

TUC Equality Audit 2014

Improving representation and participation in trade unions



Contents

Foreword	2
Executive summary	3
Introduction	7
<hr/>	
Section A	8
Labour market diversity and representation in unions	
Section B	12
Improving representation in membership and participation	
Section C	33
Creating inclusive campaigns and communications	
Section D	35
Reflecting diversity in services and training	
Section E	38
Union rules on equality	
Section F	40
Equality audits and action plans	
Section G	42
Unions as employers	
Appendix 1	44
Unions responding to the audit	
Appendix 2	45
TUC equality structures	

Foreword

It is more than a decade since the TUC carried out its first equality audit. I'm pleased to say that in that time we've seen real progress in unions' efforts to advance equality in the workplace and to reflect the diversity of the workforce in their membership.

Three-quarters of union members are now in unions that have made commitments in their rulebooks to tackle discrimination and pursue equality in all that they do. Nine in ten members are in a union with a clear plan of action to make this commitment a reality. More unions have taken the necessary steps to monitor and measure progress against their plans.

But, despite these achievements, challenges remain. As this audit shows, more needs to be done to encourage women and BME members into mainstream union roles and to get them properly represented at senior levels. Unions need to build on recent efforts to make LGBT and disabled workers feel safe and supported in union settings so they can be open about their identity and any problems they might be experiencing at work. Union membership is ageing at a faster pace than the wider workforce so we must find new ways to engage young workers and get them active within the movement.

It isn't just morally right to do these things: it is essential for the future of the movement. If unions can't recruit from all sections of the workforce and don't get equal participation in their bargaining and decision-making then they will struggle to sustain and grow their membership. Without strong unions, the workplace will be a less fair and more unequal place for everyone.

I hope this audit will play a part in helping unions achieve this goal. As with the earlier audits, it is full of statistics and examples of good practice. It should give unions the chance to reflect on how representative they are, to benchmark what they do against others and to learn from others what works.



Frances O'Grady
General Secretary

Executive summary

The TUC Equality Audit 2014 looks at the steps trade unions are taking to ensure they reflect the diversity of the workforce. It provides examples of how unions are encouraging under-represented groups into membership and activism and how they are giving them a voice in their internal democracy.

Questionnaires were sent to all 54 TUC-affiliated unions in November 2013 for completion by the end of January 2014. Completed questionnaires were received from 36 unions – two-thirds of affiliates (lists of respondents and non-respondents can be found in Appendix 1). The last time a similar audit was carried out was 2011.

The response rate was not as good as previous years. However, this audit covers over 5.6 million members or 95 per cent of TUC-affiliated union members. The difference in response rates means some caution needs to be exercised when making comparisons with previous years.

The audit was carried out by the Labour Research Department on behalf of the TUC.

A. Labour market diversity and representation in unions

Women

- ❖ In 2013, 49 per cent of UK employees and 55 per cent of union members were women.
- ❖ In the majority of unions providing data in their audit response, women were under-represented relative to the proportion in membership among shop stewards, health and safety reps, branch officers and union conference delegates and on TUC Congress delegations and union executives.
- ❖ In most unions, women were well represented – often over-represented – in union learning rep and equality rep roles.
- ❖ In 2013, 42 per cent of TUC Congress delegates were women and 45 per cent of TUC General Council members were women.

BME workers

- ❖ Union density is highest for the Black/Black British ethnic group.
- ❖ Those identifying as Asian/Asian British or as Chinese or other ethnic group are under-represented in union membership, as are migrant workers.
- ❖ In the majority of unions providing data in their audit response, people from a BME background were under-represented relative to the proportion in membership among shop stewards, health and safety reps and union conference delegates and on union executives.
- ❖ In most unions, they were well represented or over-represented among union learning reps and equality reps. In just over half of unions, they were well represented among TUC Congress delegates.

Disabled workers

- ❖ Disabled workers are more likely to be union members than those who are not disabled.
- ❖ Monitoring data from trade unions suggests an under-reporting of disability among members, whereas activists are more likely to be open about a disability or consider themselves disabled.

LGBT workers

- ❖ Monitoring data from trade unions suggests that many members are still reluctant to reveal their LGBT status for membership records, but those who are active within the union are more likely to be open about it.

Young workers

- ❖ Young workers are under-represented in union membership – 38 per cent of employees are under 35 compared to 23 per cent of union members.
- ❖ In all the unions that provided data, young workers were under-represented relative to the proportion in membership among union learning reps, health and safety reps and on union executives. In most unions they were under-represented among branch officers and equality reps and on TUC Congress delegations.

B. Improving representation in membership and participation

Equality monitoring

- ❖ There has been a significant increase in the proportion of unions carrying out equality monitoring since 2011. The progress is particularly evident in the number of unions monitoring the make-up of their membership.
- ❖ The biggest changes in monitoring have been in the more sensitive areas of disability (47 per cent of unions now monitor for membership records, up from 27 per cent in 2011) and LGBT status (31 per cent now monitor, up from 13 per cent in 2011). This suggests a growing confidence among unions in discussing these issues and encouraging a more open and inclusive culture for disabled and LGBT people.
- ❖ Not all of the large unions carry out comprehensive monitoring. As a result, despite improvements, only 51 per cent of union members are asked about their disability and 44 per cent are asked about their LGBT status for union membership records. By contrast, 99 per cent are asked about their gender, 83 per cent about their age and 77 per cent about their ethnicity.

Targeted recruitment

- ❖ More unions were taking specific action to encourage under-represented groups into membership.
- ❖ Young workers are the group most likely to be targeted (53 per cent of unions target them).
- ❖ But the biggest change is the rise in the proportion of unions actively reaching out to LGBT workers – half of unions now do so compared to 38 per cent in 2011.

Encouraging participation

- ❖ The proportion of unions that are taking steps to break down the barriers to participation and progression in union structures for BME, disabled, LGBT and young members has expanded considerably since 2011.

- ❖ The number undertaking similar activities for women and migrant workers has contracted slightly.

Equality staff

- ❖ More unions employ equality officers at national level – 69 per cent of unions have an officer covering overall equality compared to 58 per cent in 2011. However, in three-quarters of these unions the officers have other responsibilities besides equality (up from 61 per cent in 2011).
- ❖ It is mainly the smallest unions who do not employ equality staff so 99 per cent of union members are in a union that has a national equality officer.
- ❖ More of the larger unions are employing staff with responsibility for equality at regional or sector level but there has been a decline in the number of unions employing staff with specific responsibility for women and BME and LGBT issues at this level. In almost all the unions with regional or sector-based equality staff the officers have other responsibilities besides equality.

Equality reps

- ❖ Half of unions have provision in their rulebook or a practice of appointing or electing equality reps at branch or workplace level. This includes many of the larger unions, so 87 per cent of union members are now in a union that has equality reps.
- ❖ However, this does not mean all these members have access to an equality rep in their branch or workplace as it is still a relatively new development and not all positions are filled.
- ❖ Some unions reported that they were struggling to meet their ambitions to increase the number of equality reps because lack of statutory rights, cuts to facilities time and increasing workload pressures were discouraging members from volunteering for the role.

Equality committees

- ❖ The biggest change is in the number of unions with a committee or similar body at national level for young members – 46 per cent now have one, up from 34 per cent in 2011.

- ❖ The proportion of union members who are in a union with an overall equality committee or similar body is 92 per cent and around 80 per cent of members are in a union with a women's, BME, disabled workers', LGBT or young workers' committee at national level.

Reserved seats

- ❖ Only a small minority of unions use reserved seats to improve representation on their senior decision-making bodies, branch committees and delegations.
- ❖ However, as a number of the large unions use reserved seats the proportion of union members covered by this practice is considerably higher. For example, only 17 per cent of unions have reserved seats for women on their national executive but 61 per cent of union members are in a union with such seats.
- ❖ The biggest change since 2011 has been in the number of unions using reserved seats to boost the representation of young members. For example, 11 per cent now have a reserved seat for young members on their executive compared to just 2 per cent three years ago. The unions with such seats account for nearly half of union members.
- ❖ Another significant change is in the number of unions with reserved seats for women on branch committees. Five of the largest unions now have such seats (UNISON, Unite, PCS, GMB and CWU), accounting for 67 per cent of union members.

Equality conferences and seminars

- ❖ More unions are running national equality conferences or seminars for all the groups, with the biggest increase being for young members – 47 per cent up as opposed to 33 per cent in 2011.
- ❖ Over 90 per cent of union members are in a union that holds a conference or seminar at national level for LGBT and young workers, over 80 per cent are in a union that holds such an event for BME and disabled members, and 67 per cent are in a union that holds such an event for women.

C. Inclusive campaigns and communications

- ❖ Around three-fifths of unions have taken steps to ensure their campaign materials and communications are accessible to people with visual or hearing impairments and a similar proportion provide material in languages other than English (most commonly Welsh or East European languages).
- ❖ Most of the larger unions (86 per cent) took action to ensure materials reflected a diverse membership and did not cause offence and half of these unions also took steps to encourage their branches to do the same.
- ❖ Half of all unions considered or monitored the impact on equality of any campaigns they were planning to run – in some cases, differentiated materials were provided to target the concerns of different groups.

D. Reflecting diversity in services and training

- ❖ A declining proportion of unions are providing differentiated services or training for particular groups of members.
- ❖ Against this general trend, there has been a rise in the number of unions providing website areas or web-based services for women members and for particular age groups.
- ❖ Fewer unions are providing training courses for particular groups but a growing proportion are taking steps to make their general education and training courses more inclusive and the majority of unions are monitoring who attends their training and education.

E. Rules on equality

- ❖ Three-quarters of unions have adopted the TUC model equality clause, covering just over three-quarters of union members.
- ❖ In addition, 39 per cent of unions (covering 78 per cent of union members) have a rule enabling them to expel or refuse membership to individuals who are members or activists of far right or racist political parties.

F. Equality audits and action plans

- ❖ A third of unions now carry out their own equality audits and 56 per cent of unions have an equality action plan (up from 27 per cent in 2011).
- ❖ Most union members (90 per cent) are in a union that has an equality action plan in place.

G. Unions as employers

- ❖ Over four-fifths of unions have an equal opportunities policy that applies to their own staff.
- ❖ The majority of unions provide equality and diversity training to their staff and in some cases this is mandatory for all or certain groups of staff.
- ❖ A majority of unions have reviewed staff pay and conditions to ensure that they are not discriminatory, most commonly on gender grounds.
- ❖ Most unions say flexible working is available to all staff.
- ❖ There have been significant increases in the proportion of unions carrying out equality monitoring of their workforce. As with membership, the biggest increases were in monitoring LGBT status and disability.

Introduction

The TUC Equality Audit 2014 looks at the steps trade unions are taking to ensure they reflect the diversity of the workforce and how they are promoting equality and tackling discrimination in all that they do.

Questionnaires were sent to all 54 TUC affiliated unions in November 2013 for completion by the end of January 2014. Completed questionnaires were received from 36 unions, representing 67 per cent of affiliates. This is a significantly lower response rate than for the last equivalent audit in 2011. Then, 48 out of 55 TUC affiliates participated, a response rate of 87 per cent.

In 2011 only one union with more than 10,000 members failed to respond to the Audit as well as six unions with fewer than 10,000. However, in 2014 six unions with more than 10,000 members failed to respond and 12 unions with fewer than 10,000.

The smaller number of unions responding makes comparison with previous years difficult. While the percentage figures for the latest year may at times look higher than in 2011, the base of unions covered is different, so caution must be exercised.

Although the response rate was not as good as previous years, the 2014 audit covers over 5.6 million members or 95 per cent of all TUC-affiliated union members.

The audit was carried out by the Labour Research Department on behalf of the TUC.

SECTION A

Labour market diversity and representation in unions

This section is based on Labour Force Survey data on trade union membership¹ as well as data received from trade unions in response to the audit and TUC monitoring data.

Women

Women make up 49 per cent of UK employees. For over a decade, union density has been higher among women than men. In 2013, 55 per cent of union members were women.

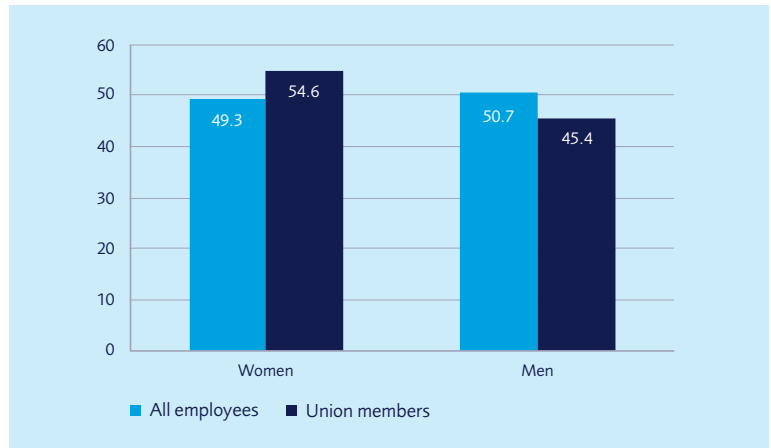
Trade union density is highest for women in professional occupations (60 per cent are union members compared to 30 per cent of men in professional occupations). Teachers, midwives and nurses are examples of professions that are female-dominated and highly unionised and therefore account for a high proportion of female union members.

