

# Gender Pay Report 2021

## A message from our Managing Partner and Chair

As a responsible business, gender pay gap reporting is an important part of our transparency.

Not only is it important for society as a whole, but gender parity and greater diversity within the workplace is good for business and critical to our own success.

During 2021 we joined Business In The Community (BITC) - the largest and longest established business-led membership organisation dedicated to responsible business. As part of our work with BITC, we have been developing a stronger and more determined approach to being a responsible business.

At the heart of this, is a new focus around Healthy Business and Healthy Communities which in turn has resulted in new strategies to improve inclusion and diversity and our ongoing work on gender pay. We are continuing to make progress on a number of initiatives to improve our gender diversity and will continue to do so as part of this work.

We are committed to improving equality of opportunity and we can confirm the accuracy of this information.

We are committed to equal opportunity for all, and this work to analyse the gender gap that exists in our business will help us ensure that actions are taken to tackle any inequality.



The Prince's  
Responsible  
Business Network



A handwritten signature in black ink, appearing to read 'A Sandiford'.

**Andrew Sandiford**  
Managing Partner

A handwritten signature in black ink, appearing to read 'Ian Smith'.

**Ian Smith**  
Chair



# What is a Gender Pay Gap?

Like all other private sector organisations with more than 250 employees, Bishop Fleming has reported its gender pay gap data in line with the government's gender pay gap reporting regulations.

## What is the difference between Equal Pay and Gender Pay?

Whilst equal pay and the gender pay gap are terms often used together, they are two different issues and shouldn't be confused.

The Equality Act 2010 gives women and men a right to equal pay for equal work. This is specifically to eliminate direct and indirect discrimination on grounds of sex with regard to all aspects and conditions of remuneration, for the same work or for work to which equal value is attributed. This does not mean that everyone on the same grade should be paid the same salary. Grade, role, competence, extent of experience and ability will have an impact on reward.

Gender pay on the other hand, shows the percentage difference between the average salaries of men and women, regardless of the nature of their work, across our firm. This can be affected if the firm has more men in senior positions and more women in junior positions.

The current UK-wide gender pay gap is 15.4%<sup>1</sup>.

## What do we mean by a mean and median average pay gap?

We are obliged to report our gender pay gap and gender bonus gaps as both mean and median averages.

Our gender pay gap, when shown as a mean average is defined as the sum of all male and female salaries, divided by the number of male and female employees.

Our gender pay gap, when shown as a median average is defined as the middle point of the numerical list of all male and female salaries in the firm.

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1. Office of National Statistics (2020)

