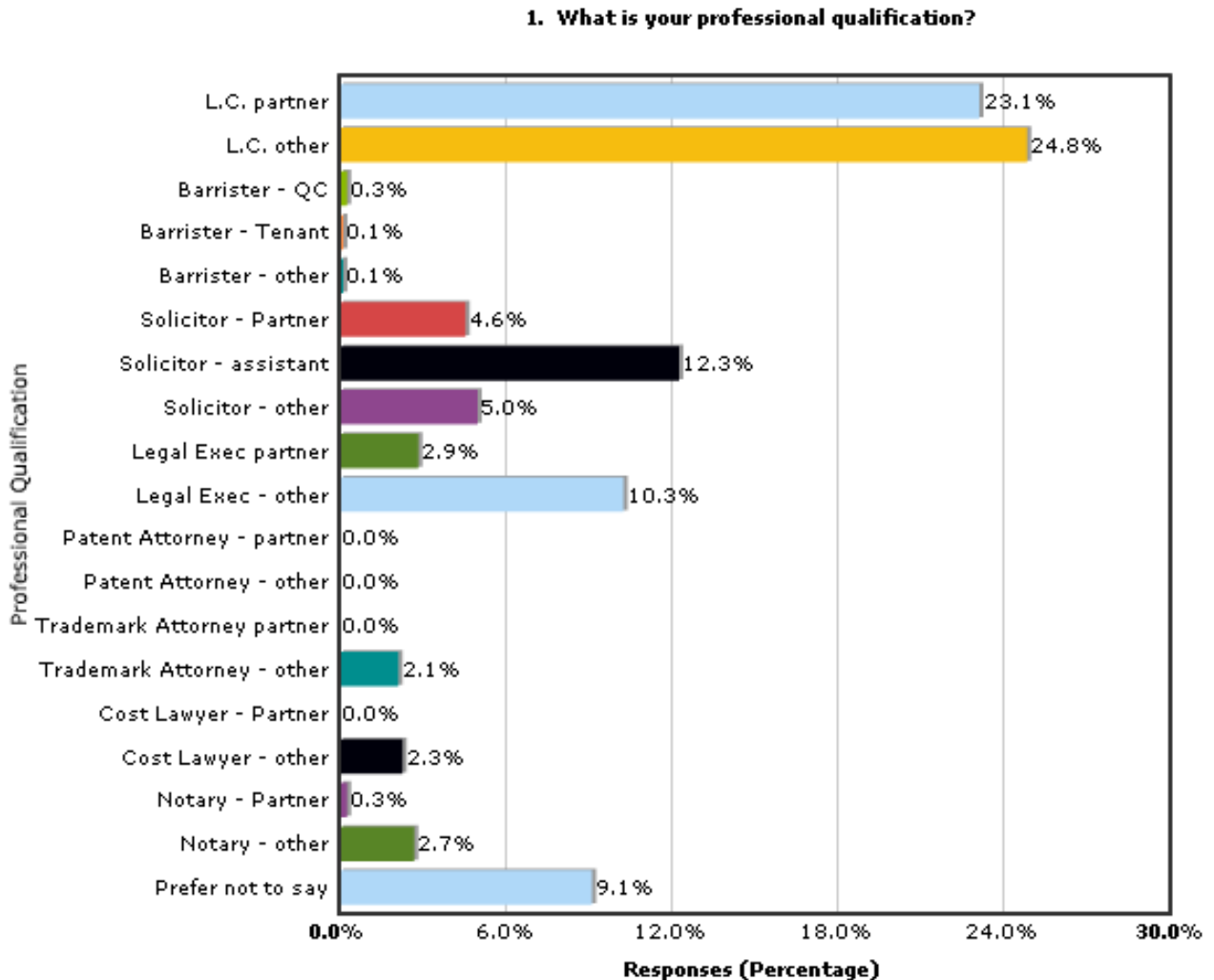
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## Diversity Profile of CLC Regulated Entities

### 1a. Professional qualification

39% of respondents declared a professional qualification, of which just under half (47.9%) are licensed conveyancers. Just over a fifth (21.9%) are solicitors and 13.2% Legal Executives. A total of 7.9% declared other qualifications and 9.1% prefer not to say.

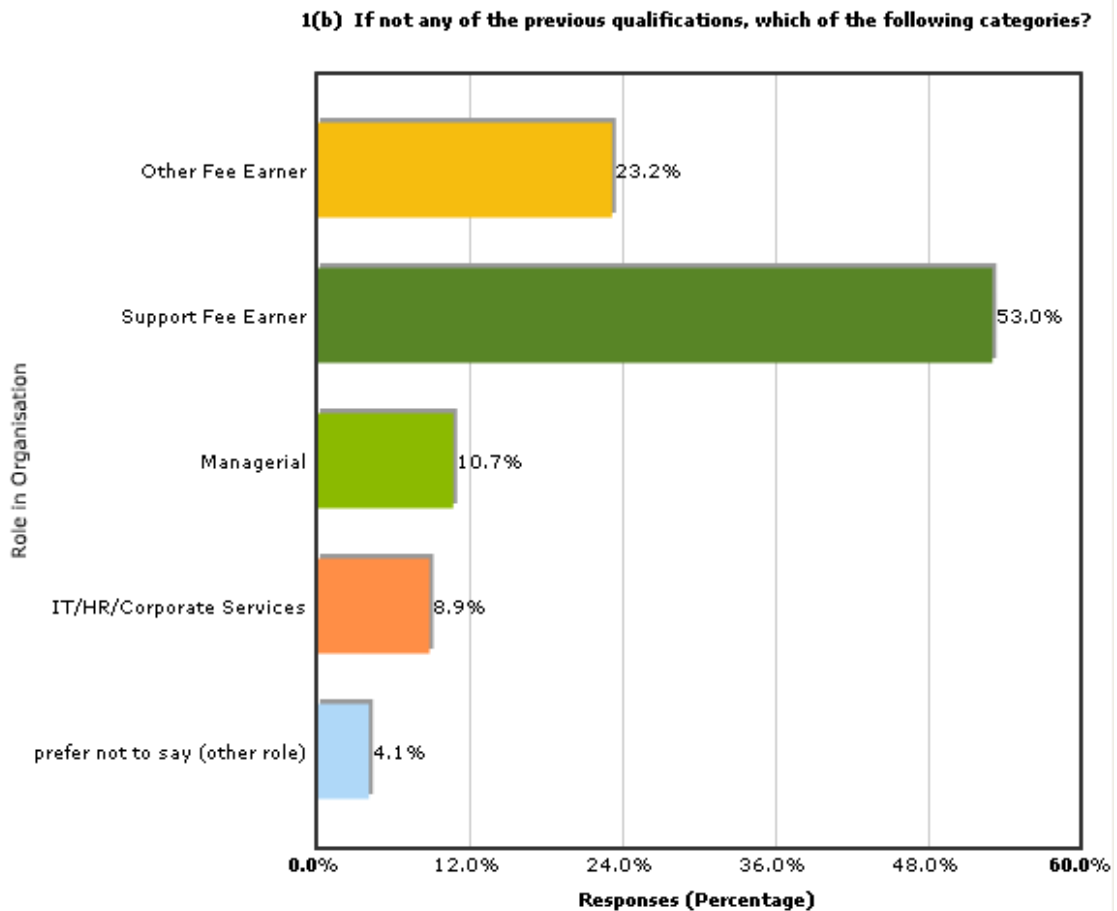
In some areas the data should be approached with caution as there are qualifications declared which we might not be expected in CLC practices (though of course an individual may have more than one legal qualification).



*Based upon 533 respondents giving 742 responses (respondents may have ticked more than one box)*

### 1b. Role in entity

Some individuals answered both parts of question 1, rather than one or the other. Of those who declared a role (64.6% of respondents), the majority are supporting, or other, fee earners (76.2%), just over a tenth (10.7%) are managers while just under a tenth (8.9%) are in an IT, HR or Corporate Services role.

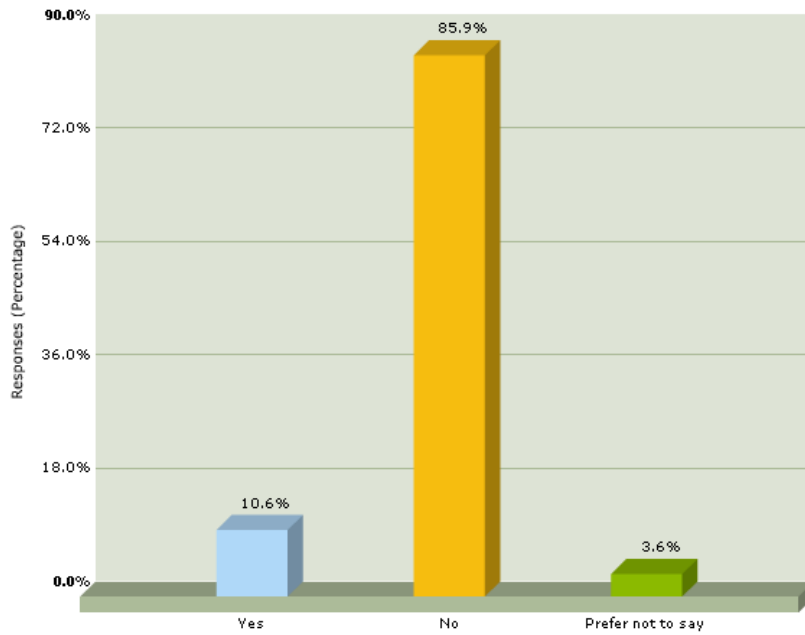


*Based upon 887 respondents giving 922 responses (respondents may have ticked more than one box)*

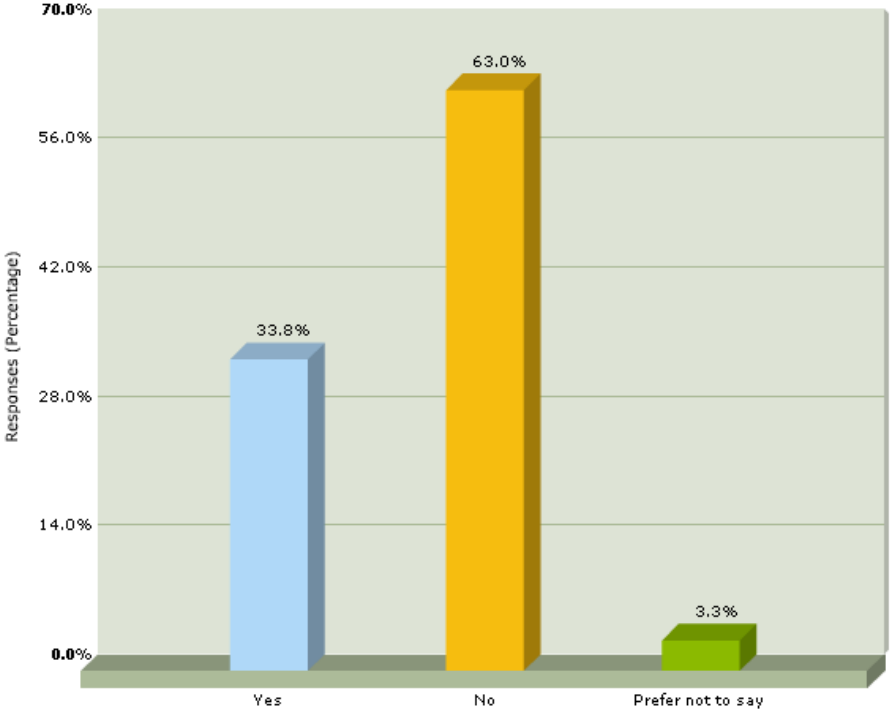
## 2a. Governance

A tenth (10.6%) of respondents have a shareholding in their organisation whilst 85.9% of respondents do not (3.6% preferred not to say). A third (33.8%) of respondents declared a supervisory or management role.