In most of the non-professional groups, men are more likely to be union members than women. Part-time workers are also under-represented in trade unions, the majority of whom are women.

Twenty-five out of the 36 unions (69 per cent) provided data on the proportion of women in membership and the proportion of women in various union positions, though not all could provide data for all the union positions. The unions who provided data were: AEP, ASLEF, ATL, BECTU, CSP, CWU, Equity, FDA, GMB, MU, NACO, Napo, NASUWT, Nautilus, NUJ, PCS, Prospect, RMT, SOR, TSSA, UCU, UNISON, Unite, Usdaw, WGGB. (Section B includes information on the extent of equality monitoring within trade unions.)

Among these unions, the proportion of women in membership varied from 4 per cent to 81 per cent. This reflects the wide variation in workforce composition in some of the sectors and occupations in which the unions organise. (Section B includes examples of how unions in male-dominated areas are encouraging more women to enter those occupations.)

Representation of women in union membership (%)



In the majority of the unions providing data, women were under-represented relative to the proportion in membership among shop stewards, health and safety reps, branch officers, union conference delegates and TUC Congress delegations and on union executives. In most unions, women were well represented, or often over-represented, among union learning reps and equality reps.

TUC data from Congress 2013 showed that 42 per cent of delegates were women and the proportion of women speakers at Congress was 38 per cent.

In 2013, 26 out of 58 members (45 per cent) of the TUC General Council were women.

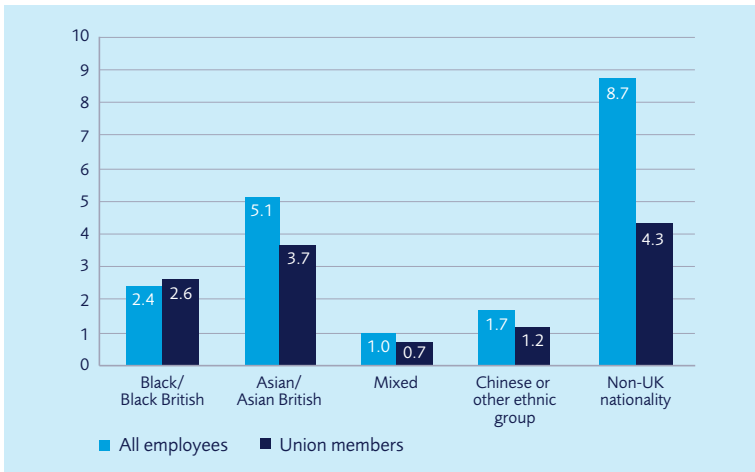
BME workers

Union density is highest for the Black/Black British ethnic group – 2.4 per cent of all employees are from this group whereas 2.6 per cent of union members are. Those identifying as Asian/Asian British and Chinese or other ethnic group are under-represented in union membership – 5.1 per cent of all employees are Asian/Asian British compared to 3.7 per cent of union members and 1.7 per cent are Chinese or other ethnic group compared to 1.2 per cent of union members.

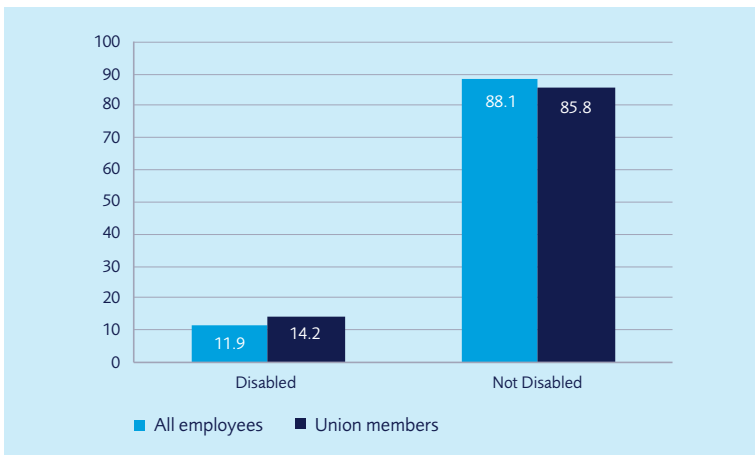
Migrant workers are also under-represented in union membership – 8.7 per cent of employees have a non-British/non-UK nationality whereas 4.3 per cent of union members do.

¹ Trade Union Membership 2013: Statistical Bulletin (BIS, May 2014)

Representation of BME groups and migrant workers in union membership (%)



Representation of disabled workers in union membership (%)



Across all the BME groups, women are more likely to be trade union members than men. The biggest difference is between Asian women and men. In 2013, 26 per cent of Asian women were in a trade union compared to 15 per cent of Asian men.

Sixteen out of the 36 unions responding to the Audit (44 per cent) were able to provide data on the proportion of people from a BME background in their membership and in different union positions, although only a few could provide data for all the positions. The unions who were able to do so were: ASLEF, BECTU, CSP, CWU, FDA, Napo, NASUWT,

Nautilus, NGSU, NUJ, PCS, Prospect, RMT, UCU, UNISON and Unite.

Among these unions, the BME population made up between 2 per cent and 16 per cent of their membership. This largely reflects the variation in workforce composition in the different sectors and occupations that the unions organise in.

In a majority of the unions, BME groups were under-represented relative to the proportion in membership among shop stewards, health and safety reps and conference delegates and on union executives. In most unions, they were well-represented or over-represented among union learning reps and equality reps. In addition, in four out of the seven unions that provided the relevant data, BME members were well-represented or over-represented on TUC Congress delegations.

According to TUC monitoring data for Congress 2013, 12.4 per cent of delegates were from a BME group.

Disabled workers

According to the Labour Force Survey, disabled employees are more likely to be union members than non-disabled employees – 14.2 per cent of union members were disabled in 2013 compared to 11.9 per cent of all employees.

Monitoring disability is more problematic than monitoring by gender, age or ethnicity. Some individuals may not want to disclose a disability and some may not consider themselves disabled, for example, if they have a condition that is well managed.

As Section B shows, the audit found that more unions carried out disability monitoring in 2014 compared to 2011. Thirteen out of 36 unions responding to the Audit (36 per cent) were able and willing to provide data on the proportion of their membership who considered themselves disabled and the proportion in various union positions. They were: BECTU, CSP, CWU, FDA, Napo, NASUWT, NGSU, NUJ, PCS, Prospect, SOR, UCU and Unite.

Looking at the data, it seems that there is still a degree of misunderstanding or unease among members when they are asked about whether they are disabled for union membership records. Among

the unions that provided data, the proportion of members who considered themselves disabled varied from 0.1 per cent to 8 per cent, some way behind the proportion of disabled union members according to the Labour Force Survey.

The data also suggested that among the majority of these unions, disabled members were well represented or over-represented in all union positions. However, what the data is more probably showing is that those who have taken up an active role within the union are more comfortable about declaring a disability or are more likely to consider themselves disabled.

The accuracy of the union monitoring data should improve as more unions repeat and refine their questioning and as they raise awareness and understanding of disability issues.²

TUC monitoring data shows that 12 per cent of delegates to Congress 2013 identified as disabled.

LGBT workers

There are no reliable official statistics on the size of the LGBT workforce. A question about sexual orientation was included for the first time in the Office for National Statistics' (ONS) General Household Survey in 2010. Just 1.5 per cent of the population were willing to identify as LGB. In large parts of the country and among older age groups, very small proportions of people answered the question positively, which suggests LGB people over 60 or living in the countryside were less comfortable about being open about their sexual orientation.

As Section B shows, there has been a significant increase in the number of unions that are monitoring the LGBT status of their members, lay reps and officers. However, only 8 unions (22 per cent of unions responding) were able and willing to provide data in their audit response. The unions that did provide data were: FDA, Napo, NASUWT, NGSU, NUJ, PCS, UCU and Unite.

Among these unions, the proportion of the membership identifying as LGBT varied from 0.2 per cent to 2 per cent. As with disability monitoring, it is likely that as unions repeat this kind of monitoring and do more to promote awareness and understanding of LGBT issues, those identifying as LGBT will increase.³

Also, as with disability, the data suggests that in a majority of these unions LGBT members were over-represented at all the various levels of the union; but what is more likely to be the case is that those who are active in union structures are more willing to be open about their LGBT status to the union.

TUC monitoring data for Congress 2013 showed that 6.2 per cent of delegates identified as LGBT.

Young workers

The UK workforce is ageing. The ONS estimates that by 2020 a third of the working age population will be over 50 and employment rates for those aged 50–64 and over 65 have increased significantly in the past decade.

Older groups are over-represented in union membership – 27 per cent of all employees are aged 50 plus whereas 37 per cent of union members are.

Unions need to focus on the under-representation of young workers in their membership – 38 per cent of employees are aged under 35 compared to 23 per cent of union members.

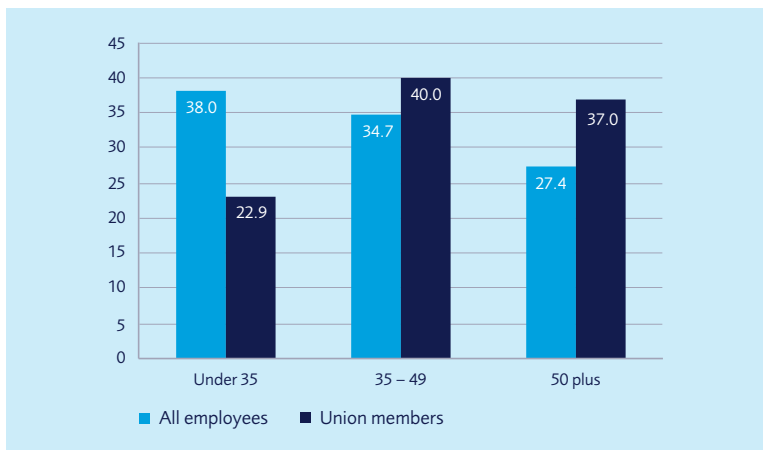
The audit survey asked unions what campaigns, structures, training etc. they have in place to improve the representation of young workers. Unions use their own definition of young worker. The cut off varied from 25 to 35 years old.

Sixteen unions (44 per cent) provided data on the representation of young workers in their membership and structures. They were: ASLEF, ATL, CSP, CWU, NASUWT, Nautilus, NGSU, NUJ, PCS, Prospect, RMT, TSSA, UCU, UNISON, Unite and Usdaw. The proportion of their membership categorised as young varied from 0.5 per cent to 34 per cent. These percentages partly depend upon

² See the TUC's *Disability and Work* guide for advice on disability monitoring.

³ See the TUC's *LGBT Equality at Work* guide for advice on sexual orientation and gender identity monitoring.

Representation of different age groups in union membership (%)



the age cut off chosen by the union as well as the workforce profile in the sectors and occupations in which the unions organise.

In all the unions that provided data, young members were under-represented relative to the proportion in membership among union learning reps and health and safety reps and on the union executive. In most unions, they were also under-represented among branch officers and equality reps and on TUC Congress delegations, and in three-quarters of them young members were under-represented among union conference delegates.

TUC monitoring data showed that at Congress 2013, 7.8 per cent of delegates were aged 35 or under.

SECTION B

Improving representation in membership and participation

Equality monitoring

Monitoring is often seen as the essential starting point for any organisation that is serious about improving representation and tackling barriers to participation and progression. Without monitoring it is hard to understand the nature and extent of under-representation and it is impossible to assess whether actions have led to improvements over time.

There appears to have been positive progress in the number of unions carrying out monitoring since the 2011 TUC Equality Audit, as the percentage of unions that do so is significantly higher, even when the different number of unions responding to the audit is taken into account.

Membership monitoring

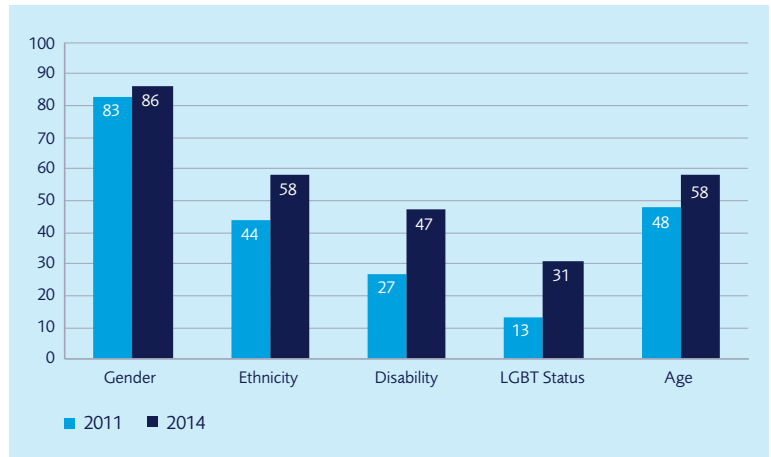
The progress is particularly evident in the number of unions monitoring the make-up of their membership. Most unions already gathered information on the proportion of women in their membership, but the number that do so for BME, disabled, LGBT and young members has risen significantly. Nearly half of unions (47 per cent) now ask members for information about their disability status (up from 27 per cent in 2011) and 31 per cent ask about their LGBT status (up from 13 per cent in 2011). For LGBT status in particular, many unions would have considered such monitoring not possible a few years ago.

