



Duncan Lewis
Solicitors

GENDER PAY GAP

2023 Report

Date of Report – 21 March 2024

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OVERVIEW

The gender pay gap legislation introduced in April 2017 requires all employers of 250 or more employees to publish their gender pay gap for workers which are in scope annually.

GENDER PAY GAP REPORTING EXPLAINED

The gender pay gap (“GPG”) shows the difference in the average hourly rate of pay between women and men in an organisation (at a single point in time), expressed as a percentage of the average male earnings.

The gender pay gap is different to equal pay. Equal pay deals with the pay differences between men and women performing equal work, or work of equal value. The gender pay gap is a measure across all jobs in the company, not of the difference in pay between men and women for doing the same job. It does not take into account people roles, job descriptions or seniority.

The reporting of gender pay continues to reveal the following limitations:

- a lack of comparison in relation to comparable job roles/title(s); and
- the calculations fail to take into account intangible aspects which affect salary such as qualifications, employment experience and personal skills.
- taking a ‘snapshot’ of this data on a set date, masks the fluidity of gender pay gaps, which can fluctuate from month to month and across pay quartiles depending on changes to headcount.

Mean calculation

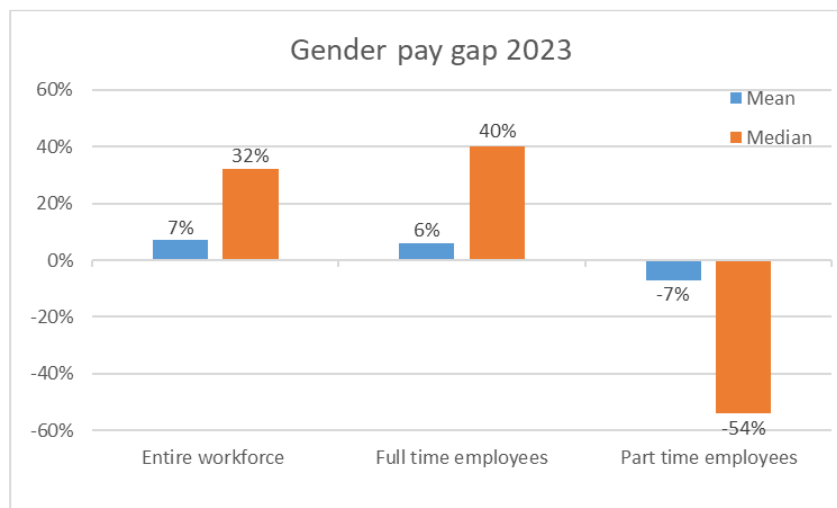
The 'mean calculation' is calculated by adding up the wages of all relevant employees and dividing the figure by the number of employees. The mean gender pay gap is calculated based on the difference between the mean male pay and mean female pay.

Median calculation

The 'median calculation' is the figure that falls in the middle of a range when the wages of all relevant employees are lined up from smallest to largest. The median gender gap is calculated based on the difference between the middle employee in the range of male wages and the middle employee in the range of female wages.

GENDER PAY GAP DATA

This report is based on a snapshot of Duncan Lewis' entire workforce as of 5 April 2023 and in addition, takes into consideration full time and part time employees. On 5 April 2023, across the Duncan Lewis entire workforce, the company's female/male proportion count was 74% to 26% respectively. This shows a 3% increase in the female workforce from the previous year snapshot.



MEAN GENDER PAY GAP

All employees (full time and part time)

The reported mean in 2023 was 7%; a 2% decrease from last year's reported mean. This means average pay for all female employees was 7% lower than all male employees. The key limitation in relation to this measure is that significant consideration should be given to the fact that the company's most senior position (CEO) is held by a male and the company is (26% male) predominantly female (74%).

Full time employees

The gap is slightly smaller when considering only full-time employees. The mean gender pay-gap was 6%; meaning in monetary terms for every £1 man employee earns, woman employee earns 94p, therefore a difference of 6p.

Part time employees

In part time employees, the reported mean is -7% which means that part time female employees earned an average 7% more per hour than their counterpart part time male employees. This pay gap could be explained by the fact that of the overall 9% part time working employees, 87% are females.