### 2(a). Do you have a share in the organisation?

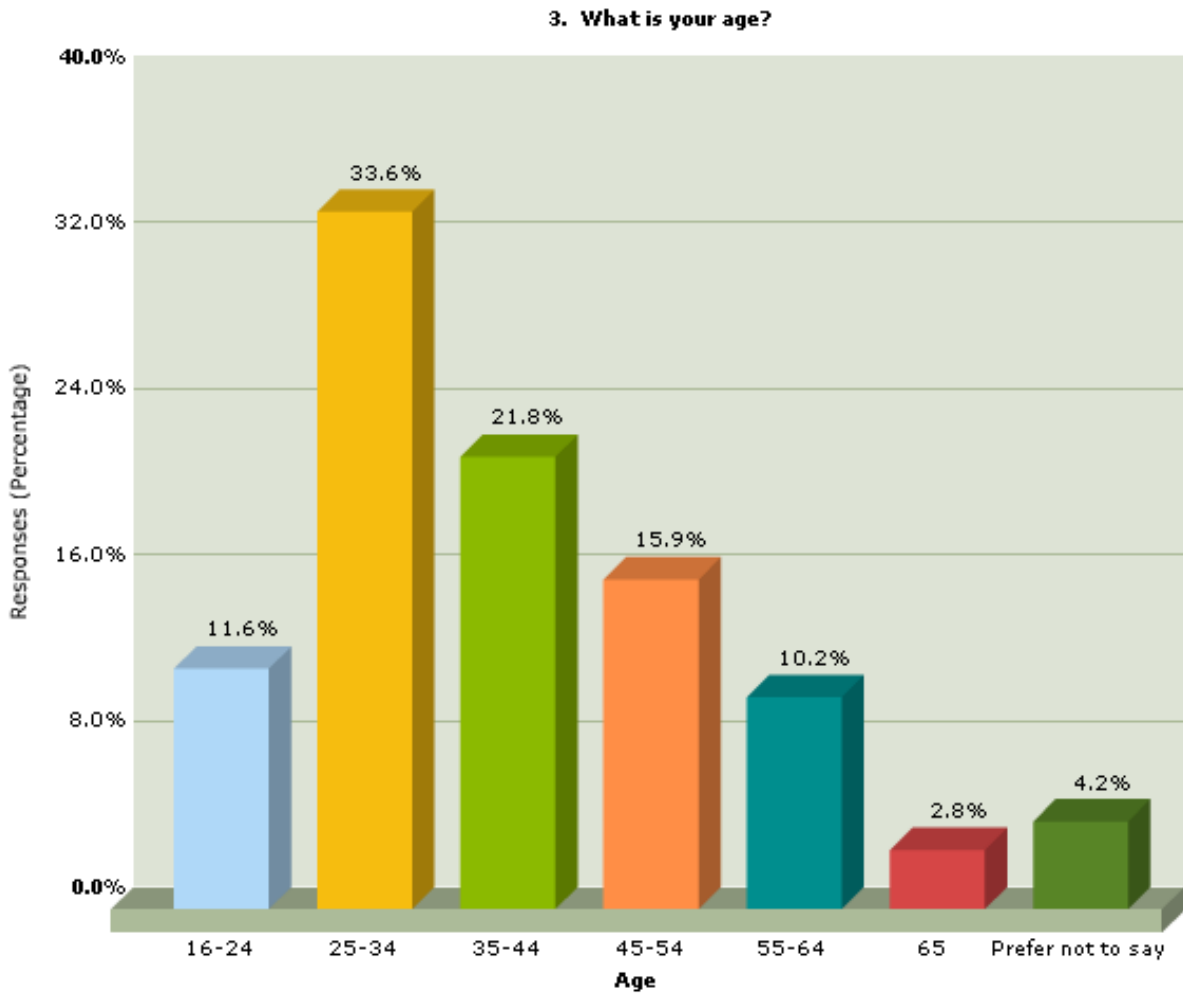


**2(b) Do you have responsibility for supervising or managing the work of lawyers or other employees?**



### 3. Age

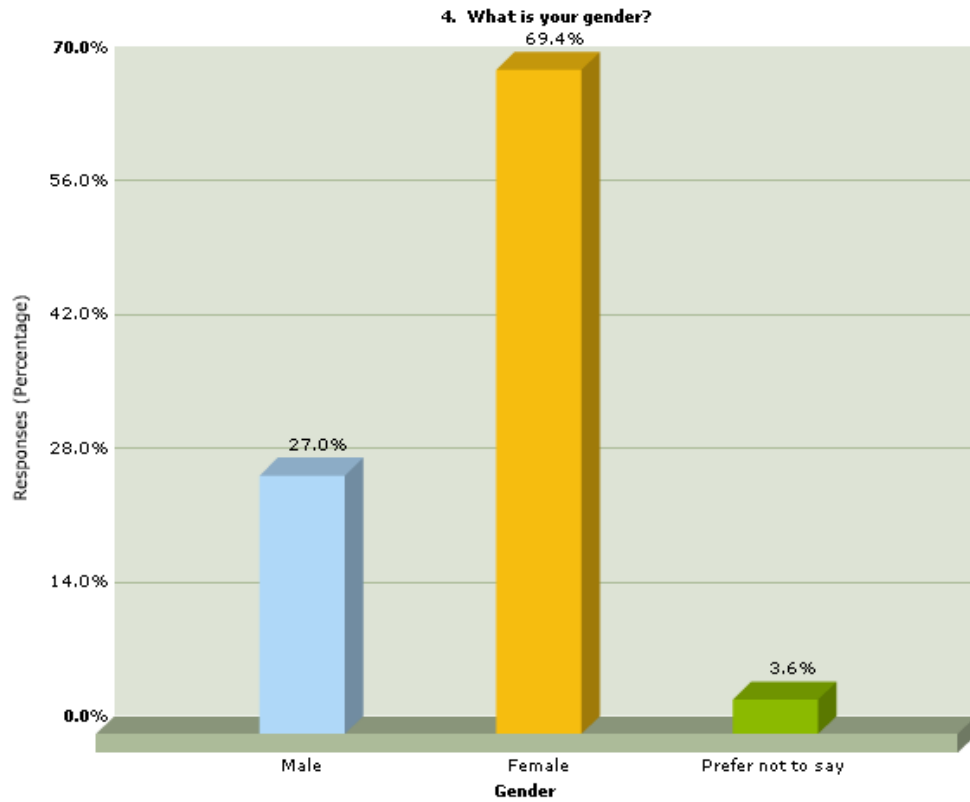
A third (33.6%) of the workforce is aged 25-34 years and over a fifth aged 35-44 (21.8%). A small proportion (2.8%) are aged 65 years or over.



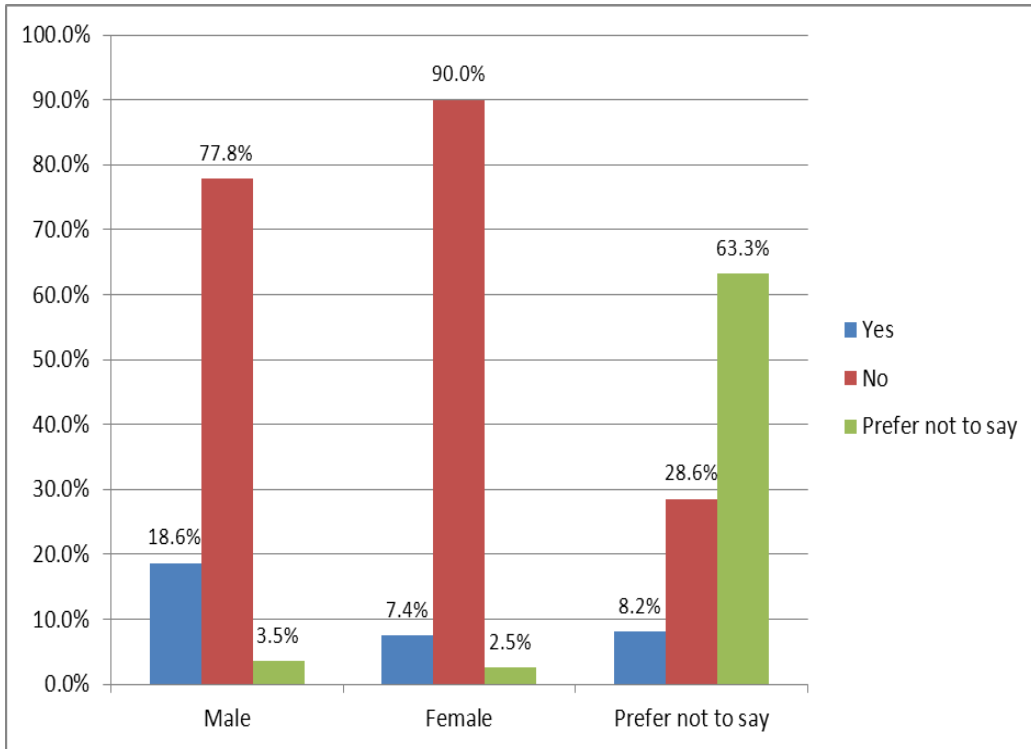


#### 4. Gender

Over two-thirds (69.4%) of the workforce is female.



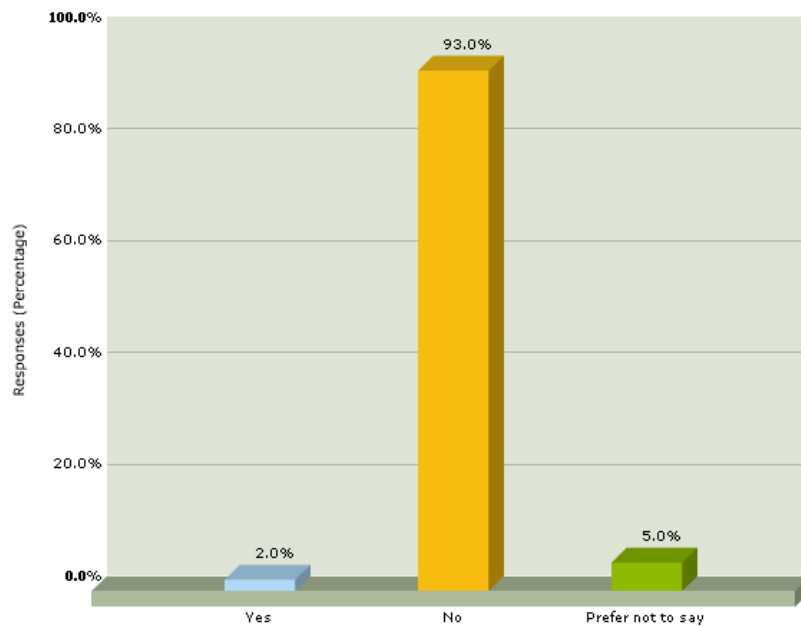
18.6% of men declare a share in the ownership of the organisation (e.g. equity partner, shareholder), whilst only 7.4% of women declare the same.