However, not all the large unions carry out comprehensive monitoring for their membership records. So, despite the improvements, only 51 per cent of union members are asked about their disability and 44 per cent are asked about their LGBT status. By contrast, 99 per cent of union members are asked about their gender, 83 per cent are asked their age and 77 per cent are asked about their ethnicity.

Monitoring of reps and officers

The number of unions that monitor the make-up of their learning reps, health and safety reps, branch officers and equality reps has risen significantly since 2011. Monitoring the LGBT status of these post-holders has moved from being a rare phenomenon to something carried out by around one in five unions.

Unions monitoring membership by protected characteristic (%)



There has also been a growth in the proportion of unions carrying out equality monitoring at their delegate conferences.

But progress in monitoring the make-up of unions' national executives has been less impressive, with the proportion gathering information on disability at this level actually declining since 2011.

Developments in monitoring

TSSA has improved its membership database to be able to record personal characteristics. It is also implementing a members' intranet so members will be able to update their own personal information.

Unite encourages members to amend their profile on the membership system as it feels many would not want to declare their disability, sexual orientation or gender identity on paper membership forms.

Similarly, the AEP has introduced a voluntary online and updated reporting system. So far this has only been completed by a minority of members, but the union says the implementation of this new system was a significant step forward in its equality work.

In 2010, BECTU adopted a policy of monitoring its national committees to establish how well they reflected the diversity of its membership. This exercise also helped to familiarise activists with equality monitoring (which the union notes is not very common in some parts of the private sector).

CWU assesses its record on equality

Two years ago, the CWU embarked on an ambitious project to ensure that its structures and rules were inclusive and to remove any barriers to participation for under-represented groups.

General Secretary Billy Hayes said: "The CWU's decision to prioritise proportionality recognises the changing composition of the workforce in the communications sector. Promoting women and ethnic minority members at every leadership level isn't just morally right, it is also a matter of practical survival for the union."

The union sees this exercise as a test of whether its paper policies and rules are actually working and making a difference on the ground.

It has carried out detailed research into its membership and activist data, producing a very clear analysis of how proportionate it is. The union now knows, for example, that nearly 15 per cent of

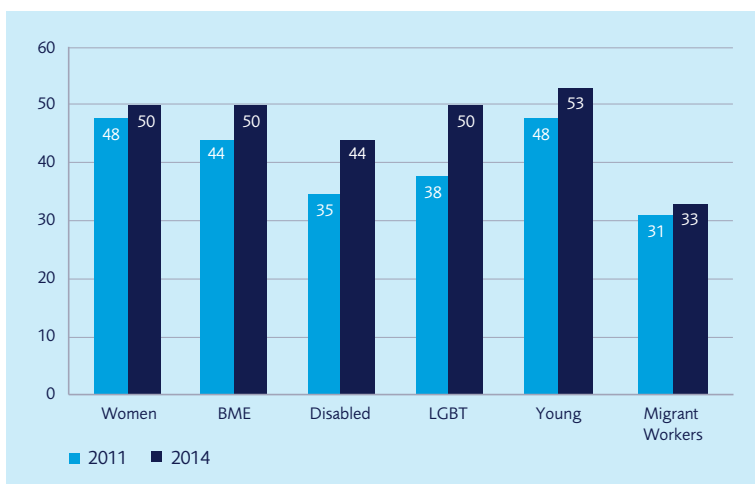
CWU members are from ethnic minorities (around one in seven members).

It also now knows that the proportion of women workers in the communications sector is increasing and will continue to increase in the future. The same is true of part-time work. Its part-time members are twice as likely to be women and under 30 years old than its full-time members. The CWU says this information will help it to maintain its relevance to current and potential members.

The union has consulted widely with 20 of its branches, its equality advisory committees and its industrial and national executive committees.

It has also produced two booklets called *Building Tomorrow Together* – one aimed at women and one aimed at young workers – to help identify ways to promote their participation and progression within the union.

Unions taking action to recruit from different groups (%)



The CSP is to launch a new customer relationship management system in 2014 through which it expects to be able to monitor the diversity of its national executive (CSP Council) and other committees.

Targeted recruitment

Many unions undertake specific activities to encourage people from particular groups into membership and the proportion doing so has increased since 2011.

Young people are the most likely group to be targeted but the sharpest increase has been for LGBT recruitment activity. Half of unions are reaching out to LGBT workers compared to 38 per cent in 2011. There has also been a significant rise in the proportion of unions targeting disabled workers – 44 per cent of unions reported activity aimed at them, up from 35 per cent in 2011.

Women

Since 2010 the FDA has co-organised an annual Women into Leadership conference, which is open to all women in the civil service – not just FDA members. Over 1,000 have attended to date and the union says it has helped boost the number of women members.

BECTU has held a networking event with Reel Angels, a women-only agency for camera, sound and lighting professionals.

Pioneering Prospect women in STEM workplaces

Prospect's campaign to raise the profile of professional women in male-dominated industries, particularly those in science, technology, engineering and mathematics (STEM), has helped attract and engage women in the union. The campaign included the production of a 'Prospect pioneers' calendar to celebrate the success of its women members in male-dominated areas and to help inspire the next generation.

One of the 'pioneers' featured in the calendar was Lindsay Chapman, who is also a longstanding Prospect member, branch chair and senior research scientist. She explained why it was so important for the union to play a role in getting more women into male-dominated STEM occupations: "Joining a union is not just about insurance for when things go wrong. To improve recruitment we've got to campaign to make the workplace a better place, particularly for women, who won't want to speak out about issues on their own. Being in a minority, you do wonder 'is it just me?', at the same time, you

might be trying to progress in your career so you don't want to put your head above the parapet."

She believes that getting more women in STEM would lead to culture change and make the workplace better for everyone, for example, by encouraging more flexible working and challenging the lazy stereotyping that is especially prevalent when people are under stress or face workload pressures.

With the support of her employer, Lindsay organised an event in her workplace open to all Prospect women members on workplace culture and how to change it. She said it was also an opportunity for women who were in a minority or sometimes the only woman in their workplace to network and meet others with similar experiences and possibly potential solutions. She has since organised an event in her workplace for Prospect members, who were each invited to bring along a member of management so that they could come up with a joint action plan to make the workplace better for women in STEM.

The PFA has extended membership to players in the Women's Super League and it has launched a Women's Player of the Year Award at the PFA Players' Player of the Year Awards 2013, ensuring greater visibility for the women's game and the women who play it.

A number of unions have run public campaigns on issues of particular relevance to women working in their industries, which helped to get more women workers into membership.

The NUJ has organised two meetings on sexism in the media and it has spoken out about bullying and harassment across the media and particularly in the BBC. This has resulted in new members at the BBC and from across the wider sector.

Usdaw regularly runs women-centred campaigns and recently these have included campaigns on women's safe journeys to work and on older women workers.

TSSA has run campaigns for fair pay and equal pay and held an equal pay event at Westminster to celebrate equal pay claimants at Network Rail.

The NASUWT has run many campaigns on issues of interest to women teachers over the last three years. One high-profile one was its Declaration of Intent for Global Equality for Women and Girls to commemorate World Teachers' Day in 2013. The Declaration calls for universal and free primary and secondary education for girls, sex and relationships education as an entitlement for all children, urgent action to ensure girls' access to education free from violence, intimidation and sexual abuse, positive action to increase the representation of women in leadership roles and an end to child labour.

BME workers

A number of unions have launched initiatives aimed at helping BME workers, which can have the spin-off of attracting them into union membership.

The FDA has organised an annual BME into Leadership conference, which is open to BME staff at all grades in the civil service – not just existing FDA members. Almost 500 people have attended this event since it first ran in 2011. The FDA has also worked with BME students to encourage them to

Unions fight for a more representative media

The NUJ has campaigned for better representation of BME journalists in the media and its union charity, the George Viner Memorial Fund, also raises awareness of this issue. The fund, established in 1986, has contributed to the costs of journalism training of 180 BME students. The NUJ has recruited new members on the back of this awareness-raising work and the charity's annual ceremony.

Speaking at this year's award ceremony, Damien Gayle, a BME journalist for *Mail Online* and an NUJ member, said: "As black journalists, we are outsiders to the prevailing status quo and that is why it is important that we stick at it and take part in the struggle to change the status quo if we want to change the world."

BECTU has also been campaigning on behalf of BME media professionals. In partnership with

The Voice newspaper, it has been campaigning to maintain specialist black music and community programming, which the radio station Choice FM used to provide until it was unilaterally dropped in October 2013 by its owners Global Radio. BECTU made a formal complaint to Ofcom and it is still waiting for the regulator's verdict. The union says that, while this was not a direct recruitment drive, it did demonstrate to the black community that the union was prepared to fight on black issues, for which it has gained a lot of recognition and goodwill.

BECTU's longstanding Move on Up programme, which links BME professionals with industry executives, also continues to run. In 2012 the union organised a Move on Up event with the BBC at its newly expanded base in Salford, and over 100 BME professionals attended.

apply for graduate entry schemes such as the Civil Service Fast Stream. Working with the employer, the union has contributed to a measurable increase in applications from BME candidates. As a result it was shortlisted for the Civil Service Equality Awards in 2013.

Unite's London & Eastern region has set up a management and supervisory training programme jointly with a bus industry employer to increase promotion opportunities for under-represented workers, particularly BME employees. The training is aimed at employees who are currently working as bus drivers, engineers and administrators or in other non-management/non-supervisory roles. Although there is no guarantee of promotion, it clearly improves the chances of being promoted in the future. Unite has provided tutors and support to those taking part in the training.

This year, Napo is launching a new initiative – the Napo Black Network (NBN) – which will create a forum for BME members to share their experience of working in the Probation Service and Cafcass and of being Napo members. The union will be working closely with the autonomous staff associations that already operate in the Probation Service. The

network will be used as a platform to guide Napo's work to recruit more members and activists from BME groups.

Responding to concerns raised by members, Equity organised an event on the lack of opportunities for East Asian actors in theatre and arranged auditions for East Asian actors with leading casting directors. More East Asian performers joined the union as a result.

Other unions have published leaflets and guides aimed at BME workers, including *Serious about Race Equality?* – a NASUWT booklet summarising the key issues around race equality in every aspect of education that was disseminated at all political conferences and was distributed nationally and internationally. UCU produced a BME workers' survival guide giving advice on rights at work and also how to access support from the union.

Disabled workers

The FDA organises at least one event each year to celebrate UK Disability History Month, which is usually open to non-members as well as members and so acts as a good recruitment initiative. The union has also worked with disabled students, notably those with hearing impairments, to encourage them to apply for graduate entry schemes.

TSSA's neurodiversity programme uncovers 'hidden disabilities'

The 2011 TUC Equality Audit recorded that the TSSA had undertaken a project on workers with dyslexia. Since then, this has evolved into a wider programme on 'neurodiversity', a term covering dyslexia, dyspraxia, dyscalculia, attention deficit disorders (ADD/ADHD), and autistic spectrum disorders (autism/Asperger syndrome).

In 2012 the union commissioned the report *Neurodiversity in the Workplace*. Following this, and using money from the Union Learning Fund, TSSA employed two part-time neurodiversity organisers and now has 33 neurodiversity champions in workplaces, who actively promote awareness and visibility of these 'hidden disabilities'.

The neurodiversity champions have undergone training that enables them to screen people for potential signs relating to neurodiversity. They can then signpost them to further assistance and advocate for effective reasonable adjustments and inclusive workplace policies and practices. The union has also conducted some neurodiversity awareness training with employers and the wider membership to raise awareness among their managers and workers.

One TSSA neurodiversity champion who helped signpost a member to support described the result: "I received a call from our TSSA member who had a dyslexia screening... She said that it was such

a great relief that, after 26 years, she has some understanding of why she has struggled with reading, and broke down in tears at the office there. She is going to go for a full assessment so that she can be diagnosed fully and helped. She feels today has made a very positive difference to her life. Times like this make you feel proud to know that you've been able to help someone as part of the neurodiversity champion role."

A TSSA member commented: "I had been diagnosed at school with Asperger syndrome, which is a form of autism, but due to the negative experiences that I had come across in my past I never had disclosed this to my manager. However there were parts of my daily life in the workplace that I really struggled with and found quite stressful. My neurodiversity champion gave me the confidence and support to speak to my line manager and helped me to put some adjustments in place that now give me much more support in my working life".

A number of other unions have begun to train reps on neurodiversity issues and the TUC has recently published its first ever guidance, *Autism in the Workplace*.⁴

⁴ www.tuc.org.uk/equality-issues/disability-issues/tuc-launches-its-first-guide-autism-workplace

Equity organised an event with leading casting directors for disabled members. This showcased the value of union membership to non-union disabled performers.

LGBT workers

Several unions hold activities during LGBT History Month and have a presence at Pride events around the country.

UNISON has developed recruitment materials for LGBT members and specific materials for bisexual members and trans members. It has a regional programme of participation in Pride and other LGBT community events. Annual awards for the best LGBT recruitment and organising initiatives

are presented by the union's president at its annual LGBT conference.

