

## Probate diversity summary template

Please refer to the guidance notes on the second tab of this workbook.

Firm name: **Clay Ratnage Strevens & Hills**

ICAEW firm number (C00/A00): **c005315682**

Number of employees: **27**

Completed questionnaires: **26**

### 1. About you

|                            |  |  |  |   |
|----------------------------|--|--|--|---|
| ICAEW Chartered Accountant | <input type="text" value="3"/> Partner | <input type="text"/> Manager           | <input type="text" value="1"/> Qualified | <input type="text" value="3"/> Training |
| Other Chartered Accountant | <input type="text" value="1"/> Partner | <input type="text" value="3"/> Manager | <input type="text"/> Qualified           | <input type="text" value="1"/> Training |
| Other accountant           | <input type="text"/> Partner           | <input type="text"/> Manager           | <input type="text"/> Qualified           | <input type="text" value="4"/> Training |
| Legally qualified          | <input type="text"/> Partner           | <input type="text"/> Manager           | <input type="text"/> Qualified           | <input type="text"/> Training           |
| Other legal                | <input type="text"/> Partner           | <input type="text"/> Manager           | <input type="text"/> Qualified           | <input type="text"/> Training           |
| Other profession           | <input type="text"/> Partner           | <input type="text"/> Manager           | <input type="text"/> Qualified           | <input type="text"/> Training           |
| Direct support staff       | <input type="text" value="5"/>         |  |  |   |
| Other                      | <input type="text"/>                   |  |  |   |
| Prefer not to say          | <input type="text" value="5"/>         |  |  |   |

Total responses for question 1: **26** Total checked. Please proceed to next question

### 2. Age

16-24  25-34  35-44  45-54  55-64  65+  Prefer not to say

Total responses for question 2: **26** Total checked. Please proceed to next question

### 3. Gender

Male  Female  Trans  Other  Prefer not to say

Total responses for question 3: **26** Total checked. Please proceed to next question

### 4. Disability

- (a)  Yes  No  Prefer not to say
- (b)  Yes, limited a lot  Yes, limited a little  No  Prefer not to say

Total responses for question 4: **26** Total checked. Please proceed to next question

### 5. Ethnic group

#### Asian/Asian British

Bangladeshi  Chinese  Indian  Pakistani  Other Asian

#### Black/African/Caribbean/British

African  Caribbean  Any other Black/African/Caribbean/Black British

#### Mixed/multiple ethnic groups

White and Asian  White and Black African  White and Black Caribbean  Other mixed/multiple ethnic background

#### White

British/English/Welsh/Northern Irish/Scottish  Irish  Gypsy or Irish Traveller  Any other white background

#### Arab

Arab

#### Other

Other ethnic group  Prefer not to say

Total responses for question 5: **26** Total checked. Please proceed to next question

### 6. Faith

Buddhist  Christian  Hindu  Jewish  Muslim  Sikh  Any other religion

Prefer not to say

Total responses for question 6: **26** Total checked. Please proceed to next question

### 7. Sexual orientation

☐ Bisexual
 ☐ Gay man
 ☐ Gay woman /lesbian
 ☐ 22 Heterosexual/straight
 ☐ Other
 ☐ 4 Prefer not to say

Total responses for question 7:

26

Total checked. Please proceed to next question

#### 8. Socio-economic background

(a) ☐ 1 Yes ☐ 8 No ☐ 13 Did not attend ☐ 4 Prefer not to say

(b) ☐ 20 UK state school ☐ 1 UK independent/fee-paying school ☐ 1 Attended school outside the UK ☐ 4 Prefer not to say

Total responses for question 8:

26

Total checked. Please proceed to next question

#### 9. Social mobility

(a) ☐ 6 Yes ☐ 16 No ☐ 2 I don't know ☐ 2 Prefer not to say

(b) ☐ 3 1-4 O levels / CSEs / GCSEs (any grades), Entry Level, Foundation Diploma  
☐ NVQ Level 1, Foundation GNVQ, Basic Skills  
☐ 1 5+ O levels (passes) / CSEs (grade 1) / GCSEs (A\*-C), School Certificate, 1 A level/2-3  
☐ AS levels/VCEs, Higher Diploma  
☐ 1 NVQ Level 2, Intermediate GNVQ, City and Guilds Craft, BTEC First/General Diploma, RSA  
☐ 1 Diploma  
☐ Apprenticeship  
☐ 3 2+ A levels/VCEs, 4+ AS levels, Higher School Certificate, Progression/Advanced Diploma  
☐ NVQ Level 3, Advanced GNVQ, City and Guilds Advanced Craft, ONC, OND, BTEC National,  
☐ RSA Advanced Diploma  
☐ 3 Undergraduate degree (eg, BA, BSc)  
☐ 1 Master's degree (eg, MA, MSc)  
☐ Doctorate degree (eg, PhD)  
☐ NVQ Level 4-5, HNC, HND, RSA Higher Diploma, BTEC Higher Level  
☐ 9 Professional qualifications (eg, teaching, nursing, accountancy)  
☐ Other vocational/work-related qualifications  
☐ Non-UK qualifications  
☐ 1 No qualifications  
☐ 3 Prefer not to say

(c) ☐ 3 Yes ☐ 17 No ☐ 4 I don't know ☐ 2 Prefer not to say

(d) ☐ 4 Yes ☐ 18 No ☐ 2 I don't know ☐ 2 Prefer not to say

Total responses for question 9:

26

Total checked. Please proceed to next question

#### 10. Caring responsibilities

(a) ☐ 6 Yes ☐ 17 No ☐ 3 Prefer not to say

(b) ☐ 22 No ☐ 2 Yes, 1-19 hours per week ☐ Yes, 20-49 hours per week ☐ Yes, 50 or more hours per week  
☐ 2 Prefer not to say

Total responses for question 10:

26

Total checked. Please proceed to next question

#### Review findings

For the Legal Services Board's objectives to be achieved, your firm should consider the results in the context of your own strategy and determine tactical changes if required. Please add a comment which summaries the findings for your firm here.

#### Guidance notes for probate diversity questionnaire summary

Please submit the summarised results for your firm using this ICAEW template **only**.

Please do not submit any personal details: This template only captures your firm details, volume data and a review findings comment.

The subtotal for each section must correspond to the number of completed questionnaires that you indicate at the top of the summary.

Firm name: Your firm name

ICAEW firm number: Your C00/A00 firm reference number, if known.

Number of employees: The number of employees asked to complete the questionnaire (this should be all staff).

Completed questionnaires: The total number of staff who did complete the questionnaire.

To note, an individual who did complete the survey but answered 'prefer not to say' to all questions is still considered to have completed the questionnaire.

If one or more questions are not answered, this questionnaire will not be deemed as completed. This should not be counted in the total number of completed questionnaires.

Review findings: By submitting this data you confirm to ICAEW that you have reviewed the results of your diversity survey. Please add a comment which summarises your review.

Further details are available at [icaew.com/probate](https://www.icaew.com/probate) including [ICAEW's data protection statement](#).

Please send this completed Excel template to [regulatorysupport@icaew.com](mailto:regulatorysupport@icaew.com) with the subject line 'Diversity data submission'.

Many thanks for your submission.