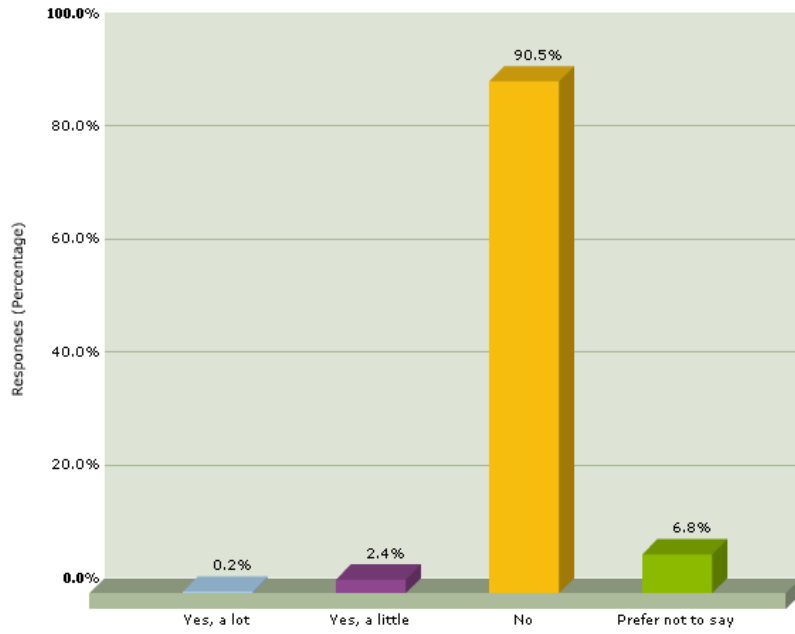
### 5a. & b. Disability/health

Slightly more than nine-tenths (93%) consider themselves to not have a disability, whilst marginally less (90.5%) do not consider their day-to-day activities to be limited by a health problem. The percentage of respondents (2%) declaring a disability is rather lower than the nearly 6% of adults of working age identified as have a disability by DWP. It is not uncommon for employees to under-report disability in surveys such as this out of fear of how they may be treated and how their career could be affected. It is to be hoped that reporting will improve as the regulated community becomes more familiar with the exercise and gains confidence that the information they provide is indeed treated anonymously and with care.

**5(a). Diversity - Do you consider yourself to have a disability?**



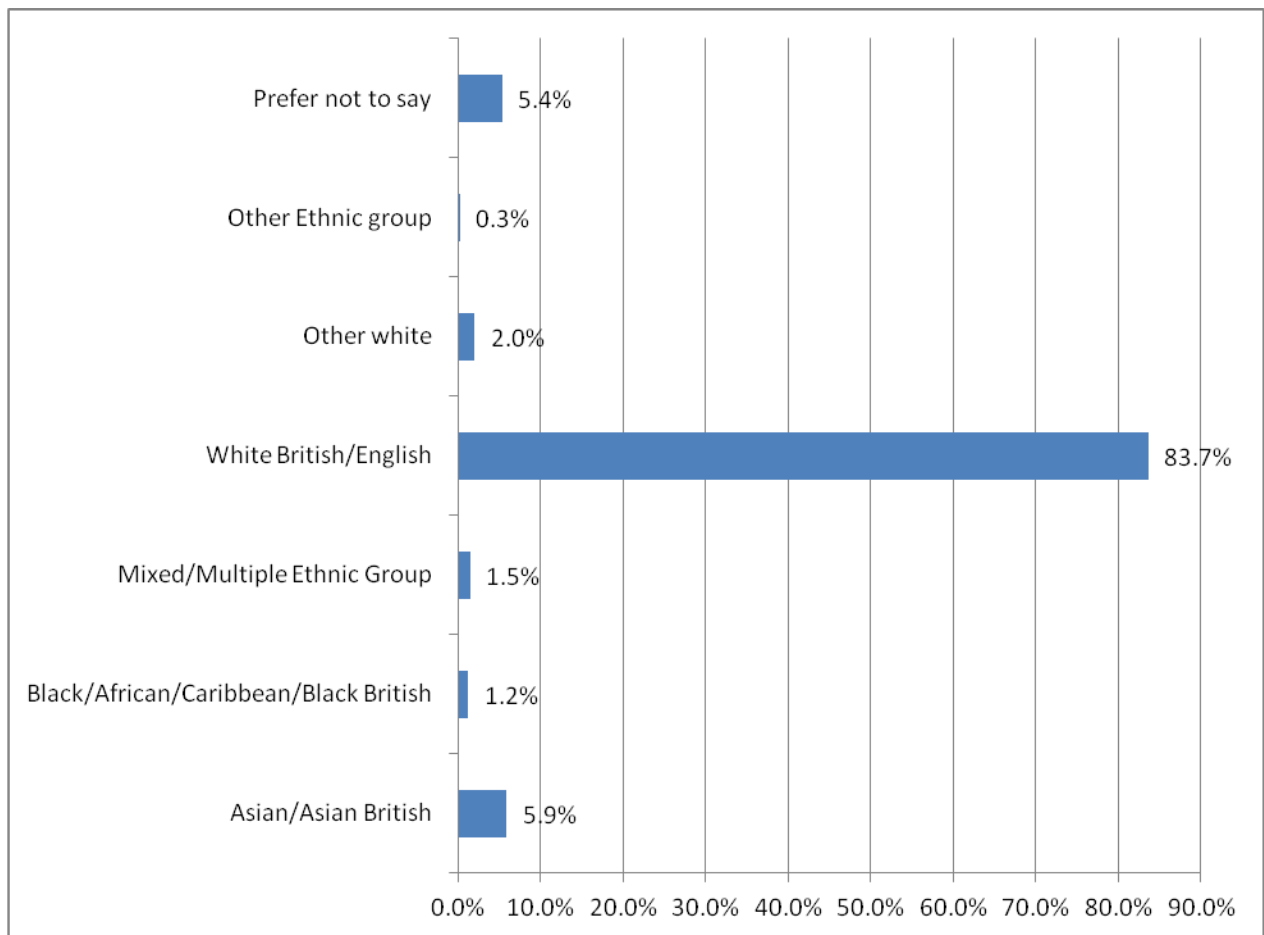
**5(b) Diversity - Are your day to day activities limited because of a health problem?**



## 6. Ethnicity

5.4% preferred not to state their ethnicity; four-fifths (83.7%) of respondents identified as White British and a tenth (10.9%) declared other ethnic groups, the largest of which was Asian/Asian British (5.9%), followed by Mixed/Multiple ethnic group (1.5%) and Black/African/Caribbean/Black British (1.2%). This compares to the ONS estimate of 12% for people with an ethnicity other than white in the entire population.

### 6. Diversity – What is your Ethnicity?



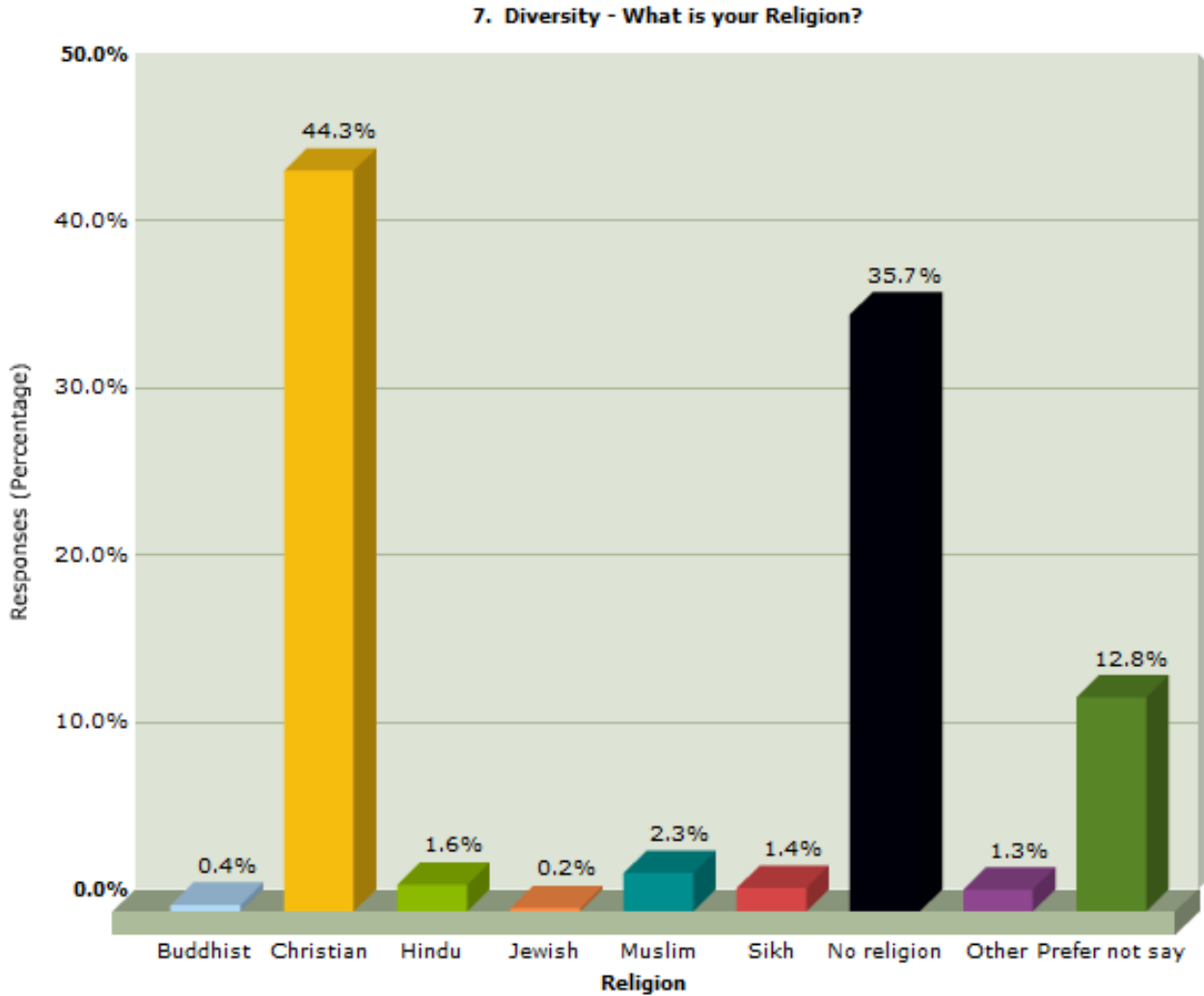
### Shareholding analysed by ethnicity:

The overwhelming majority of those declaring a share in the organisation are White British.

Ethnicity	% of Shareholding
White British	88.9%
Prefer Not to Say	6.3%
Asian/Asian British	2.1%
Other White	1.4%
Black/African/Caribbean/Black British	0.7%
Other Ethnicity	0.7%