The NUJ organised a meeting on reporting LGBT issues in the media, which resulted in ex-members rejoining the union and new applications for membership.

PCS's self-organised LGBT network, PCS Proud, ran a very successful and high-profile social media campaign called Proud to be Gay, Mr Putin, which drew in LGBT members.

The NASUWT has carried out a number of activities to support LGBT teachers, two-thirds of whom report that they do not feel safe being 'out' in schools. Recently, these activities have focused more

GMB Shout! is putting the T back in LGBT

The GMB's LGBT self-organised group, GMB Shout!, has a two-year project called Putting the T back in LGBT, which is aimed at raising member, employer, union, national and international awareness of the transgender community, their rights and supporting them in and out of work.

As part of the project it produced a pioneering toolkit for union workplace reps on transgender equality. The toolkit was devised and written by GMB trans members and LGB activists. It includes essential guidance, for example on definitions, legal rights, support for members who are

transitioning and monitoring of gender identity, and includes a checklist for transgender equality in the workplace.

Clair, a GMB trans member who participated in the project, explained the importance of changing attitudes in the workplace and providing support to trans workers: "At the beginning coming out as a trans person is very hard. The people you work with might just think it's a big joke – it's weird, not the norm – I've had to deal with that over the past 14 years. There needs to be better representation of trans people and employees need to be educated about trans issues."

on trans issues, including awareness training on trans issues for pupils and school staff. The union's guidance on tackling homophobia has also been updated with new sections on trans and bi phobia.

The PFA says it is working closely with football players who have recently come out as LGBT and it is looking to provide a support network for LGBT players.

Young workers

A number of professional-based unions run campaigns among students, rather than specifically younger workers. For example, AEP targets educational psychologists on doctoral training courses and CSP has a student officer who visits all universities and encourages students to join the union. The MU also gives talks at colleges and universities.

Student visits are a key feature of teaching unions' recruitment activities and there is a high degree of competition between the unions to recruit students and newly qualified teachers. This has led them to offer free or reduced-rate subscriptions in the first year or two of membership and other attractions, such as specific benefits and careers advice for young teachers.

The NUJ has recently stepped up its work to recruit student journalists, holding a conference in 2013 for students and young members.

Nautilus has established a young maritime professionals' forum and Prospect is establishing young professionals networks in all its branches. UCU has an 11,000-strong UCU Early Careers Network that produces bulletins and resources for staff starting out in their careers.

Unite's young worker recruitment activity has focused on apprentices. Unite Ireland is running an organising campaign targeting 400 young electrical apprentices in workplaces and technical colleges. It has developed a social media strategy with its own Twitter account. It has also been given a slot in the e-magazine that goes out to all electrical apprentices.

Unite has also worked with the biggest provider of apprenticeship placements in the building services industry to address the under-representation of BME people in apprenticeships. The agreed actions include: using more diverse role models to visit schools; interrogating the recruitment and selection process at every level to find out where the barriers are; setting up a BME focus group to find out the specific issues affecting BME apprentices; and raising awareness with employers.

Migrant workers

The CSP is one of the unions carrying out specific recruitment activities around migrant workers. It ran an Induction Day for overseas qualified physiotherapists in 2013. The event was held by popular demand and aimed to give physios who are

new to the UK an opportunity to gather information, access resources and network with colleagues who have been through the process in the past. Of the 50 people registered for the event, 31 were non-members, so it was a good opportunity for the union to promote the benefits of membership.

Nautilus has developed recruitment materials and collective agreements with employers of migrant workers to ensure adherence to international benchmarks. It also has bilateral arrangements with unions based outside the UK to ensure that their members on UK ships are adequately represented.

A number of unions have been involved in initiatives that make clear that the union is there to support migrant workers. These include the NUJ, whose branches have worked with asylum seeker and refugee members, and the UCU, which campaigns vigorously for changes to the points-based immigration system which, it says, has a negative impact on international staff and students. The UCU is also establishing a network for international workers in the sector.

Other categories

UNISON has recently formed a Strategic Organising Unit to identify barriers to participation and to encourage greater involvement from hard to reach groups. It is particularly targeting low-paid and part-time workers.

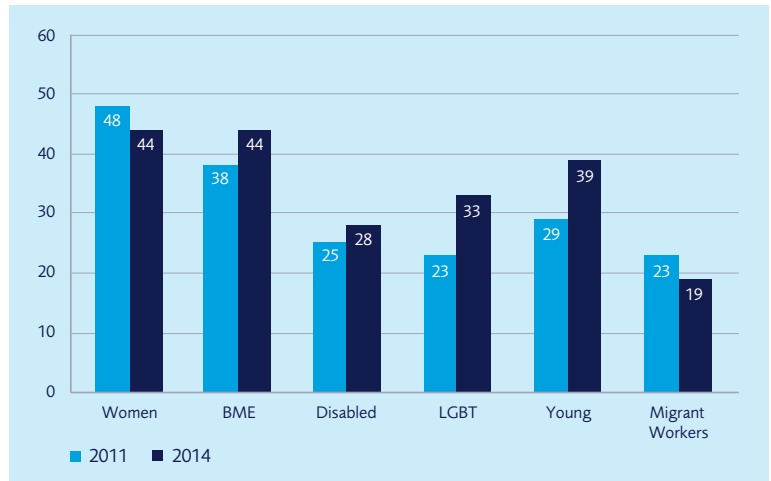
TSSA's Community Organising Team has engaged with faith leaders at both national and some local levels. It says its vision is to build long-term relationships with community groups including faith groups and to form alliances on issues of common self-interest, in particular transport and public ownership of rail but also poverty, the living wage and anti-austerity issues.

The PFA has been engaging closely with Muslim and Jewish football players and their employers over their specific faith requirements.

Encouraging participation

Unions were also asked if they had taken any specific action to encourage members from different groups to become a rep or lay officer of the union. The proportion that have done so has expanded considerably in the case of BME, disabled, LGBT and

Unions encouraging members from different groups to become shop stewards/branch officials (%)



young members but has contracted slightly in the case of women and migrant workers.

Notable changes since 2011 are the significant increases in activity to recruit new reps among LGBT and young members. Along with the raised activity in targeting LGBT workers for membership, this suggests a new confidence among unions around LGBT issues. The targeting of young people indicates a growing recognition among unions that they must harness the interest of this group if trade unions are going to sustain and grow membership in the future.

In some unions, work to engage members from under-represented groups is done through self-organised groups, which are supported by the union. UNISON, for example, runs workshops and training courses for its self-organised groups and its young members. The union also produces articles, factsheets and resources encouraging members from the self-organised groups and its young members to take up positions at all levels in the union. UNISON also has a number of projects aimed at identifying barriers to participation by under-represented groups and how to address these.

Women

The NASUWT has introduced a new category of 'workplace contact'. This is similar to a workplace rep. It is for those that may not wish to represent members, but are happy to act as the 'voice' and

Mentoring and development boosts representation in PCS

PCS undertook a gender proportionality survey to identify barriers to activism among its under-represented groups. The majority of PCS members are women (59.9 per cent), which is reflective of the gender make up of the civil service. 53 per cent of all civil servants and 57 per cent of civil servants in admin officer/assistant posts are women. Women continue to be under-represented within PCS structures as 44.3 per cent of activists are women. Results from 500 responses identified that the most effective way to boost women's participation in the union and other under-represented groups would be to introduce mentoring and so the union devised a pilot mentoring project.

The participants in the pilot cited a range of reasons that could deter them from taking up a position in the union. These included: male 'gatekeepers' in some key positions who discouraged women's development or portrayed a negative image of the union to women; lack of

knowledge of the union and its structures; and lack of confidence when taking on a union position without any shadowing or handover period.

A couple of the women had taken up branch officer positions at short notice. One of the women explained: "I really started to feel out of my depth and it started to knock my confidence. So the mentoring project was perfectly timed for me." She added: "Many of the barriers women face are actually psychological... lack of confidence is a barrier and is the result of not feeling adequately prepared for a role, not wanting to sound silly or be slapped down by men."

PCS also holds a national women's seminar that aims to develop confidence, skills and knowledge, as well as to increase participation. At the end of the last seminar each delegate completed an action plan, which has been followed up to monitor their level of activism.

advocate of the union in the workplace, e.g. by opening the union's mail, putting up materials on the notice boards and providing information to the union on workplace issues. This role has encouraged some women to become active in the union and a number have taken it on in a job-share capacity. The union has job-share opportunities for other reps such as health and safety rep or equality officer too. In addition, the NASUWT has developed a Women Members' Development course, which examines the union's democratic structure and asks participants to plan their level of union involvement.

Prospect has introduced a mentoring scheme whereby each officer provides personal support to at least one rep. The union is prioritising young, female reps as candidates for mentoring. It has also encouraged the development of women reps in Northern Powergrid – a male-dominated industry – and as a result it has an additional female safety rep and Branch Executive Committee member.

Nautilus has developed a women's forum, which has encouraged its women members to be more active

throughout the union. One woman was elected to the Nautilus council in 2013 and it hopes to have more women seeking nominations as the forum develops.

Further developments are imminent both in the GMB and Napo. The GMB has a national branch review and a women's task force looking at women's engagement and participation. Napo has commissioned research related to its three-year women's strategy to improve participation.

BME members

BECTU worked with fellow unions in the Federation of Entertainment Unions – the MU, Equity and the NUJ – and with the TUC's Equality and Employment Rights Department to organise Changing the Face of the Union, a training course over four evenings for BME members.

The NASUWT has taken a number of actions, including establishing a BME Members' Development course and holding workshops on union involvement at its BME Teachers Consultation Conference.

Usdaw gets more black and Asian reps in Tesco workplaces

Usdaw has recently run a project to encourage more of its black and Asian members to participate in the Usdaw/Tesco joint consultative structures. The project focused on three of its south London stores that each had a large black and Asian workforce.

Get-togethers were organised near to the stores, which were led by a black training officer and black activists played a key role in motivating members to attend. The union says that using black role models helped get across that the union really is serious about tackling under-involvement. Asking black members to talk about their own journey into union activity also had a powerful 'I can do that' effect on the day.

Sixteen people were identified to take part in the get-togethers and of these two became reps, two felt that they wanted to stand for a rep position, two applied to the Organising Academy, three more became active in other ways such as becoming a ULR or attending the union summer school, and five members signed up for Usdaw home study courses.

As well as attending the get-togethers, the participants were also given access to a high level of ongoing support from their full-time officer and a lay member mentor. As a result they continue to develop their skills and understanding of the union.

In addition, the experienced activists who acted as mentors and participated in the get-togethers reported feeling more engaged with the union. One said it had "shown me that I have something to offer new members. It's been really good to realise that I can help them learn and give them the confidence to do it. I wish someone had done that for me years ago as it took me ages to build up the confidence to get involved in the union."

Tesco was also supportive of the project, giving members paid time off to attend the get-togethers and allowing the black activists who helped with the project time away from the shopfloor to talk to members who were interested in attending.

Disabled members

The FDA, which does not have its own disability conference, sends delegations to the TUC Disabled Workers' Conference in order to encourage reps with a disability to become more active and to gain confidence in, for instance, drafting and moving motions. One of the 2013 conference attendees subsequently stood for election to the FDA's national executive committee and was elected.

PCS has established regional disabled members' networks and successfully ran a regional pilot in January 2014.

LGBT members

PCS is also moving towards some sub-national activity for LGBT members. It is piloting a regional LGBT seminar to engage with LGBT members who would not be able to attend the national seminars. Some regions/countries of the union have developed LGBT-Proud networks, allowing LGBT members to

get involved locally. The union notes that the LGBT Network in its Northern region won the outstanding achievement award in the NW Equality Awards 2013 for its workplace LGBT History Month awareness-raising campaign and resources. For some of the Network members it was the first time they had been actively involved in the union.

Young members

A number of unions have ongoing campaigns to ensure the involvement of young members in their structures and activities.

Napo has an initiative called Napo: The Next Generation, whose aim is to recruit the next generation of Napo activists. The union has set up opportunities for younger members to engage in trade union activities outside of branch activism.

TSSA has Future TSSA, which has been involved in leading activities in the union's Better Rail campaign as a way to attract new young leaders and activists.

New training for LGBT branch officers at UNISON

UNISON has taken a number of actions to encourage LGBT members to become shop stewards or branch officers. These include piloting a branch LGBT officer training course in 2013, which was run again at national level in LGBT History Month in 2014 and has been rolled out to the regions.

Around 100 LGBT branch officers have been through the training. One was Lesley Holme, from UNISON Suffolk Policy Staff branch. She said: "Getting a group of like-minded people together helped us identify information and skills we already have but did not know we had... Those who attended from my region are now working

together to set up self-organised groups in our respective branches, assisted by a regional officer. Our enthusiasm unleashed and our confidence growing, we continue our UNISON work having grasped what this is all about – a modern, current and forward-thinking union."

UNISON also holds sessions for fledgling activists at its annual LGBT conference, and each issue of the Out in UNISON newsletter profiles activists and how they got involved in the union. All UNISON journals also carried profiles of the union's first out gay president in 2013.