## Our gender pay gap: at a glance

### Gender Pay Gap in hourly pay

14.1%

Mean

17.3%

Median

### Bonus Gender Pay Gap

29.3%

Mean

0%

Median

### Proportion of males and females receiving a bonus payment



77.8%



81.5%

### Employee breakdown

Total employees



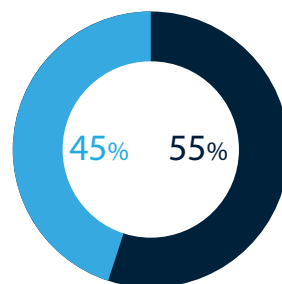
51%



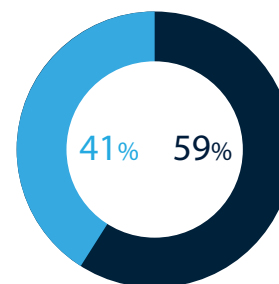
49%

### Percentage of employees by quartile

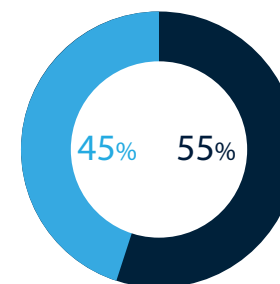
Lower



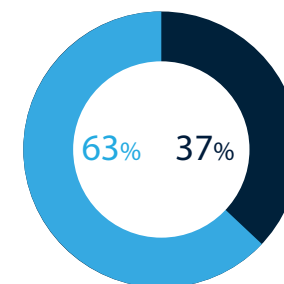
Lower Middle



Upper Middle



Upper



## Detailed analysis

- As of 5 April 2021, we had 316 relevant employees for gender pay gap reporting purposes, comprised of 162 female and 153 male employees.
- We are delighted to report that we have once again seen a reduction in our mean and median gender pay gaps, so that these figures are at their lowest ever since we were first required to report our figures in 2017. Further to this, female representation in the upper pay quartile has increased notably, reflecting our commitment to developing and progressing women into senior roles in order to reduce our pay gaps. Whilst we wish to acknowledge this progress, this is not to say that we are complacent as we are committed to long term strategies to reduce the pay gap further.
- Our gender split by quartile reflects that we are recruiting more women, with the majority of our new women coming in as trainees. As these women progress in qualification and pay, we expect to see further increases in female representation in the upper quartiles over the coming years.
- We recognise that our gender pay gap is driven by having lower female representation at senior grades, but we are addressing this balance by making sure that all of our people are paid fairly for their contribution to Bishop Fleming.
- We continue to use job evaluation to systematically assess all of our roles objectively, so we are confident that we satisfy equal pay legislation, and we have equal pay for work of equal value.
- We launched our Hybrid and Flexible Working Policy in 2021, which encourages all of our workforce to work where they work best, taking into account client, firm and team need. Women and those with caring responsibilities in particular value this policy, as it supports them in achieving the right balance.
- Towards the end of 2021, we relaunched our Inclusion and Diversity (I&D) offering by establishing a new working group, BF Voices, who have the remit to develop a new strategy and focused plan. The working group is sponsored by two Partners (both women) and progress on improving gender equality is a key strand of the I&D strategy. The group report their progress to the Operational/Management Board each quarter, which ensures factors which contribute to our gender pay gap are regularly discussed and debated at the most senior level.
- In recognition of what we achieved as one team during the first lockdown of 2020, our resilience as a business and the sacrifices that we all endured due to the effects of the pandemic, we paid our workforce a one-off bonus in September 2020 which is why the proportion of men and women who received a bonus is much higher than in previous years. There is no median pay gap as the bonus was the same amount regardless of working hours, acknowledging the contribution of our part time population who overwhelmingly are women.
- We do not pay performance related bonuses; the only bonuses that we would normally pay are to new joiners that are direct hires, referral bonuses to employees who refer candidate that are subsequently appointed, long service awards in recognition of achievement of certain milestones and introductory commission payments in certain circumstances when clients are introduced. There is a mean pay gap as a greater number of men received referral bonuses.



# Improving equal opportunity

## Our achievements

We have taken a number of steps to improve gender diversity and are continually reviewing our working practices to ensure that we are creating a work environment that is inclusive.

- We have an almost equal number of men (51%) and women (49%).
- We have an inclusive approach to hybrid and flexible working Policy for all of our workforce, which helps to support women and care givers in particular to balance home and work life.
- We appointed two Partners to be our I&D sponsors and we launched our BF Voices group to set and implement our strategy for inclusion and diversity within our workplace.
- We continue to use job evaluation and benchmarked external data to inform our approach to pay.
- We have gender balanced interview panels for senior promotions and external hires.
- We review our job adverts to ensure that they are gender inclusive.
- We are committed to investing in long term careers with our firm. Over 16% of our firm have at least 10 years' service and over 35% have over five years' service.
- We have a Women's Mentoring Network which connect junior female talent with senior female talent.
- Inclusion and diversity is built into our key accountabilities for our people managers.

## Our ongoing commitment

- We are committed to reducing our gender pay gap even further.
- We empower our employees to bring their best selves to work.
- We lead by example by demonstrating strong leadership and accountability for equal opportunities.
- We will continue to assess our internal working practices and, where appropriate, make changes to ensure that these are inclusive and allow all of our employees to reach their potential.
- We will promote diversity and inclusion issues in our internal communications.
- We will ensure the recruitment, retention and progression of our people are free from discrimination or unconscious bias in seven key areas: race and ethnicity, gender, sexual orientation, social mobility, religious beliefs, disability and age.
- We aim to reward fairly and equally on the basis of ability and potential.
- We monitor and act on any perceived or actual inequalities.



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This report covers data from Bishop Fleming LLP as of 5 April 2021 and is given pursuant to The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 and excludes all Partners.

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