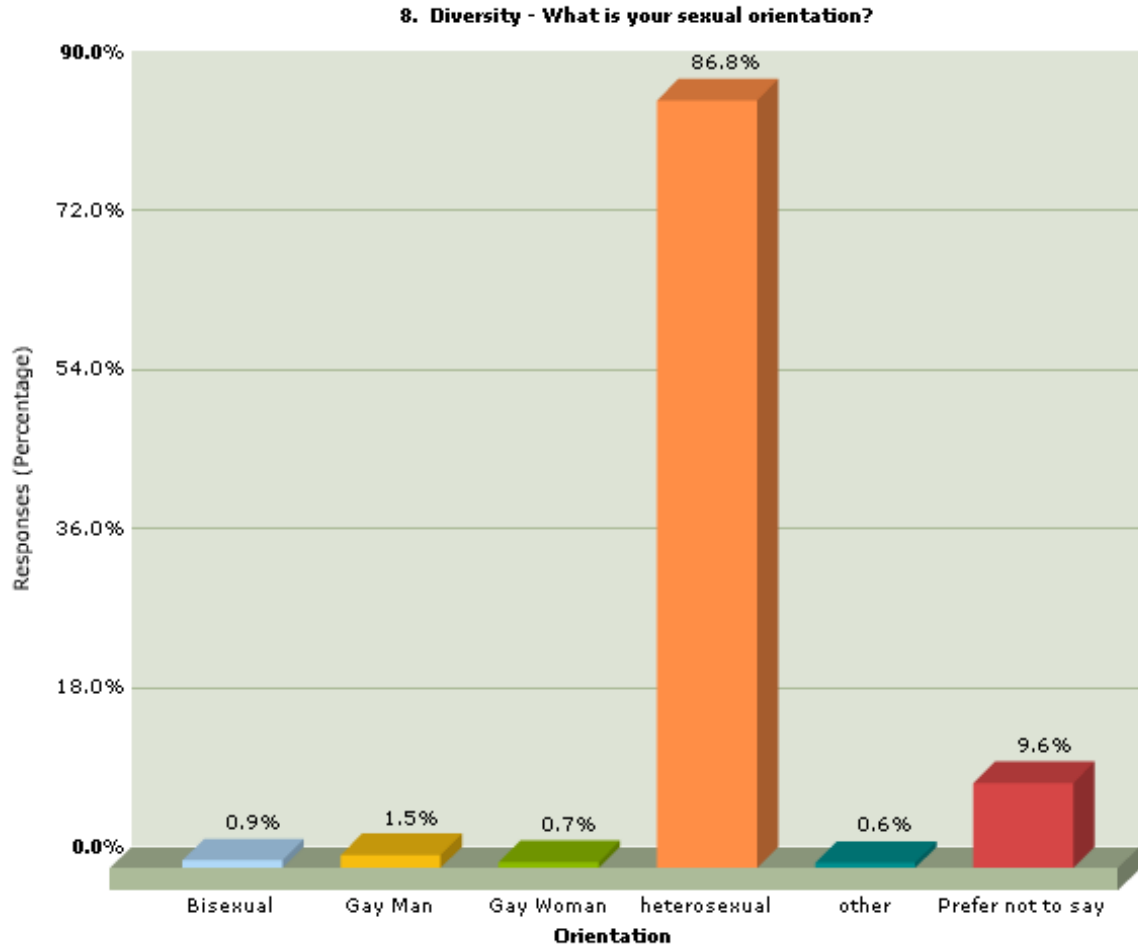
## 7. Religion or faith

Over a tenth (12.8%) of respondents preferred not to declare their religion or faith. Of those who did, more than two-fifths (44.3%) declared they were Christian and more than a third (35.7%) no religion. 7.2% of respondents declared another religion, the largest group of which was Muslim (2.3%).



## 8. Sexual orientation

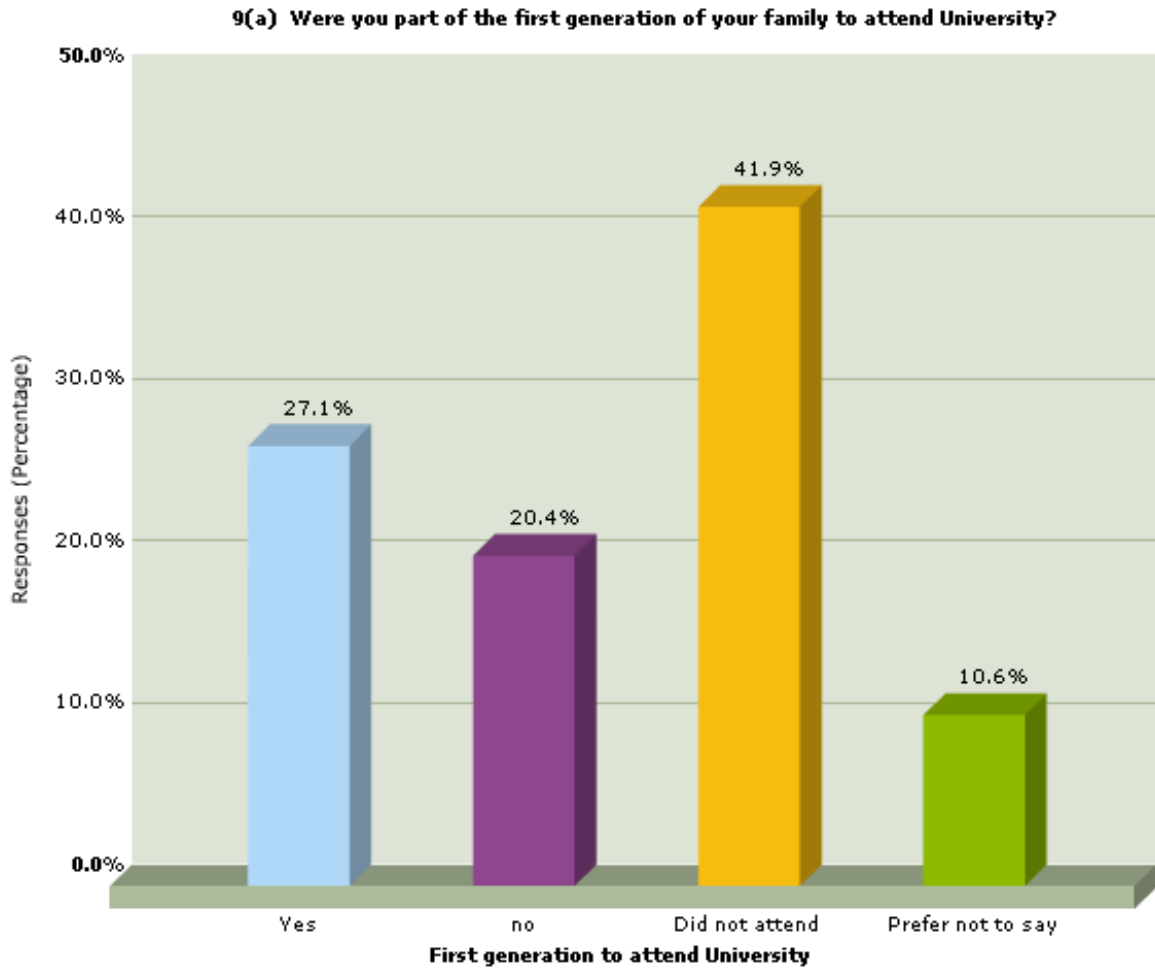
A tenth (9.6%) preferred not to declare this; of those who did, the overwhelming majority (86.8%) declared they were heterosexual, with 3.7% of respondents declaring a sexual orientation other than this. This is broadly in line with ONS estimates for the UK population, but short of the widely accepted 6% (the Treasury's working assumption).





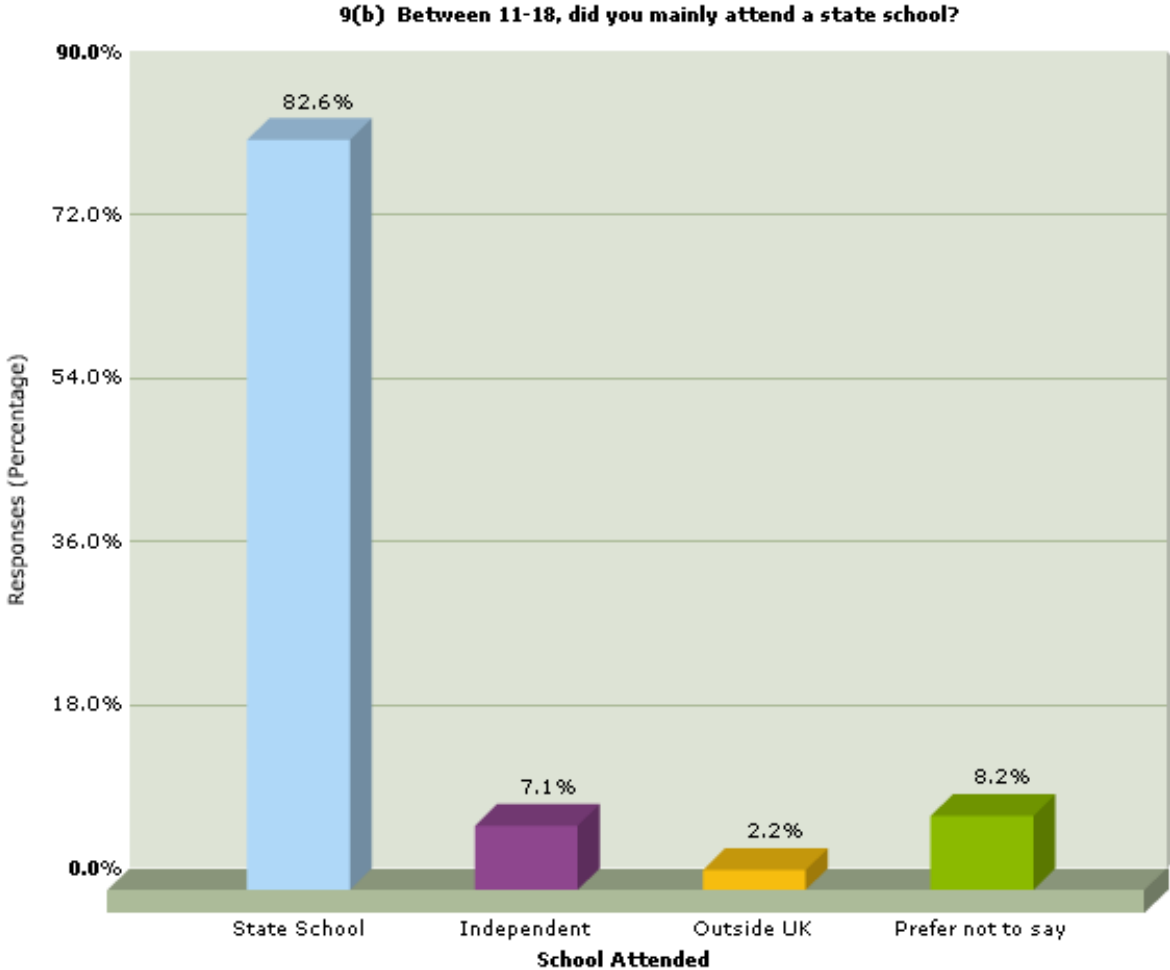
### 9a. University Education

More than a quarter (27.1%) were the first generation of their family to attend university; two-fifths (41.9%) did not attend and a fifth (20.4%) had attended, but were not the first in their family to do so. Over 10% of respondents preferred not to say. Estimates of how many people in the wider population have attended university range from 27% to 40%. So it seems fair to say that access to working in a CLC-regulated entity is comparatively open.



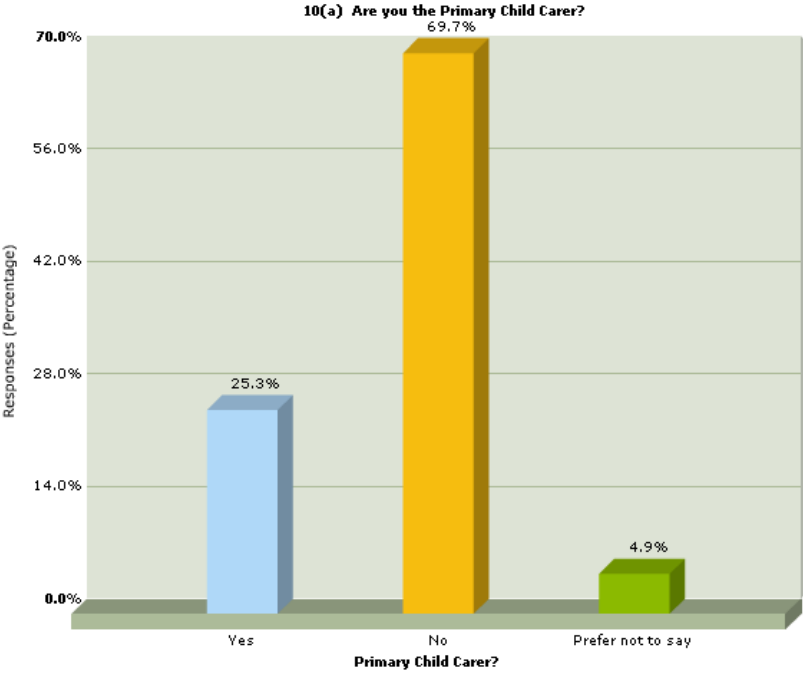
**9b. School type**

Over four-fifths (82.6%) attended a state school, with 7.1% attending an independent and 2.2% attended a school outside of the UK. This is broadly in line with the education of the wider population. Nearly a tenth (8.2%) of respondents preferred not to say.