FBU rep builds young fire fighter network for stronger union

David Pitt joined the fire service in 2009 and not long into his service he took on the role of union rep. He says: "I initially joined the union to get that protection that everyone wants should something wrong happen at work and you need representation. But after witnessing the cuts to the fire service and the damage that those cuts did to the community, I soon realised that it was important to be part of a unity of fire fighters that are continually doing their best to prevent cuts, increase health and safety at work and defend the pay, pensions and conditions of fire fighters across the UK."

He soon saw that for the union to be a strong and successful movement more young people needed to be encouraged to play an active part in the union. "A lot of the officials in my region are approaching the end of their careers and I soon questioned when these officials retire, who will opt to take their places? It's unfortunate that some young people don't feel they have much

in common with older reps in the workplace, so having young people take up active positions within their unions allows the younger members to identify with younger reps more," he explains.

As there was no formal young members' network within the FBU, with the help of some regional officials David identified about 120 members in his region that would be eligible to take part in a young members' network. He then contacted them with the aim of arranging the first young members' network meeting in September 2014 and, he says, "fingers crossed we will get a positive response from those contacted. This will then assist senior officials to get feedback on a number of issues affecting young fire fighters in the UK."

David is one of several young trade unionists featured in the TUC's *My Union, My Voice!* publication, available at: www.tuc.org.uk/about-tuc/young-workers/young-workers-month/my-union-my-voice-inspiring-stories-young-trade-union

NASUWT has carried out a number of activities including, in the north-west, running assertiveness training specifically aimed at Schools Direct student teachers. It has also run regional residential weekends for young members to encourage activism in the union.

ATL's young member organisation is called ATL Future. Its aim is to involve more young members in the democracy and organisation of the union at all levels. Over the past three years the union says it has been noticeably more effective at mainstreaming ATL Future activists into the roles of workplace rep, on to the branch committee or, in a couple cases, into being elected to the national executive. The union also says it has become more effective at filling the reserved seats that ATL Future is allocated at annual conference, and that the delegation plays a visible role in conference debates, both proposing their own motions and speaking in other debates. Branch and district structures are being revised this year, with new model structures stipulating that a seat should be reserved for an ATL Future member on all district committees.

Equality staff

National officers

The majority of unions have staff at national level with responsibility for equality (69 per cent compared to 58 per cent in 2011). A minority have officers responsible for each of the groups, the most common being for women, BME and young members.

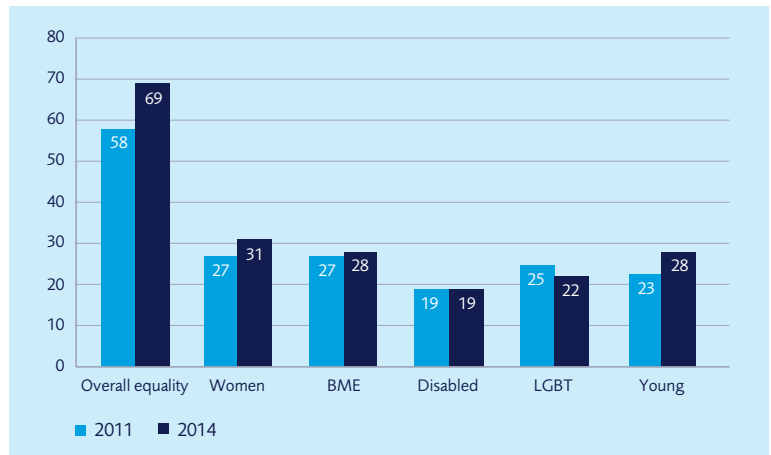
It tends to be the smallest unions that do not employ equality staff. As a result, 99 per cent of union members are in a union that has a national equality officer.

While more unions have national officers responsible for overall equality, in three-quarters of them these officers have other responsibilities too (compared to 69 per cent in 2011). Similarly, most national officers for women, BME, disabled, LGBT and young members now have other responsibilities besides equality.

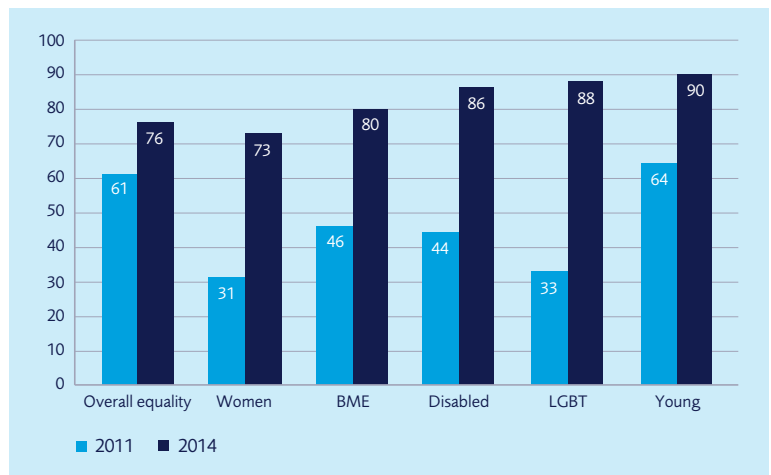
Regional or sectoral officers

Larger unions were asked if they employed any equality staff at regional, group or sectoral level.

Unions employing equality officers at national level (%)



Unions with national equality officers who have other responsibilities (%)

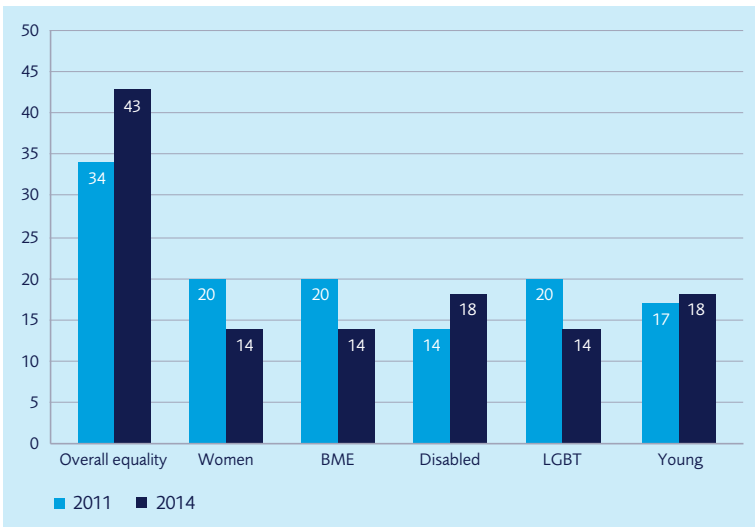


The proportion of unions with equality officers at this level has risen from 34 per cent to 43 per cent in the last three years, following a substantial rise in the previous four years. However, there has been a decrease in the proportion of unions with equality officers for women, BME and LGBT members at this level. Also, in almost all the unions with such staff, they have other non-equality responsibilities.

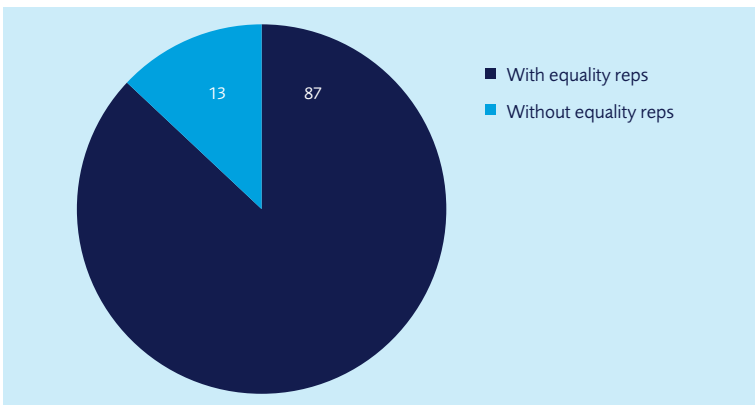
Equality reps

Unions were asked whether they had a rule or practice to elect or appoint equality reps at a branch or workplace level (also referred to as 'equality officers' by some unions).

Unions employing equality officers at regional, group or sectoral level (%)



Union members in a union with provision for branch or workplace equality reps (%)



Altogether 19 unions (53 per cent) have branch/workplace equality reps. The 19 unions with such reps are: ASLEF, ATL, BECTU, CWU, FDA, GMB, Napo, NASS, NASUWT, NGSU, NUJ, NUT, PCS, Prospect, SOR, TSSA, UCU, UNISON and Unite. These unions cover 87 per cent of union members.

However, that does not mean that all members in these unions have access to an equality rep in their workplace or branch. As equality reps are still a relatively new development, not all posts are filled and some unions reported that they have struggled to meet their ambitions to increase the number of

equality reps due to the lack of statutory rights, cuts to facility time and increased workload pressures that were discouraging members from volunteering for the role.

ASLEF has held a training event and an open seminar for equality reps. While not all branches have equality reps, the number that do has increased. The union mentions this increase as one of its significant equality achievements in the past three years. In ATL, district committees are asked to allocate a 'lead member' to perform the duties of an equality rep. The union has piloted bespoke training for these lead members, as well as a one-day course, and has also held several equality training sessions at conference and in regions. ATL is currently exploring the possibility of recruiting full equality reps, with a pilot day and promotion of the idea at conference.

Prospect NEC's Equal Opportunities Advisory Committee is currently considering how the union can increase the number of equality reps, particularly in light of the cuts in facilities time across all sectors, and also how it can better support them.

The NUJ also reports that it is increasingly difficult to persuade members to take on the equality rep role in chapels (workplaces) as staff numbers have been cut and work pressures have increased. The role is often taken by the Father or Mother of the Chapel (shop steward). The union cited the lack of statutory rights for equality reps as a stumbling block in encouraging members to stand for such positions. At branch level, however, there is a slowly growing number of equality reps on committees.

Equality committees

The larger unions were asked whether they had a national equality committee or similar body. As in 2011, the most common sort of committee was for overall equality, present in 61 per cent of unions. However, an area of change is the growth of committees for young members, which are now present in 46 per cent of unions compared with just 34 per cent three years ago.

The proportion of union members who are in a union with an overall equality committee or similar body is 92 per cent, and around 80 per cent of members are in a union with a women's, BME, disability, LGBT or young workers' committee at national level.

Woman rep drives recruitment at Stagecoach

When Jaine Peacock started as a bus driver at Stagecoach in the Eastern region in 2004, just 15 out of the 250 drivers were women. Since 2006, in her role as a Unite rep she has worked with the company to make the job and workplace better for women members, and she has more women participating in union events and networks.

First, the union pushed for a specific women's uniform and recently it has pushed the company to develop a maternity uniform and produce a new A5 booklet on maternity rights. It has also made progress on getting decent rest room and toilet facilities for women and cutting down on continuous driving hours, which are particularly difficult for women during their period.

Jaine pressed the company to give a breakdown of the number of women employees in the company and by job type. It showed very few women in driver jobs, many women cleaners and a handful of women in senior management. She then got the support of the HR director to develop a recruitment campaign targeting women, for example, by putting

leaflets on the buses and holding an event where women had the chance to drive a bus. Two out of the five drivers that came through in the latest recruitment round were women.

She is now focused on getting more women to sign up to the new pension scheme as only 700 women are in the scheme compared to 7,000 men.

Jaine sums up the importance of getting more women involved in union structures and the role of equality reps: "Women won't stand up for themselves in a workplace full of men because they are a minority, they don't want to be standing out. So they don't speak out enough when they're on their own. That's why it's important to have a woman in the union's rep role and to get more women involved."

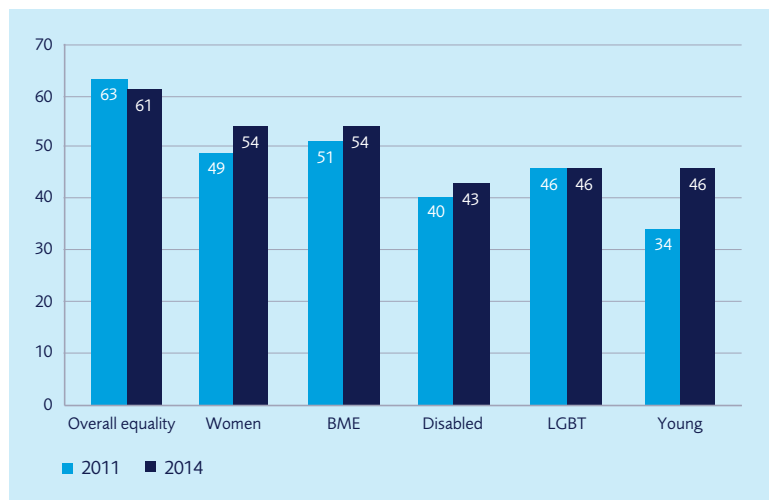
"I see the equality rep role as being about working with the company to make things better... They say they are committed to equality and they have these policies and procedures in place and, occasionally, you need to point the finger at them and make sure that in practice they are actually doing what they say."

It is not just the larger unions who have set up equality committees or similar bodies. For example, Napo has an overall national equality committee and NASS has structures for women and for BME members. The PFA has specific committees covering BME players in coaching and management, Asian players and Asian coaches, an LGBT Support Network and a Women's Football Committee/Contract group.