MEDIAN GENDER PAY GAP

All employees (full time and part time)

For 5 April 2023, the median gender pay gap reported for all employees was 32%. However, this reported pay gap is not unexpected in light of the fact that the company is predominantly female. There are almost three times more female than male employees. The median (midpoint) for female employees falls within the lower quartile whilst for the male employees it falls within the lower middle. Women make up 67% of the Company's Board of Directors and firm-wide, 74% of the top salary quartile was paid to women.

Full time employees

The median GPG for full time employees, was 40%. But then again this fluctuation in figures as outlined above is vastly due to midpoint comparison falling within two different quartiles in view of the fact that there are extensively more female employees than male at 74%.

For instance the median at the lower quartile was 0% showing that both full time female employees and full time male employees were paid equally. The median at the upper quartile was -4%, showing that full time female employees earn 4% more hourly than full time male employees at the higher end.

Part time employees

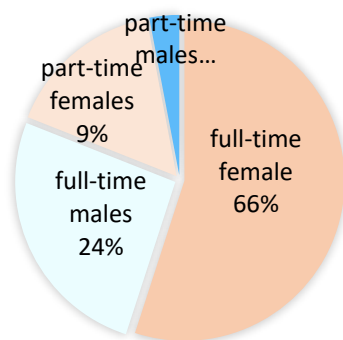
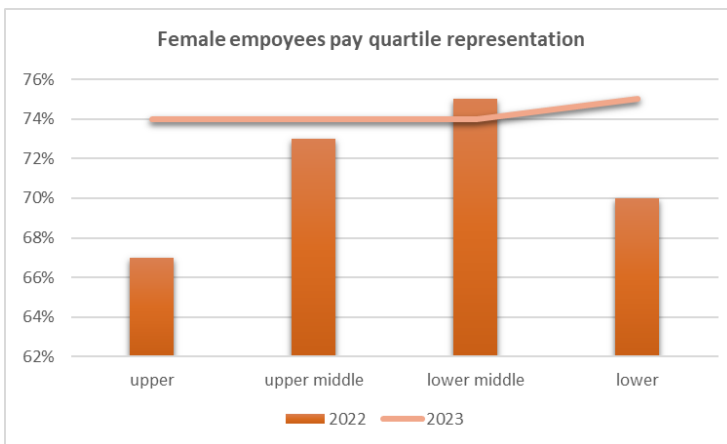
The median GPG for part-time employees, is -10% wherein it shows that part time female employees earn 10% per hour more than male employees.

PAY QUARTILE REPRESENTATION

A pay quartile represents a quarter, or 25% of the workforce, ranked by pay. The pay quartiles are then broken down by gender. With the top quartile being 25% of the highest paid employees and the lower quartile the 25% of the lowest paid employees the quartiles represent the percentage comparison of male and female employees.

In relation to Duncan Lewis' entire workforce (74% female and 26% male), the report found that company-wide, across all quartiles, males and females were represented equally:

Top salary quartile:	26% men and 74% women (2022: 33%, 67%)
Upper middle salary quartile:	26% men and 74% women (2022: 27%, 73%)
Lower middle salary quartile:	26% men and 74% women (2022: 25%, 75%)
Lower salary quartile:	25% men and 75% women (2022: 30%, 70%)



ANALYSIS & NEXT STEPS

Although the Company's median gender pay was 32% as of 5 April 2023, we have noted in this report reasons for why the male median line will be distorted as a result. We are pleased to see that the mean gender pay-gap was only 7% (below industry average) and that the Company's pay quartile analysis is broadly consistent with the male to female workforce.

As of April 2023, women accounted for 74% of the workforce and 74% of the Company's top two pay quartiles respectively.

Duncan Lewis is committed to the fair treatment and pay of all its employees regardless of gender. The Company understands the importance of equality and are committed to representing an equal ethos and culture.

The Company is accredited by the Investors in People at Gold Standard and implements a number of family-friendly flexible working policies. A significant number of the Company's staff hybrid-work. In the last 12 months up to 5 April 2023, nearly 20% of Duncan Lewis' employees (both male and female) were being supported with at least one form of flexible working (incl. Part Time, Adjusted Hours, Compressed Hours).

Our processes in recruitment, internal development and expansion will continue to focus on gender pay equality.

I, Jason Bruce (Practice Director) confirm that the Gender Pay Gap information that we have disclosed in this report is accurate for 5 April 2023.

Jason Bruce (Practice Director)

21/03/2024