**10a. Childcare commitments**

Just over a quarter, (25.3%), are the primary child carer, with over two-thirds not (69.7%). 4.9% of respondents preferred not to say.



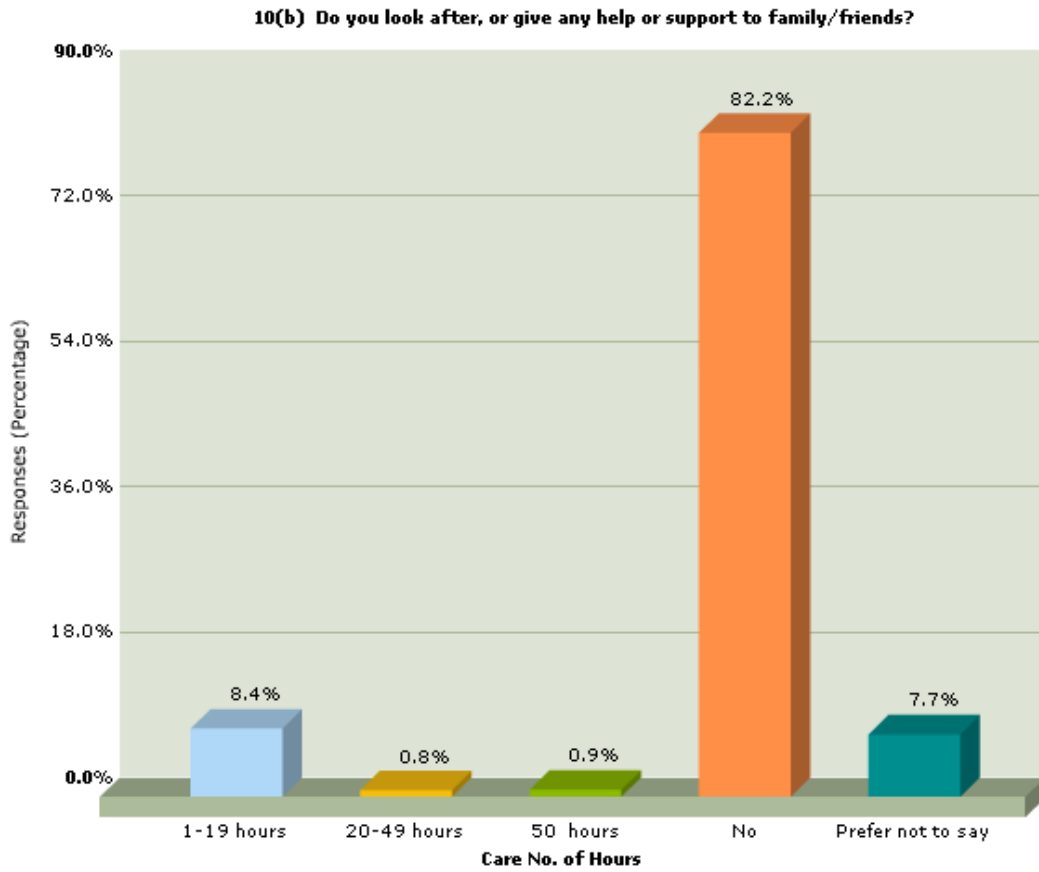
### Analysis of child caring responsibilities

Those who declare they are the primary child carer make up 28.1% of Licensed Conveyancers and 20.5% of Other Fee Earners. Nearly a third (30.2%) are Support Fee Earners and over a quarter (27.0%) are Licensed Conveyancers; only 5.2% are in a managerial position or in HR/IT/Corporate Services.

Role in Entity	% of that role which are Primary Child Carer	% of those who are Primary Child Carer by their role
Licensed Conveyancer	28.1%	27.0%
Other Professional	25.6%	14.7%
Other Fee Earner	20.5%	10.1%
Support Fee Earner	25.2%	30.2%
Managerial	23.4%	5.2%
IT/HR/Corporate Services	25.4%	5.2%
Prefer Not To Say	26.0%	7.8%

### 10b. Provision of help and support to family/friends

Four-fifths (82.2%) of respondents declared that they did not look after, or give any help or support to, family or friends. A tenth (10.1%) declared weekly caring responsibilities, whilst under a tenth (7.7%) preferred not to say.



## **Differentiation by Role**

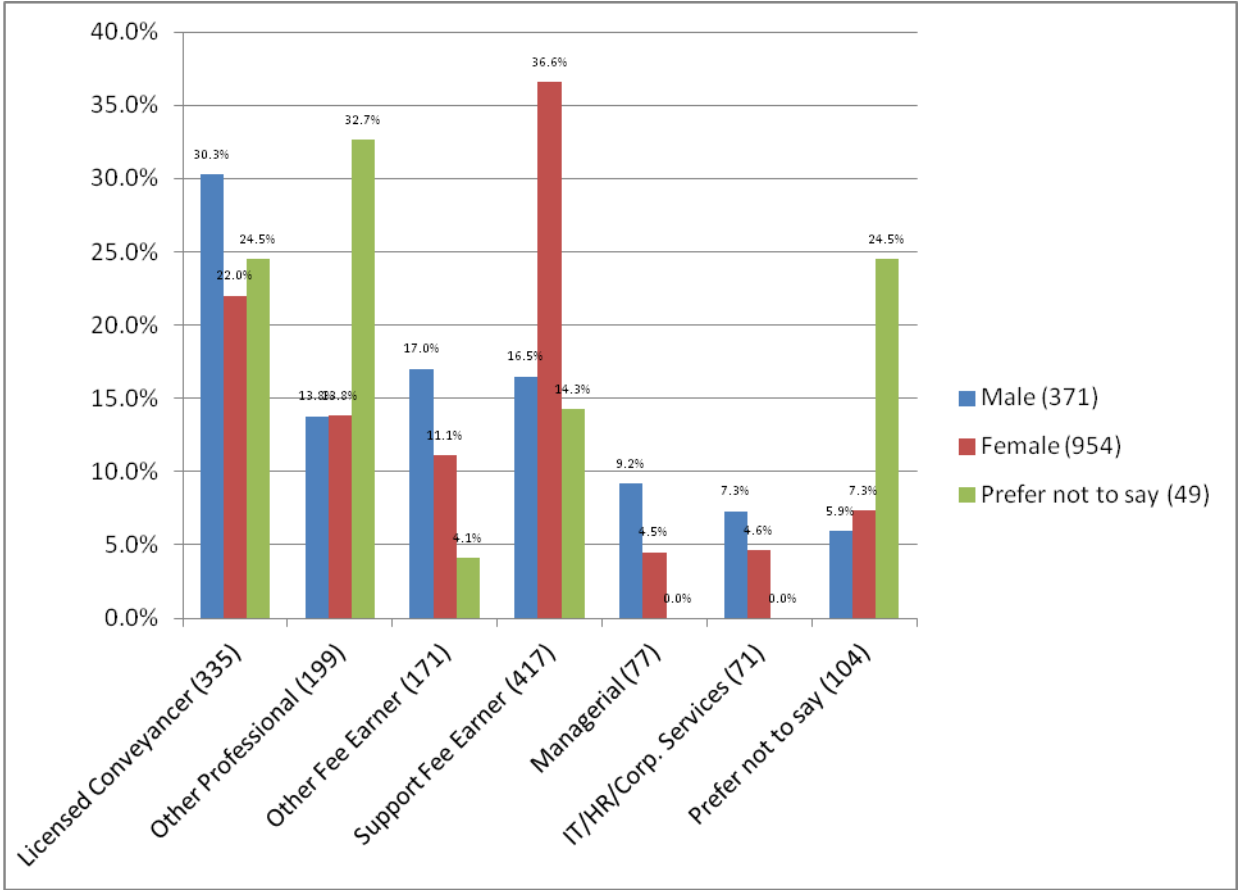
This section breaks down the profile by job status across the diversity characteristics of gender, age, disability and ethnicity. The profiles for sexual orientation, socio-economic background and religion or faith have not been differentiated due to the lower number of overall responses to each of those questions.

### **11. Gender and Role in Organisation**

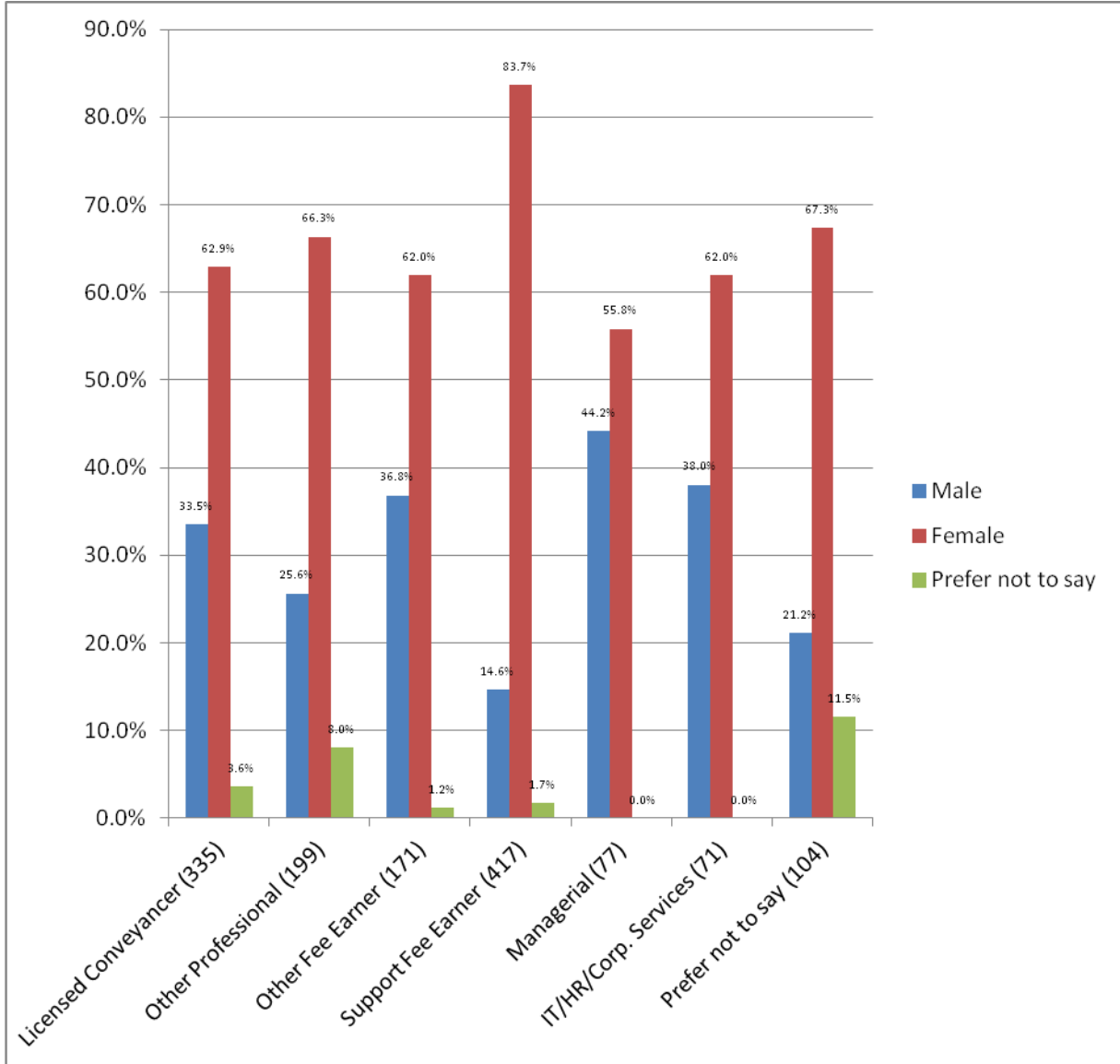
84% of support fee earners are women. Women assume around two-thirds of many of the other positions, with the exception of manager: 56% female and 44% male. 37% of females are support fee earners, 4.5% are managers. 30% of males are Licensed Conveyancers, 7.3% are in IT/HR/ Corporate Services roles.