A number of unions have restructured their equality committees since 2011. One of these is the NGSU (a single-employer union), which has moved its advisory committees on equality into networks set up by the employer. The current networks are for women, ethnicity, disability, LGBT and faith and belief. The union has a presence in all of them and the General Secretary attends the employer's 'people board' with responsibility for diversity and inclusion.

Equity's democratic structures were restructured last year, which resulted in the abolition of a number

Unions with equality committees or similar bodies at national level (%)



of committees and there were calls for the union to merge its equality committees into one. However, the new democratic structure retained four distinct equality committees (BME, women, disabled workers and LGBT) as well as creating a Young Members' Committee. It says this reflects the union's continued commitment to equality.

Since the 2011 audit, the NUJ has created a new Council for 60+ members to deal with issues faced by older members, such as pensions and age discrimination. The activity of the council includes working with the National Pensioners' Convention and attending the Pensioners' Parliament. The Council is also keen to ensure that older members, with possibly more spare time, are able to work on behalf of the union. For example, some older members help to contact people whose membership has lapsed due to non-payment of contributions.

Reserved seats

National executives

As in previous years, unions are most likely to have reserved seats on their national executives for BME members (25 per cent), followed by women (17 per cent).

Although only a small minority of unions use reserved seats to improve representation on their senior decision-making bodies, a number of the

largest unions have them, so the proportion of union members covered by such a practice is considerably higher. For example, 61 per cent of union members are in a union with reserved seats for women on the executive.

The biggest change was the jump in the number of unions with reserved seats for young members – though the numbers are still small. Just two unions (2 per cent) had such positions in 2011 while four (11 per cent) do so now. These are Equity, NASS, UNISON and Unite, which between them account for 48 per cent of union members.

Since the last audit, the FBU removed its reserved seats for the equality sections on its national executive. Equality section representatives still attend brigade or regional committees but in an advisory capacity and no longer have voting rights.

Branch committees and delegations

There was an increase in the number of unions with reserved seats for young members in union conference delegations. Six unions (17 per cent) now have such seats. These are ATL, Equity, NASS, NASUWT, TSSA and UNISON. In UNISON there is a formula for how many of its conference delegates should be young members, which is roughly one for every four delegates sent.

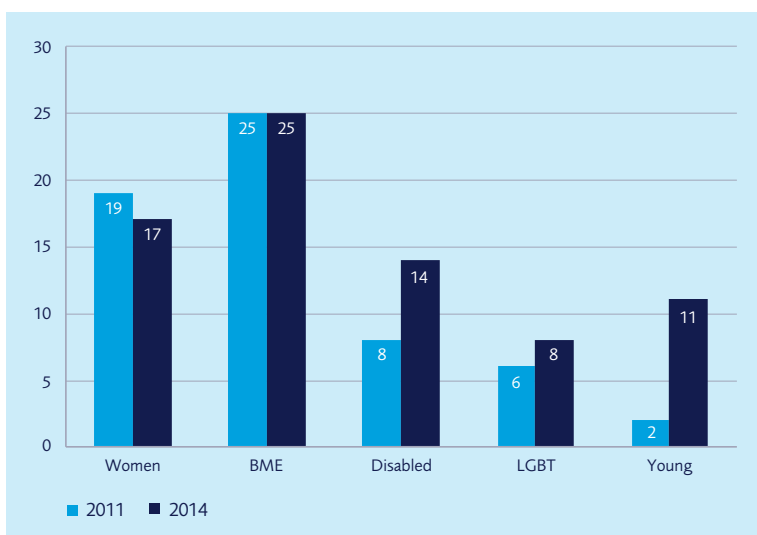
Larger unions were asked whether they had reserved seats on branch committees and sectoral executives and their delegations to sectoral conferences and government and international union bodies. There were far fewer examples in these cases. A quarter of the larger unions have reserved seats for women on some of their delegations to international union bodies. This is in part because some international organisations require an equal gender split in the delegations.

A significant change is that five of the largest unions have reserved seats for women on their branch committees compared with just one in 2011. The five are: CWU, GMB, PCS, UNISON and Unite. They account for 67 per cent of union members.

Other rules and practices to improve representation

Two years ago the GMB adopted a '10 per cent rule' for more balanced delegations to its National

Unions with reserved seats on national executive (%)



NUJ gets more women on the executive without reserved seats

In 2011 the TUC audit reported that the NUJ had decided not to introduce reserved seats for women on its National Executive Committee. Following that decision, there was a campaign to improve female representation in other ways.

A motion was passed at its delegate conference that said everyone in every branch needed to take responsibility for gender balance and this included nominations for NEC seats and other councils. Some branches went further and formally adopted gender balanced nominations into their standing orders. As a result of these activities, more women's names have appeared on voting papers

and, as the union's equality officer says, "although some of them didn't get through at the first go, many did – which showed that women could get elected once their name was put before the wider electorate". Twelve of the 41 NEC seats are now occupied by women compared to just three out of 41 in 2011–12.

The NUJ also reports that its policy of reserved seats for BME and disabled members on the NEC has had comparatively little impact on improving representation. Nevertheless, the union feels it has had a 'status' effect in that it has demonstrated that the union takes these issues seriously.

Congress. The rule states that 10 per cent of a region's delegates must be appointed by the regional committee so that the regional delegation properly reflects the balance of the regional membership in respect of industry, geographic spread, ethnicity, gender, disability, youth and sexual orientation. The union reports that following this rule change its national Congress has become more diverse. For example, the proportion of women delegates increased from 24 per cent to 34 per cent after the new rule was introduced.

BECTU's black members' committee has for the last decade adopted a policy of putting forward BME candidates, via their branches, for elections to the National Executive Committee. It seems that this policy has been successful in that it has ensured a multiracial NEC since then. Some current BME members of the NEC have now been elected without being put forward by the black members committee.

Representation at TUC equality conferences

Larger unions were asked if they had any rule on the representation of different groups at TUC equality conferences. Very few did, but unions were most likely to have such rules for delegations to the TUC Women's Conference (25 per cent of unions). There was a small jump in the proportion saying they had a rule on women attending the TUC Black Workers' Conference, but a decline in the proportion reporting a rule on LGBT members attending that conference.

There was also a significant decline in those saying they had a rule on sending young members to the TUC Women's Conference – just 7 per cent of unions said they had such a rule compared to 14 per cent in 2011. In 2013, TUC monitoring showed that just 8 per cent of delegates to the TUC Women's Conference were under 35.

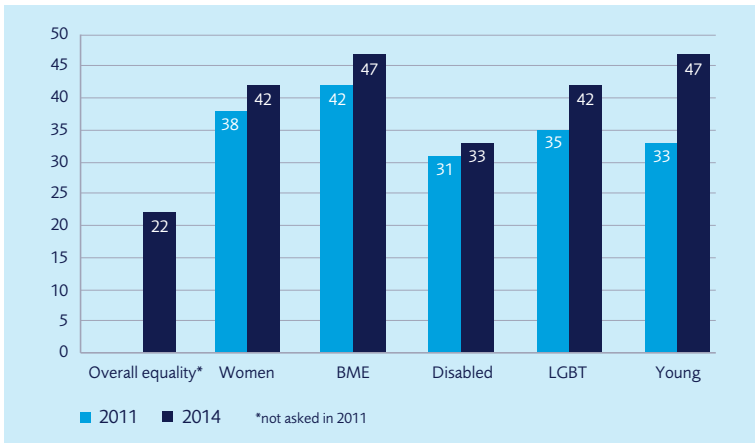
Some unions do not have a rule but they do have a custom or practice that delegates to the equality conferences are drawn from the group they are representing. Prospect's national executive has adopted a set of criteria to inform the selection of delegates, which includes equality considerations.

Smaller unions of fewer than 12,000 members were asked if they normally sent delegations to the TUC equality conferences (it can be assumed that all larger unions do). Four of the eight small unions said they sent delegations to the Black Workers' Conference, three unions sent delegations to the Women's, LGBT and Young Workers' Conferences and two sent delegations to the Disabled Workers' Conference.

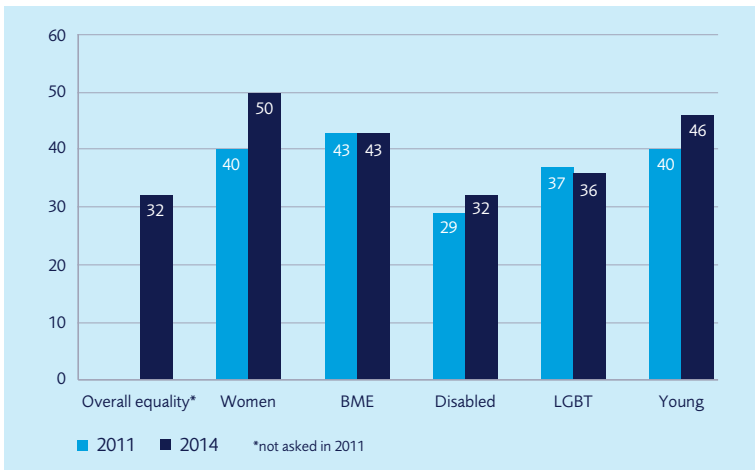
Equality conferences and seminars

There has been a noticeable jump in the proportion of unions that run national equality conferences or seminars. This is particularly the case for young members where the proportion of unions doing so has increased from a third to nearly a half. This follows a rise between 2007 and 2011 and is another indication of the increasing importance of young members' engagement for unions.

Unions holding equality conferences or seminars at national level (%)



Larger unions holding equality events at regional or local level (%)



Over 90 per cent of union members are in a union that holds a conference or seminar for LGBT and young workers, over 80 per cent are in a union that holds such an event for BME and disabled members and 67 per cent are in a union that holds such an event for women.

Larger unions were asked if they held any such conferences or seminars at regional or local level and there has been a rise in the proportion doing so for women, disabled members and, again, for young members.

There have been a considerable number of developments in this area since 2011. For example, ATL has set up networks for LGBT members and supporters and BME members and supporters, which were launched at its 2014 conference. For young members, the union runs an annual roadshow of six summer seminars for newly qualified teachers, which is supplemented by termly events held regionally. This activity is currently under review and the union is considering replacing the summer seminar roadshow with a single national ATL Future conference.

At the CWU, motions from its equality conferences were selected to go forward to its annual industrial conferences for the first time. This means the union now debates equality motions at both its industrial and non-industrial conferences.

Some GMB regions hold annual women's conferences and the union is looking to roll this out to all regions.

The NASUWT reports that its annual consultation conferences for members who are under-represented in the union's decision-making structures (women, BME, young, disabled and LGBT teachers) have grown at a rapid rate over the last four years. The union says the conferences are an opportunity to engage with issues of concern to the different groups and to inform the union's policy development, campaigning and bargaining agenda. The popularity of the conferences has prompted a number of regions to establish similar conferences for under-represented groups and many regions are working to create equality networks.

In 2013 the NUT ran a Women's Round Table, which attracted 90 women participants, many of whom were attending a union event for the first time. The event sought to explore strategies to promote women's activism and involvement in the union. That year also saw growth in the number attending the LGBT teachers' conference. Grants are available for local networks to hold equality conferences and seminars too.

UCU held a single equality conference for the first time, with separate morning sessions for the four equality groups and a joint conference in the afternoon. The union reports that it worked well

except that there was not enough time to get through all the business. It is considering whether to continue with this.

Unite held its first national and regional Union Equality Reps conferences in 2013. They will be biennial conferences, so the next ones will be held in 2015.

Following a proposition carried at Usdaw's 2012 conference, the union held its first national LGBT get-together in June 2013. A second one is being held in June 2014. In 2014, Usdaw's Eastern Divisional Equalities Forum is organising a Divisional get-together for BME members. The union reports that its annual event for BME members (Black Members' Weekend Workshop) is regularly oversubscribed and the local event is designed to reach out to and involve members who could not secure a place at the national event.

Equality structures in Scotland and Wales

On the whole unions do not have separate structures for Scotland and Wales. Large unions with regional structures tend to have the same structures in the two countries as they do for the English regions.

Unite, for example, has regional Women's and Equalities Organisers in its 10 regions, including Scotland and Wales. The union also holds biennial conferences for women, BME, disabled, LGBT and young members in its 10 regions. A Union Equality Reps conference was held in its 10 regions in 2013.

There is, of course, activity around the STUC and its equality structures. The FDA's Scottish Secretary, for example, in conjunction with the Equality Officer, organises delegations to the STUC Women's and Black Workers' Conferences. In addition, the Scottish Secretary attends any relevant meetings in relation to equality matters in Scotland. Usdaw sends a small delegation to all STUC equality conferences.

The NASUWT held a national conference for women members in Wales during 2013, which it said attracted large numbers of women members not previously active within the union.

Prospect reported a drive in Wales to ensure there is an equality rep in each branch, which has seen a 70 per cent increase in a short time, and 13 of the 14 new equality reps in Wales are women.

UCU, which has an equality and human rights committee in Scotland, is establishing an equality committee in Wales.

Progress on improving representation and participation

Unions were asked what had been their significant successes over the last three years in improving representation and participation. An edited version of their responses is set out here. Due to the extensive nature of some unions' responses, only selected examples have been given.