In other words, while women are more numerous in the sector, they are less likely than men to be in senior positions.

### **Gender Analysed By Role**



### Role Analysed By Gender

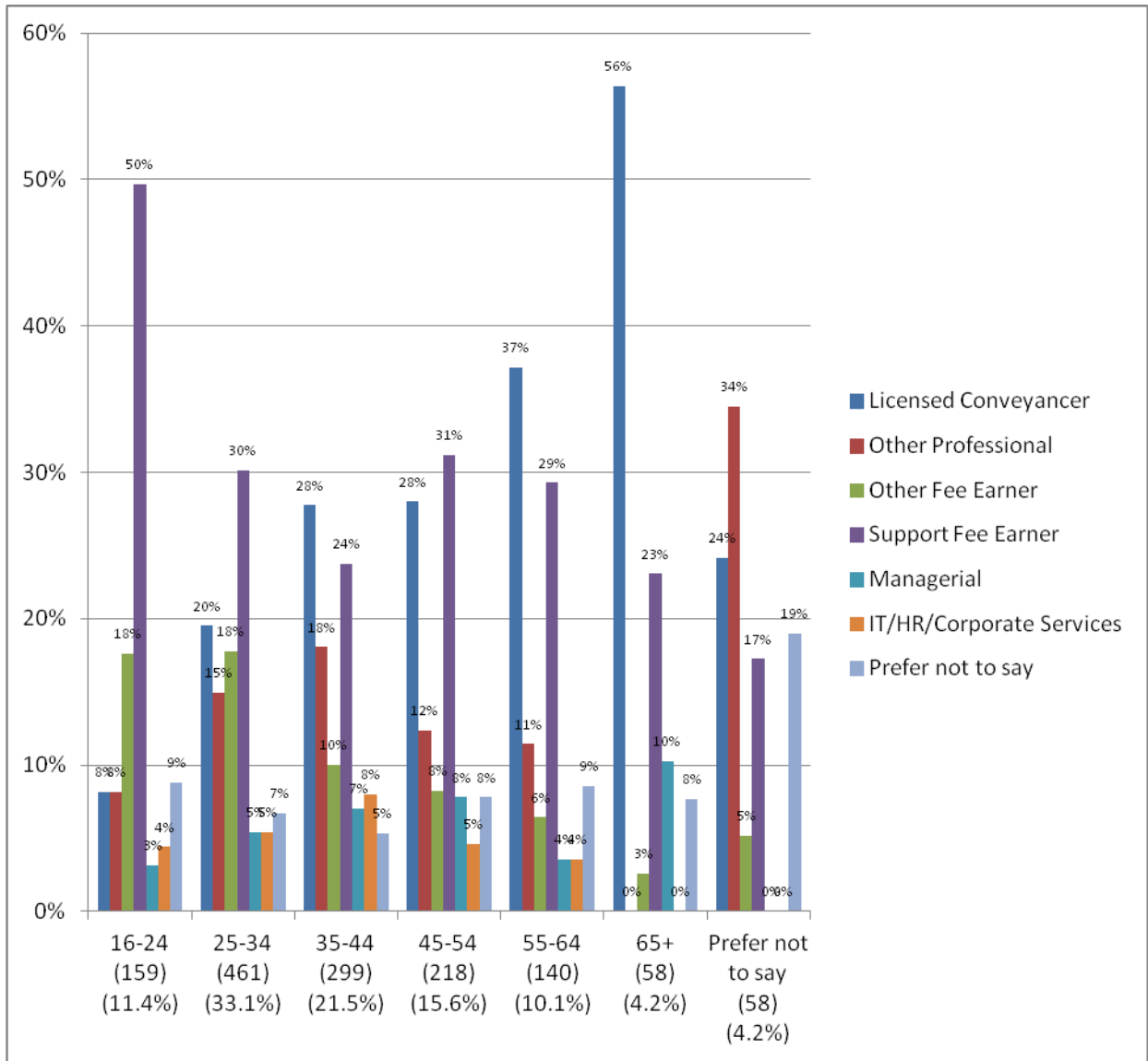




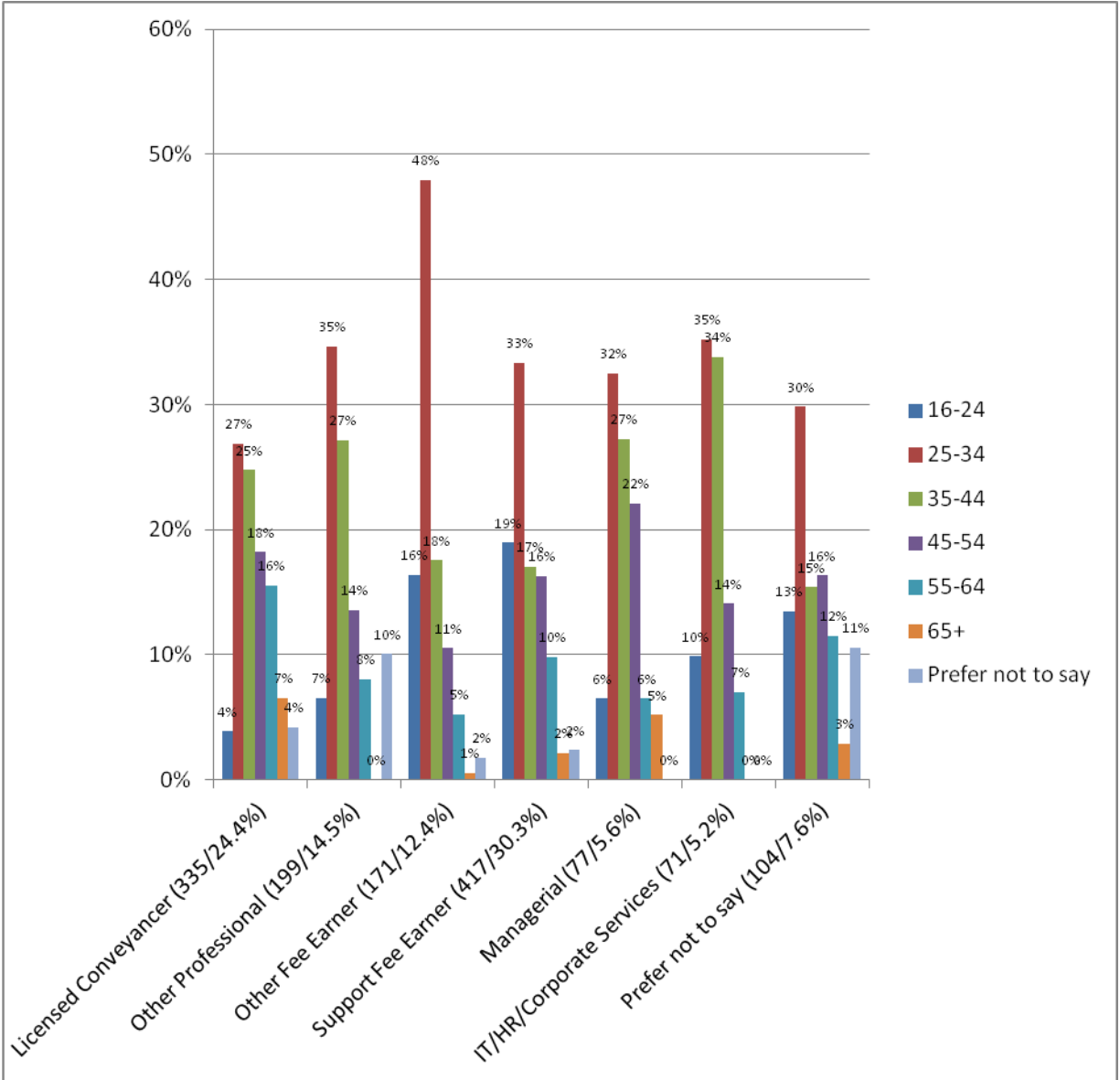
## **12. Age and Role in Organisation**

Half (50%) of those under 24 years are support fee earners. 25-34 year olds assume the highest proportions of each role, with the exception of Licensed Conveyancer. Over half (56%) of those aged 65 years+ are Licensed Conveyancers.

### **Age Analysed By Role**



### Role Analysed By Age

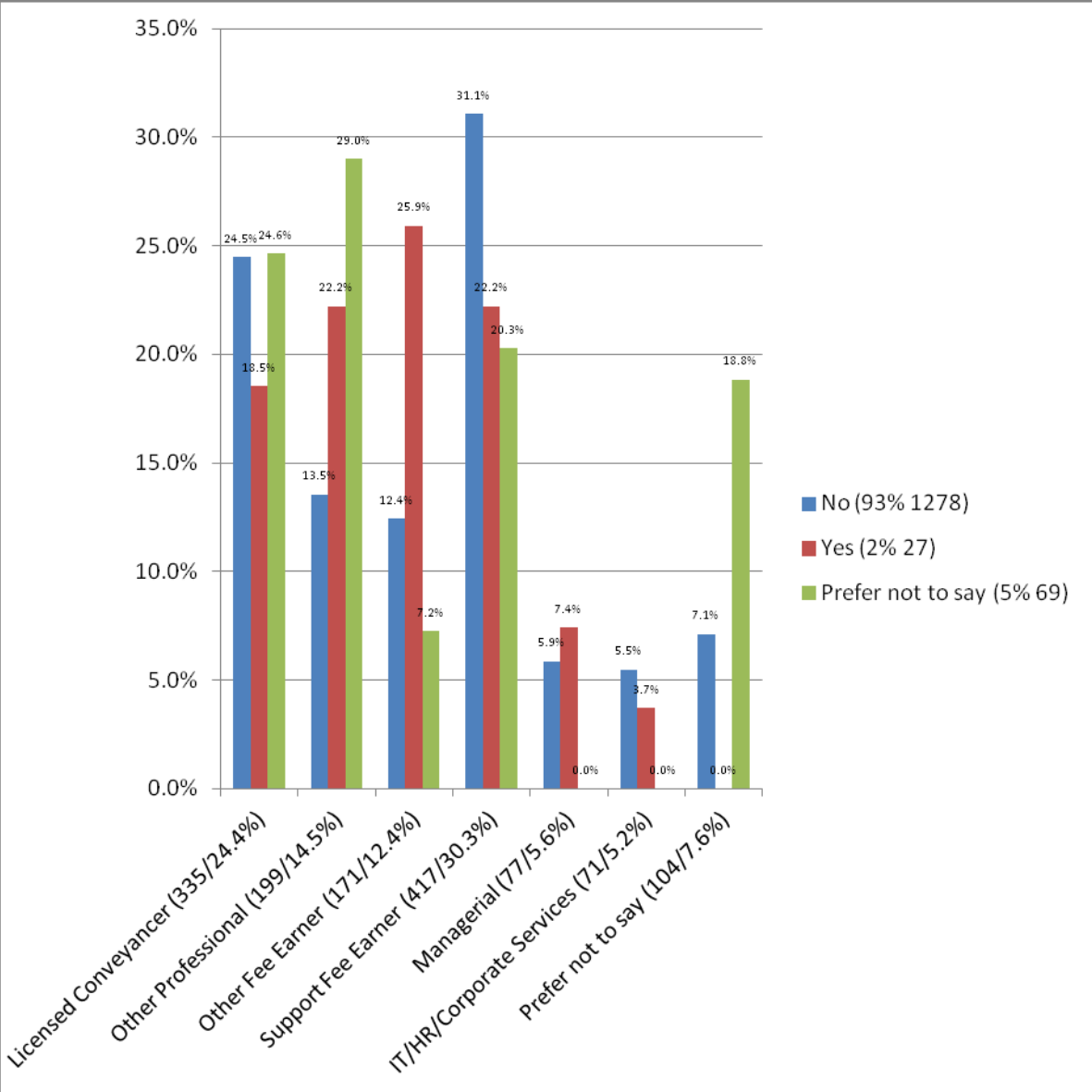


### **13. Disability and Role in Organisation**

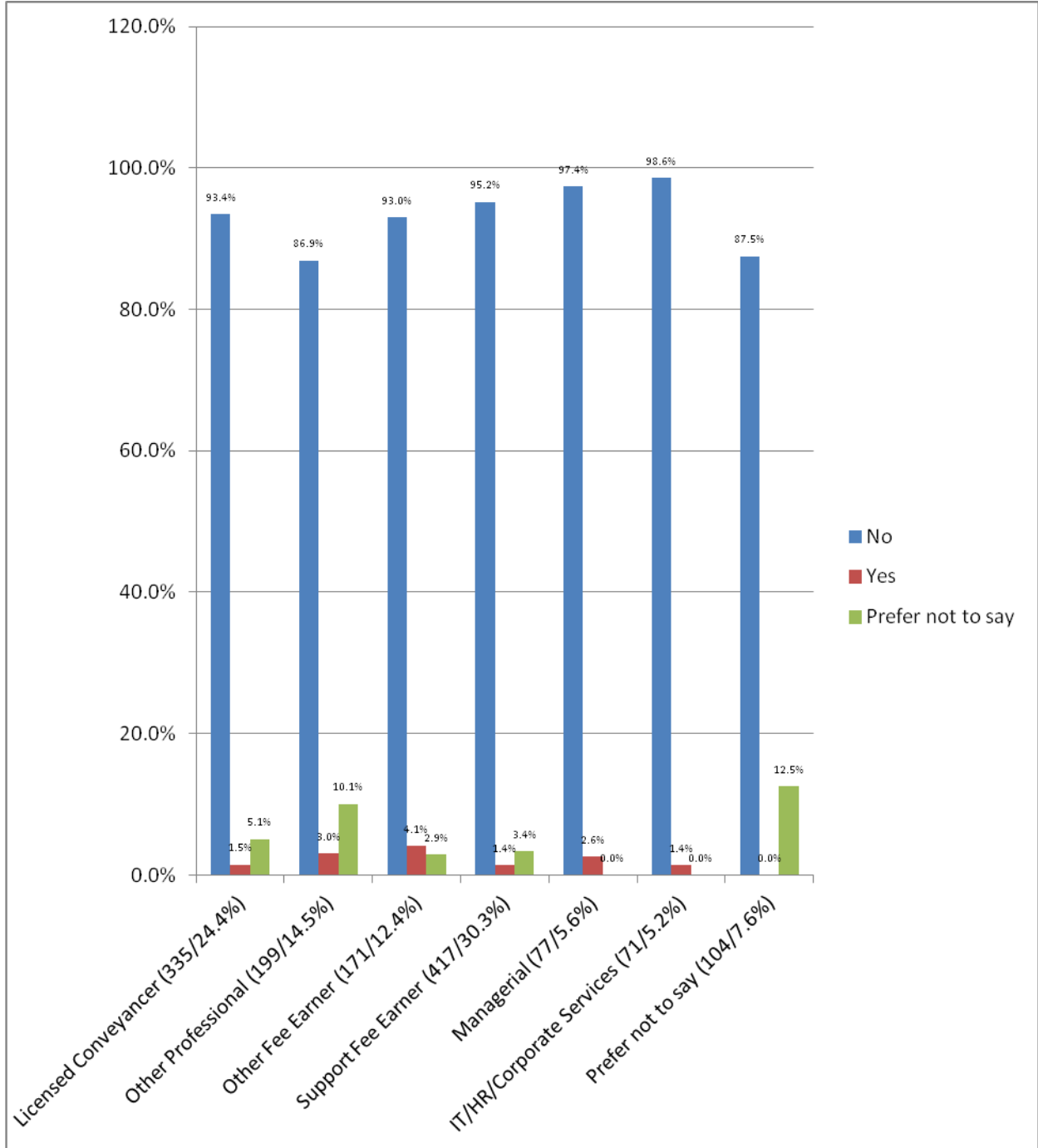
- a. **Do you consider yourself to have a disability according to the definition in the Equality Act?**

Those declaring a disability are found in all job roles, though lower rates of participation in managerial and IT/HR/Corporate Services roles. At 2% the levels of people declaring a disability are rather lower than government estimates of 6% for the population at large. Low numbers of persons declaring a disability may impact on the statistical significance.

#### **Disability Analysed By Role**



### Role Analysed By Disability



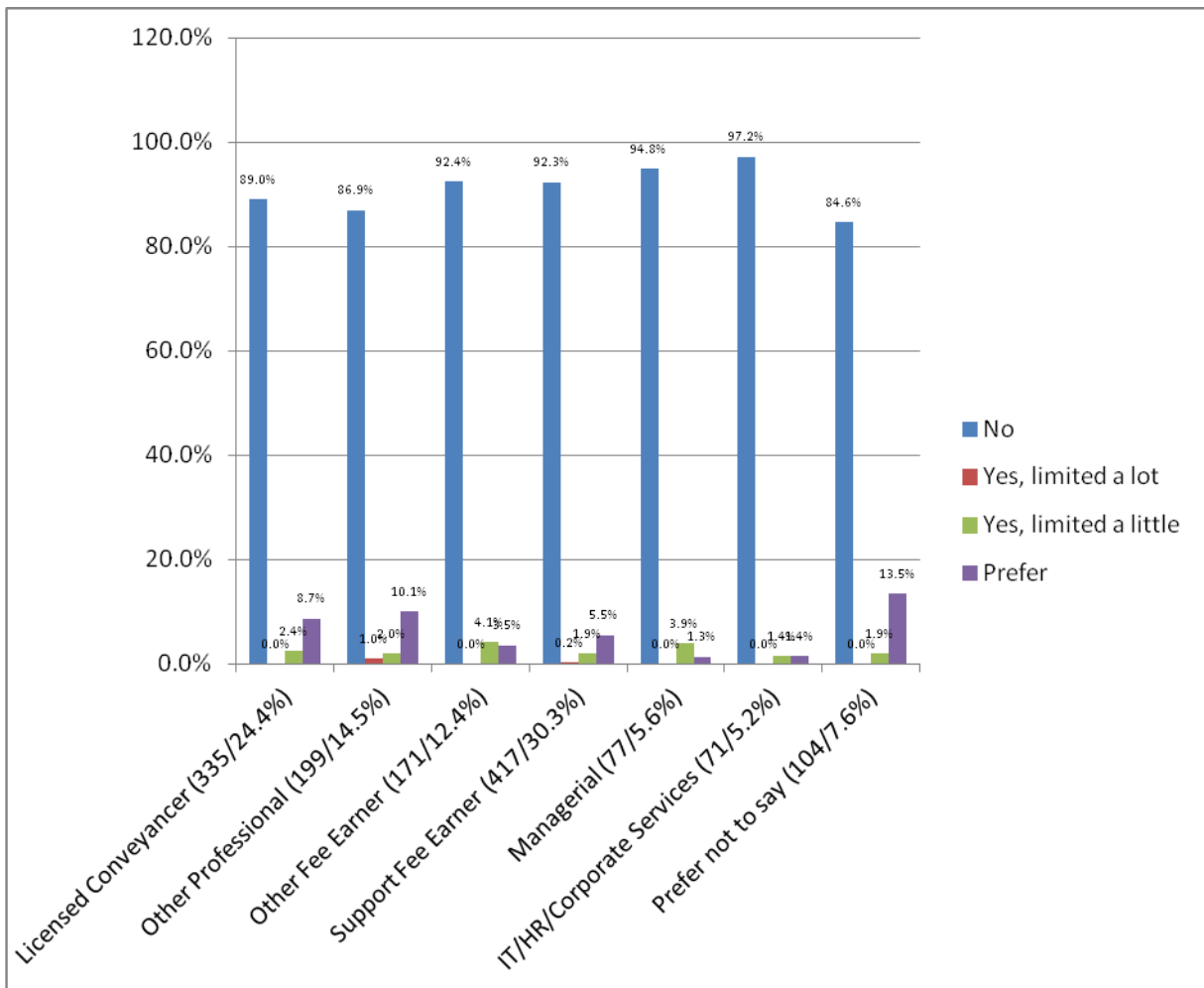
### 13. Disability and Role in organisation

#### b. Are your day to day activities limited because of health problem or disability?

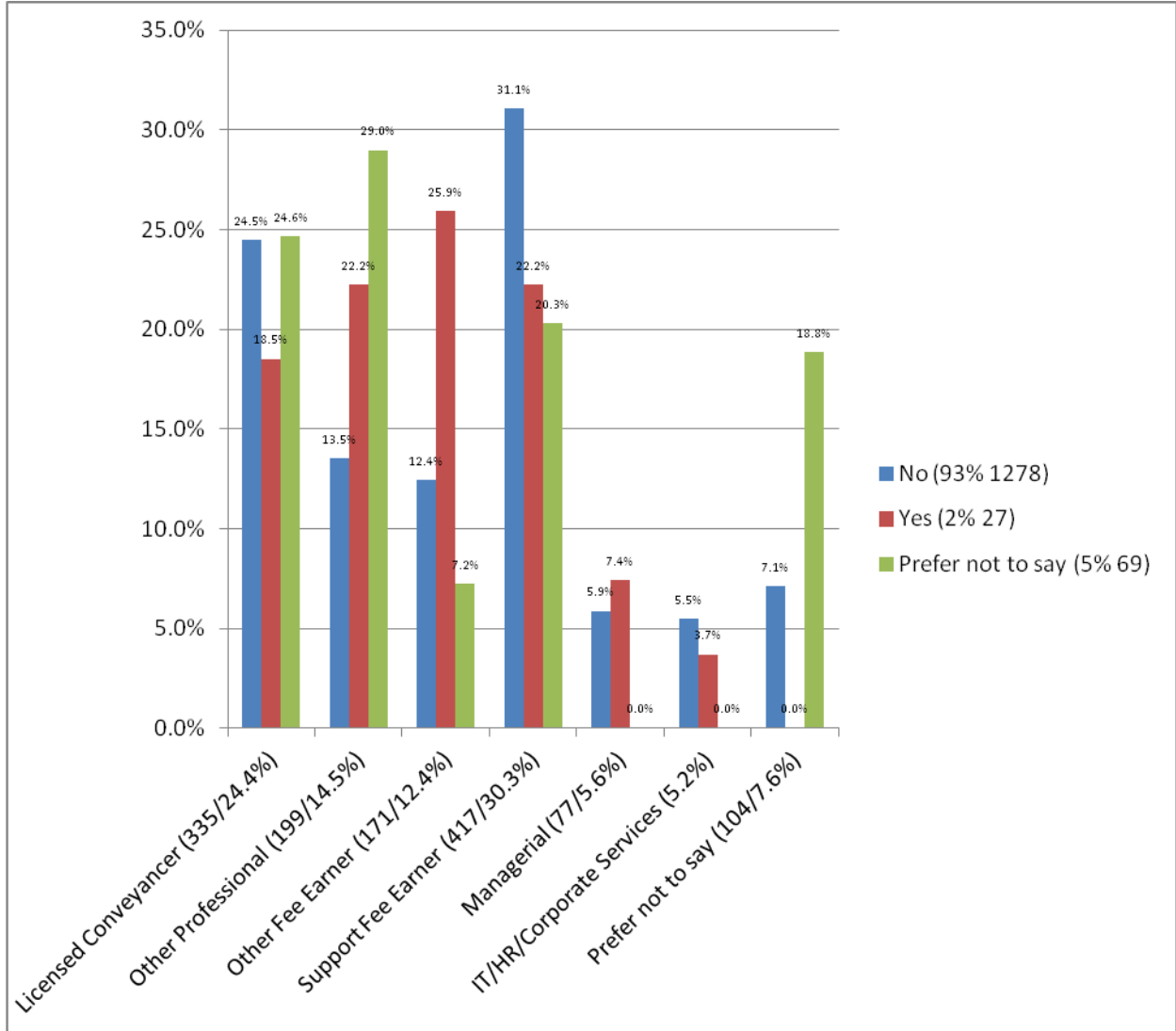
Those whose activities are limited a little (33) are found in all roles, especially that of Licensed Conveyancer and Fee Earners, less so in IT/HR/Support Fee Earner (3%) and Managerial (9%).