AEP

The introduction of the online system for members to update their own personal details has been a significant step forwards. It enables us to collect reliable data in the future on the profile of our members.

ASLEF

We increased our number of branch equality reps and held the first training events for them. We have been working with train companies on recruitment processes in an attempt to try to diversify the train driving grade. Currently, only 4.2 per cent of train drivers are female and 4.5 per cent from an ethnic minority. A more diverse workforce would give the union more opportunity to improve its equality structures.

ATL

ATL has appointed an equality officer for the first time, which has greatly increased the union's equality work. Its Equalities Network has been invigorated and it is launching LGBT and BME networks at conference this year. The union hopes these structures will feed into the Equalities and Diversity Committee's work. ATL has also significantly increased the size of its delegations to each TUC equality conference. As a result, more motions on equality issues are being put to conference and

ATL is doing far more campaigning work. It is also increasing equality training provision to encompass sessions on tackling homophobic bullying, trans issues, racism, violence against women and girls and broader discrimination issues.

BECTU

We have a vibrant Young Members' Forum and it is a key part of the recruitment and retention work of the union. Equality monitoring takes place among all the national committees.

CSP

We updated the CSP Equality and Diversity Toolkit in 2012; developed new materials for display in workplaces promoting the Equality and Diversity Networks; piloted a new advanced diversity skills course for stewards; sent delegations and participated fully in all the TUC equality conferences. Network members used the virtual networks more, which reflected in increased postings. A new Customer Relations Management system about to be introduced will enable easier equality monitoring of members, cases and CSP structures and events.

CWU

Major project underway to ensure that its structures and rules are inclusive and there is proportional representation.

Equity

The retention of equality structures in the face of other major changes and the creation of a new staff position to further the union's equality work.

GMB

Adoption of equality through inclusion five-year strategy and a work plan; establishment of revamped national and regional governance structures to mainstream equality; a new 10 per cent rule to make the national Congress more representative; local equality forums for activists from equality groups; 'Putting the T back into LGBT' Conference – the first conference was held at the GMB Euston office in recognition of the discrimination, and sometimes death, of transgender people. This will become an annual event.

Napo

Developing the Napo Black Network, still in its infancy.

NASS

Equal pay for men and women and young people.

NASUWT

The union reports a wide range of successes resulting from its strategic approach to equality, including engaging in industrial action to protect members from under-represented groups who would be more vulnerable under the government reforms. The NASUWT Standing up for Standards action has benefited members from these marginalised groups; secured an Equality Impact Assessment of the changes to the Teachers Pension Scheme; increased attendance at the union's annual Consultation Conferences. The growth in these conferences has led to an increase in involvement from members from these groups in union activity. The union has also taken particular steps to address the under-representation of lesbian and bisexual women on advisory committees by running specific workshops and development opportunities for these members.

Nautilus

Establishment of a specific forum for women and young maritime professionals. Development of DVD training package on bullying and harassment. Increased participation in union activities by women and young people.

NUJ

New council for 60+; development of NUJ Pride for LGBT members and establishment of NUJ LGBT forum.

NUT

The Women's Round Table: following the motion to conference in 2012, in February 2013 90 women teachers attended a round table discussion about what needs to change to ensure all women members can participate in the union. The programme enabled women to identify which strategies would increase the participation of women in the union, address women members' actual priorities and highlight women's contributions.

PCS

Gender Proportionality Survey outcomes and currently looking to run pilots in the north-west, London, the south-west and Wales on using mentoring as a strategy to address gender proportionality. The international Proud to say, Mr Putin, I am Gay campaign. PCS has also been tackling the invisibility and under-representation of bisexual members. PCS Proud members have established the new role of Proud Bisexual Members' rep on its national committee. Along with this, the union has produced a new workplace poster and a new bisexuality webpage, and a number of articles have covered bisexuality in its Proud magazine and LGBT Matters newsletter.

PFA

Structures in place across the union, including adding members of staff with responsibilities for equalities in union learning, education, community/ CSR and coaching, each with their own strategies and objectives.

Prospect

Prospect has addressed the discrimination faced by disabled members by running focus groups of our Disability Network members to explore their experiences of bullying and harassment in the workplace, following a members' survey that highlighted this as a significant issue. This has resulted in further guidance for our reps and officers. We have also raised the profile of mental health issues and held seminars on neurodiversity and on mental health.

RMT

The union has included sexual orientation and gender identity monitoring on its membership system. The RMT has also expanded the delegation it sends to all TUC equality conferences to the maximum number allocated to the union.

TSSA

Establishing Neurodiversity Champions in the workplace who have built awareness on neurodiversity including delivering presentations to managers and other workers. Also, we have established a standard that our organising projects must have equality aims and objectives.

UCU

Received ULF funding for a project in the north-west, Reaching Further, Aiming Higher, which is to encourage women across our sectors to become learning reps or equality reps. It also has a personal development element. It has been very successful as has provided a focus for women activists to support and develop initiatives that support women in trade union activity and work.

UNISON

The union won an award from BiCon (annual bisexual conference) on work for bi equality. There has been a 50 per cent increase in recruitment of young members. Our annual young members' weekend training event is very representative of our membership across the majority of under-represented strands.

Unite

Two rule changes, one introduces branch equality officers and also certain new reserved seats on the executive council. The other introduces positive action to improve the position of BME participation in Scotland, Ireland and Wales, where there are lower numbers and proportions of BME members.

Usdaw

There has been an increase in the number of Black activists. Also, LGBT work is being led from the bottom up and is now on the whole self-sustaining. In addition, there is evidence that our approach of bringing the different equality groups together and identifying their specific concerns has resulted in campaigns that have credibility within the union and more broadly with politicians and the TUC.

Barriers to progress

For the first time, the 2014 TUC Equality Audit asked unions what had been the most significant barriers to progress in improving representation and participation from under-represented groups. Below are edited comments which highlight that for many unions workload pressures, cuts to facilities time and lack of resources are common barriers.

AEP

Our profession (educational psychologists), as well as the jobs of many individual members, have come under considerable pressure during the past few years and most of our energies have had to be focused upon the survival of the profession, leaving little time for greater analysis of the wider equality issues. It is hoped that these will be given a higher priority during the union's current review of governance.

ASLEF

The union's sphere of membership (train drivers, operational supervisors and staff) are predominantly white, heterosexual men. Even though we are working to change this, the lack of diversity in the grade is a major barrier for the union.

ATL

Prior to the appointment of an Equality Officer in 2012, there was very little resource dedicated to equality work at ATL.

BECTU

Time, lack of money, lack of interest from some colleagues, though not all.

CSP

Members are having increasing difficulties in obtaining time off work to attend events such as conferences/seminars due to work pressures and cuts to staffing.

Equity

There is reluctance from membership regarding equality monitoring within the union, and we are looking to address this in 2014.

NASS

The NJC and trainers refused to recognise us as skilled workers and impose pay and conditions.

Nautilus

The industry continues to be male dominated and women members can feel isolated and subject to sexist attitudes.

NUJ

The media industry has been particularly badly hit by redundancies and restructuring in the last three years. We have lost a number of skilled, experienced lay reps and, perhaps inevitably in the context of relentless fire fighting, it is difficult to keep people motivated on the range of equality issues that are so important. We have reacted by rooting equality work in the industrial reality as much as possible – for example, honing in on examples where we suspect and have demonstrated that pregnancy discrimination has taken place, or where part-time workers have been picked off.

NUT

The government's continued sidelining of the Equality Act and the Public Sector Equality Duty (PSED) is having a major impact on equality. Austerity measures have had a major impact and pressure on the public sector squeezes out time for debate and reflective practice on equality. A major barrier in the workplace is that members are too overloaded to take on proactive work to change attitudes among pupils, staff and parents.

PCS

Main challenges come from austerity, spending cuts and the government's and employers' attacks on the union, members' jobs, pay and pensions and our reps' facility time. This impacts on our overall membership morale. Our Gender Proportionality Survey identified barriers to activism and concluded that using mentoring as a strategy would eliminate the barriers for women into activism. The NEC agreed that a pilot mentoring scheme within the union should be developed.

Prospect

The main barriers have been the cut in facility time in both the public and private sectors and the lack of statutory rights for equality reps.

SOR

Lack of member support to keep our equality network active.

TSSA

Our lack of data on our membership with regards to ethnicity. Maintaining a focus on equality is difficult among a multitude of priorities in an under-resourced organisation.

UCU

At the current time our activists are under huge pressure due to the impact of austerity measures and industrial action on pay. Time off for trade union activity becomes more difficult, particularly for those engaged in equality, and is exacerbated by the increasing use of precarious contracts. The government agenda to dismantle equality rights has had an impact as employers feel more confident in sidelining equality, including believing that equality impact assessments are not required.

UNISON

A reduction in employment opportunities means fewer young people entering the workforce, increasing the average age of the workforce and membership.

Unite

Cuts, government policy, attacks on facility time and paid release, belittling of equality achievements on the part of government, put pressure to move away from equality.

URTU

Money and time.

Usdaw

There is a continuing need to explain the importance of positive action as there is still some resistance to having separate equality structures. There are sometimes unrealistic expectations from activists about what the union can resource.

SECTION C

Creating inclusive campaigns and communications

Catering for visual or hearing impairments

A majority of unions (58 per cent) reported having taken some measures to make their campaigns and communications materials accessible to people with visual or hearing impairments, a slightly higher proportion than the 52 per cent reporting this in 2011.

A number of unions, including Equity, FDA and Prospect, have audio versions of their union journals for visually impaired members. Many unions make their publications available in Braille, such as Unite, which has an employee who translates its materials into Braille.

Websites offer the possibility of providing more accessible information. The NASUWT says its new website uses a common accessible design throughout the site rather than providing text-only pages for disabled users, and seeks to comply with Priority 2 of the W3C Web Content Accessibility Guidelines. UNISON is currently adapting its website to have BSL and subtitles for the use of deaf and hearing-impaired members.

Translating materials into other languages

The majority of unions (58 per cent) provide some campaign and communications materials in languages other than English – a similar proportion to that in the 2011 audit.

The most commonly mentioned language catered for is Welsh, though some unions said materials are sometimes translated into other languages, particularly East European languages.

In one recent Unite campaign the union translated its materials into Polish, Lithuanian, Estonian and Russian. Unite also has a number of organisers who are multi-lingual, including Polish, Portuguese and Spanish speakers, who help to write and translate materials as required.

Usdaw's recruitment leaflet is available in 34 languages and its website has a translation facility.

Reflecting diversity and avoiding offence

Larger unions were asked if they took any action to ensure materials reflect a diverse membership and that language is accessible and does not cause offence to particular groups.

This is an area where most large unions have a good deal of experience and good practice, and 86 per cent of them said they did take such action.

Specific changes that have been made recently include Usdaw's revision of its displays and conference exhibition materials to ensure improved visibility of BME members and UNISON has been emphasising its representation of young members in its publications and publicity materials.

In 2012 PCS conducted a survey seeking members' views of its communication materials and journals. The union asked if they thought PCS was diverse enough and, if not, how it could be more representative. As a result, the union completely changed the look and feel of its main members' magazine, *View*, now called *PCS People*, and its activists' magazine *Activate*.

Less advanced is unions' activity in enabling or encouraging branches to make the same efforts in relation to their communications. Just 43 per cent of large unions said they had taken steps to encourage branches to produce materials in accessible formats and/or represent the full diversity of their membership.

Prospect has produced guidance for branches, *Access All Areas*, on its access policy, which covers accessible communications.

UNISON advises branches about service providers that can be contracted to produce alternative accessibly formatted documents. It also provides guidance to those producing information in-house.

Unite increasingly uses its extranet to distribute template designs to officers, branches and regions for adaptation for their own campaigning purposes. The union will also help secure translation services where needed.

Assessing the impact of union campaigns

Half of the unions responding to the audit said they considered or monitored the equality impact of their campaigns.

This is most likely to take place in advance of a campaign being carried out. The AEP, for example, reports that "considerable discussion took place before deciding how to position the AEP during the debate on public sector pensions because of the different impact which the new proposals would have on different age groups".

For UNISON's major anti-austerity campaign, Million Voices, it produced campaign material specific to all the equality groups. NASUWT has done this in relation to the campaign against the coalition government's pension reforms, which the union has shown to be potentially discriminatory against some groups.

In some cases unions monitor campaigns afterwards to see what impact they have on different groups. For example, NASUWT does this following industrial action campaigns.

Usdaw consults its equality structures and its youth and retired members' committees before campaigns and these structures also provide feedback as to how the union's campaigns are received in the workplace.

SECTION D

Reflecting diversity in services and training

Service and benefit provision

Larger unions were asked if they provided any benefits or services specifically aimed at the equality groups. The trend here is of a declining proportion of unions providing differentiated services and benefits. Only the number of unions providing website areas or web-based services has seen a big rise, especially for women or older or young members. Some unions have also established Facebook or Twitter accounts for different groups. These developments probably account for the big decline in regular publications targeted at equality groups.

Another area to see a slight increase in activity is targeted financial benefits, though still fewer than a quarter of unions provided these.

Examples of targeted financial benefits

ATL and NASUWT provide free membership to newly qualified teachers and CSP provides reduced membership fees for new physiotherapy graduate members who are having problems finding a permanent post.