Those whose activities are limited a lot (3 persons only) are found in the Other Professional and Support Fee Earner roles. Low numbers of persons declaring a limitation of day to day activities may impact upon the statistical significance.

**Role Analysed By Activities Limitations**



### Activities Limitation Analysed By Role

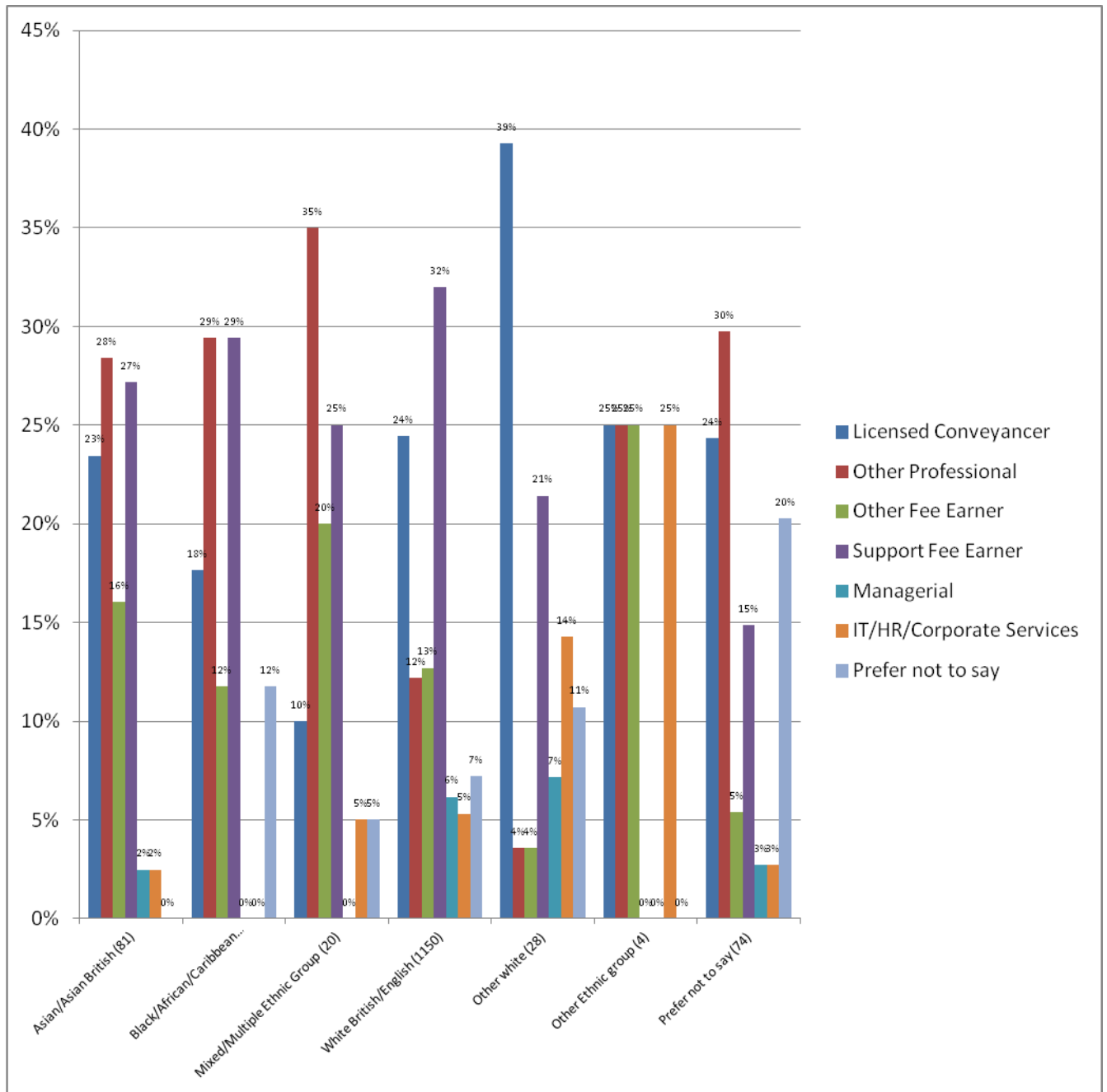




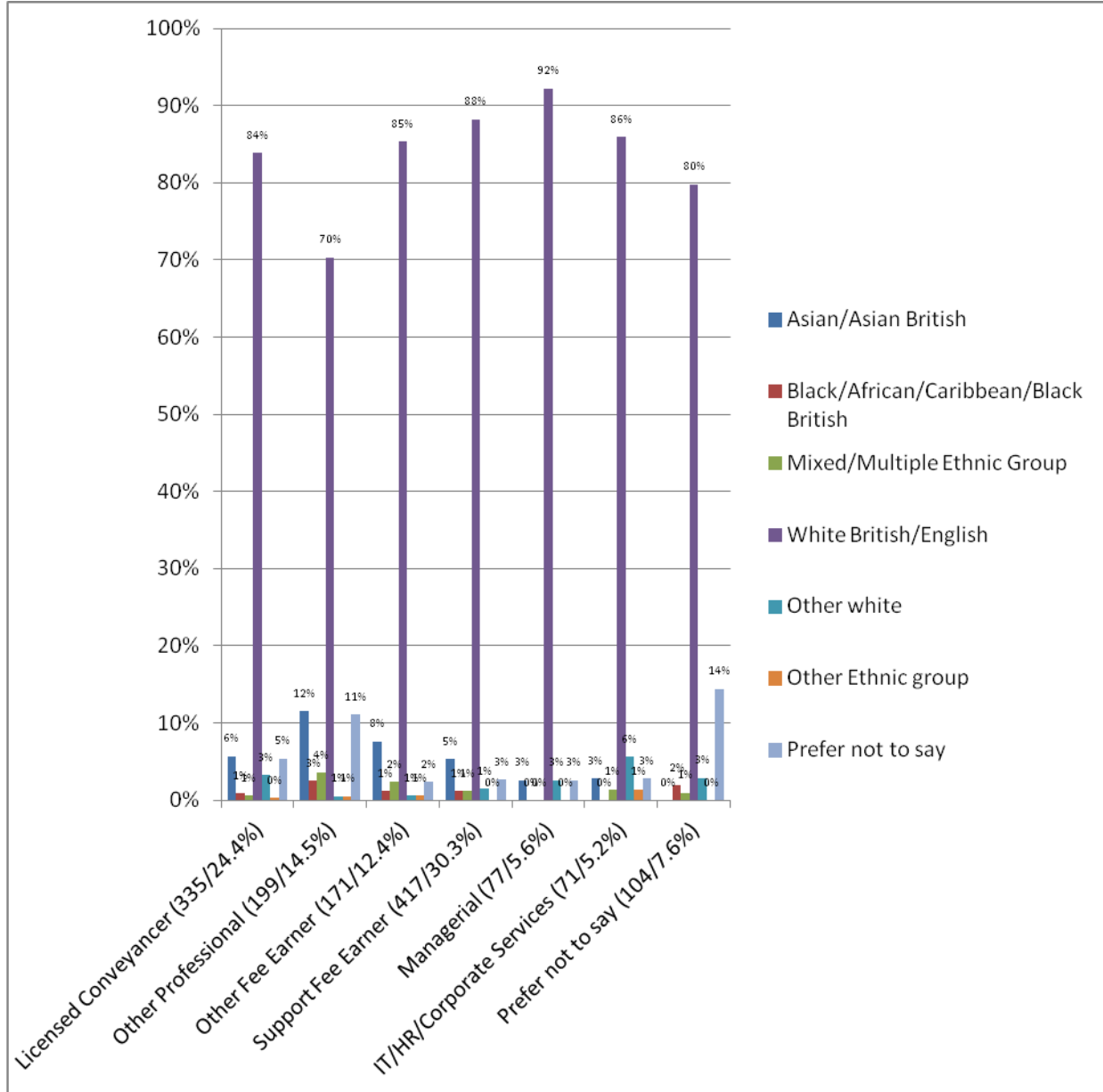
#### **14. Ethnicity and Role in Organisation**

7% of Other White, 5% of White British/English, 2% of Asian/Asian British are managers; Black, Mixed and Other declare no managers. 84% of Licensed Conveyancers are White British/English, 6% are Asian/Asian British, 1% Mixed, 1% Other Ethnic Group (remainder unknown, prefer not to say). Lower rates of response across some ethnicity groups may impact upon statistical significance. Overall, it would appear that BaME participation in the sector is lower than might be expected given the make-up of the wider population.

#### **Ethnicity Analysed By Role**



### Role Analysed By Ethnicity



## **What data was collected and how?**

We published an online, secure, version of the [questionnaire](#) to minimise the work required of firms. The questionnaire was anonymous and the questions covered those diversity characteristics required by the LSB's questionnaire: age, caring responsibilities, disability, ethnicity, gender, religion or belief, sexual orientation and socio-economic background.

Based upon the legal workforce data provided in the Annual Regulatory Return, it is judged that 55.04% of those working in entities regulated by the CLC participated in the exercise.

Just as we asked our regulated practices to complete the exercise, we asked CLC staff and Council to participate in the exercise. [CLC Staff and Council profile](#). The publication summaries provided to firms followed a similar format.

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## **What was done with the data**

Each firm was provided with Profile 1, a summary of information provided by their workforce, which included all diversity characteristics differentiated by job status, for accountability purposes.

A dozen large firms were also provided with Profile 2, a summary of the profiling information provided by their firm, with the exception of the religion/faith and sexual orientation data. The number of respondents to these firms' surveys was considered sufficient to publish the data with minimal risk that individuals could be identified. It is each firm's responsibility to determine whether they should instead publish a revised summary of the information to meet their data protection responsibilities. We required this to be published so clients will be able to access the information should they wish to.

## **Overview**

Age: predominantly younger and older, potentially rendering the regulated community vulnerable to sustainability issues.

Women: whilst the finding that 56% of all managers are women, is very encouraging, only 4.5% of women are managers, compared to 9.2% of men and the proportion of women (7.4%) who have a share in the organisation is lower than for men (18.6%). As women make up the majority (69%) of the workforce, and some women may choose to take some time out for child-caring purposes, this potentially adds to sustainability issues mentioned above.

## **Actions**

The CLC education and training model review currently underway seeks to make the qualification and career path of a licensed conveyancer as attractive as possible. In the interim, these findings indicate that it would be beneficial to promote to the regulated community the need for – and signpost to, resources on – effective business continuity; fair recruitment, selection and progression policies; and

sensible exit strategies; please see the Guidance which accompanies the [Equality](#) Code and the [Management and Supervision Arrangements](#) Code.

**What next?**

The diversity profiling exercise will be repeated on an ongoing basis to determine any changes in the workforce. The next exercise may not be in the format undertaken in the 2013 exercise.