Unite has discounted subs for apprentices, members under 18 years of age and those on a full-time occupational, professional or government training scheme, and the MU has discounted student membership for those in full-time education.

CSP offers a reduced membership fee for retired members, which continues to provide professional liability insurance cover for three years after retirement.

The NUJ retired section has reduced subs (though this is to be reconsidered at a forthcoming 2014 NUJ Delegate Meeting).

NASUWT holds retirement seminars for older teachers on financial planning. TSSA has access to a scheme for cheap laptops, which is currently targeted at its Retired Members' Group.

GMB has specific benefits for GMB members who become disabled, while in the NUJ disabled members on low income can apply for reduced contributions. Unite also has benefits relating to incapacity, permanent disability and fatality.

NASUWT has membership benefits for those on career breaks, while the NUJ exempts those on

maternity leave from paying union contributions. Unite has reduced subs for women on maternity leave and also has small weekly maternity and adoption benefits for those who are on reduced pay and have opted to pay extra for ancillary benefits. URTU also pays a maternity benefit.

Monitoring take up of services and benefits

Large unions were asked if they monitored their general service provision to see whether it delivers equality of access.

Fewer than half of unions said they monitored the number of cases they take to tribunal under each of the discrimination jurisdictions, and the proportions doing so have declined since 2011.

Among those who do monitor cases is the CWU, whose 2013 statistics showed that disability claims far outweighed any others. The same went for the RMT, UCU, Usdaw and Unite. Usdaw's figure for age discrimination was also high because a multiple claim was submitted concerning long-service payment awards.

Trade union training

There has been a general decline in targeted training, particularly training aimed at women and disabled members, though more unions are developing training courses for young members.

At least one union is planning to expand in this area: Equity has started to do more training focused on equality groups, such as its recent equality induction training day, which was offered to all elected Equality Committee members. As a result of its success the union is looking to expand the training in the regions and nations to find new activists and build capacity of members.

Despite the decline in targeted training, there has been an increase in the proportion of unions taking steps to encourage members from the equality groups to participate in mainstream training and education. Around two-fifths to a half of unions took such steps in 2014, which is significantly higher than in 2011.

There have been significant improvements in the number of unions monitoring the take up of their training and education since 2011 too, with

the majority of unions now doing so for all protected characteristics.

The CWU monitored the union's training course participants and found they were not in proportion to the make-up of membership. The union therefore gives special preference to under-represented groups when allocating training places.

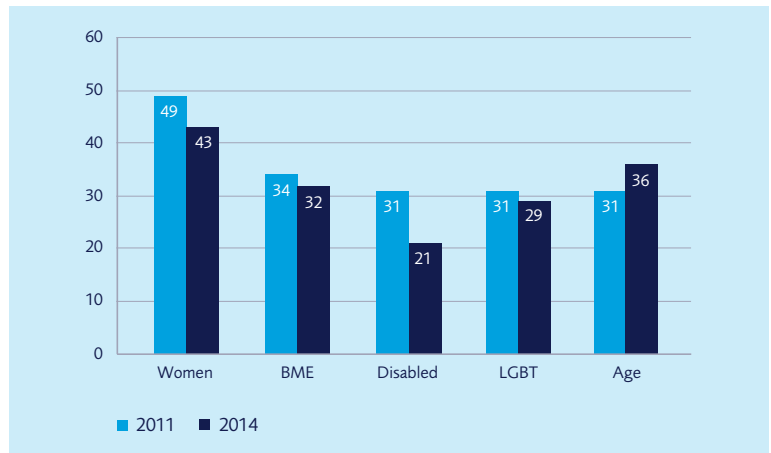
The NUT uses its Learning Guide to give specific encouragement to particular groups. It includes the following:

- a. Is it for me? The NUT actively encourages applications from and wants to see an increase in the numbers of women, black and minority ethnic, lesbian, gay, bisexual, trans and disabled members attending our courses. We hope you decide to apply.
- b. I am a carer. Can the NUT offer me any support? If you have caring responsibilities for a child or other dependant, please contact us to discuss the possible ways in which we may be able to assist you.
- c. Is there access for disabled participants? Some bedrooms and training rooms are wheelchair accessible. If you are a wheelchair user or have other access needs, please let us know when you apply, so that arrangements can be made to meet your requirements.

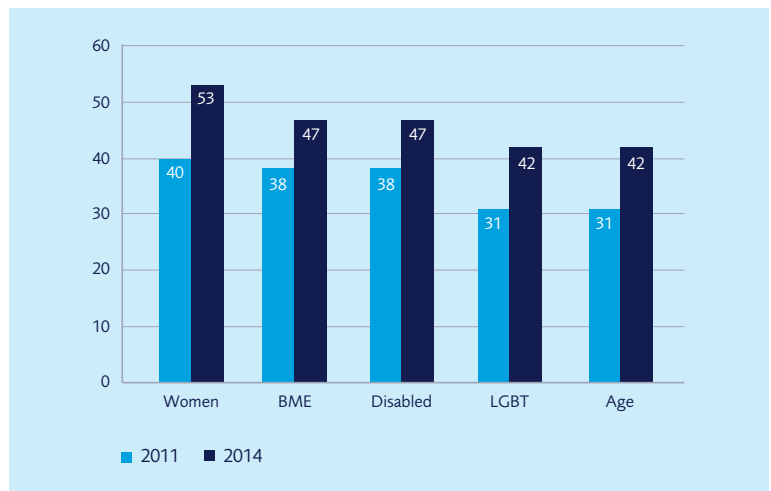
The FBU holds three separate summer schools for each of its equality sections and these are used as opportunities to encourage attendance at other courses in the mainstream education programme. The union is also holding a pilot course aimed at BME members to learn how to handle members' complaints. If this is a success it is likely to be offered to women and LGBT members too.

During 2013, UNISON's self-organised groups were asked to help identify and encourage members into learning and training opportunities. UNISON also revised the regionally delivered 'Pathways into UNISON' course materials to encourage women members to become active in the union.

Larger unions providing targeted training and education (%)



Larger unions encouraging different groups to participate in general training and education (%)

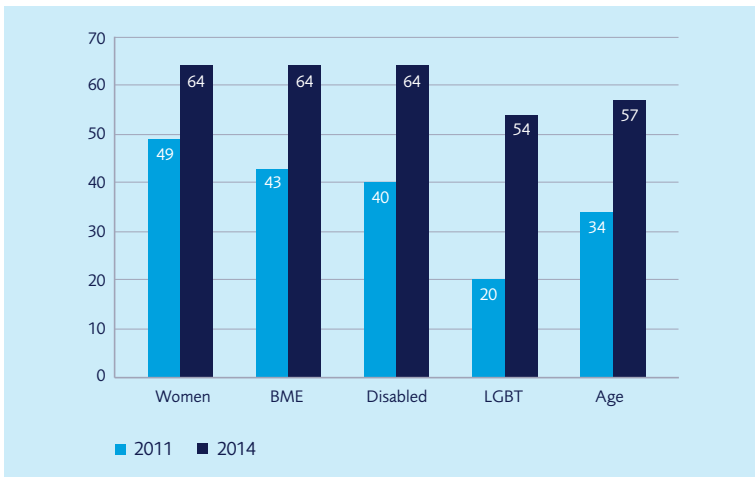


Diversity and discrimination law training

Nearly four-fifths of unions provide equality or diversity training for lay officials/ reps or members – this is a similar proportion to 2011.

In most cases unions include these issues as part of their basic reps' courses and other standard union training, with some also providing specific equality-based courses. Prospect, for

Larger unions monitoring attendance by different groups on union training and education courses (%)



example, runs a one-day foundation course aimed at raising awareness of equality and diversity matters, which is supplemented by a two-day Tackling Discrimination course.

The CSP devised and piloted a new equality course for union stewards in 2013 entitled Advanced Diversity Skills – Creating Positive Workplaces. This included modules on equality and diversity awareness, and will be rolled out to reps in the regions during 2014.

Equity ran training for all members elected to its equality committees and, because of its success, the union is considering starting such training sessions for any member who identifies with a protected characteristic.

The larger unions were asked if they provided education or training for paid officials and lay reps on taking discrimination cases. Eighty-six per cent did so for paid officials and 71 per cent did so for lay reps – higher proportions than in 2011. However, only about half of these unions provided the training on a regular basis.

SECTION E

Union rules on equality

TUC model equality clause

Three-quarters of the unions responding to the audit have adopted the TUC model equality clause (or something similar).

The percentage of unions adopting the clause is higher in 2014 than in 2011. The unions with such a clause are: Advance, AEP, ASLEF, BDA, BECTU, BSU, CSP, CWU, Equity, FBU, MU, NACO, Napo, NASS, NASUWT, Nautilus, NGSU, NUT, PCS, PFA, RMT, TSSA, UCU, UNISON, Unite, URTU and YISA. They account for 75 per cent of union members.

In addition, Prospect is working towards incorporating this clause in its rulebook.

UNISON has a Statement of Commitment to Achieving Equality, which is supported by a "sustained programme of action and measures to fulfil our commitment to equality".

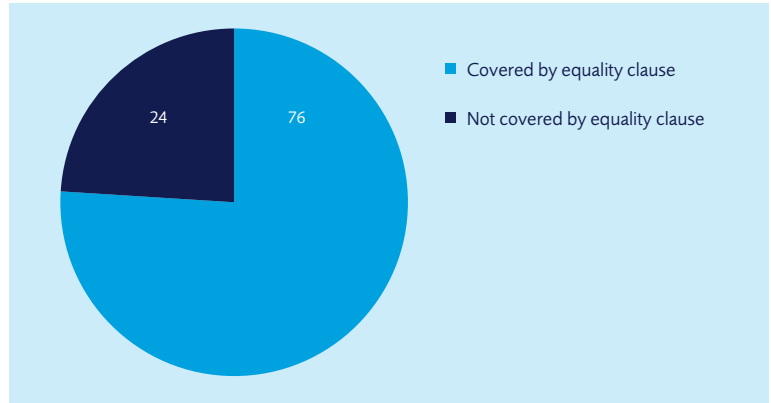
For about the past two years, the CWU has been running a proportionality and representation project to ensure that it is fulfilling the commitments made in the equality clause.

Other rules on equality

Twenty-five unions (69 per cent) have other national rules or codes on equality. These include the CSP, which in 2011 replaced its Code of Professional Conduct with a new CSP Code of Members' Professional Values and Behaviour. This states that members must "behave in non-discriminatory, non-oppressive ways" and "take account of individuals' different communication needs, preferences and expectations."

The NUJ has a similar Code of Conduct, which members must sign acceptance of when joining the union. It states: "A journalist produces no material likely to lead to hatred or discrimination on the grounds of a person's age, gender, race, colour, creed, legal status, disability, marital status, or sexual orientation."

Union members covered by TUC model equality clause (%)

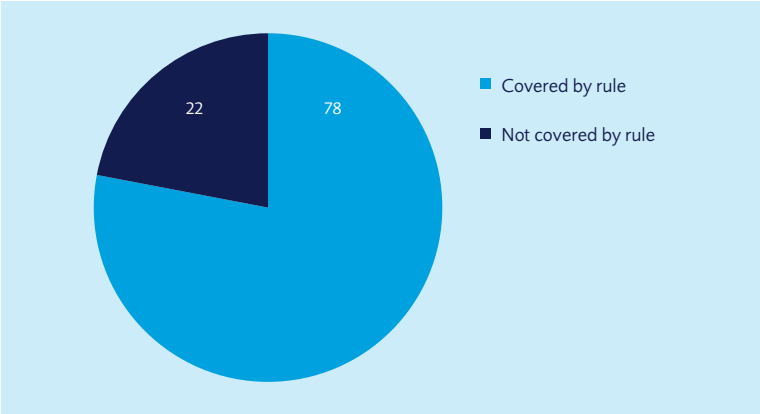


TUC model equality clause

The objects of the union shall include:

- a. The promotion of equality for all including through:
 - i. collective bargaining, publicity material and campaigning, representation, union organisation and structures, education and training, organising and recruitment, the provision of all other services and benefits and all other activities;
 - ii. the union's own employment practices.
- b. To oppose actively all forms of harassment, prejudice and unfair discrimination whether on the grounds of sex, race, ethnic or national origin, religion, colour, class, caring responsibilities, marital status, sexuality, disability, age, or other status or personal characteristic."

Union members covered by rule related to far-right or racist political parties (%)



The law on unions and members of far-right or racist political parties

In February 2007, the European Court of Human Rights held that UK law, which prevented ASLEF from expelling a member of the British National Party (BNP), violated the union's right to freedom of association. The Trade Union and Labour Relations Act 1992 was subsequently amended to allow a union to expel a member of a political party if membership of that party is contrary to a rule or an objective of the trade union.

Rules related to far-right or racist political parties

Fourteen unions (39 per cent) have a rule related to membership of far-right or racist political parties. This compares with 21 (44 per cent) in 2011, but the earlier number included eight unions who did not respond to the audit in 2014.

The 14 unions with such rules are: Advance, ASLEF, BECTU, CWU, FBU, GMB, NASUWT, Nautilus, PCS, RMT, TSSA, UCU, UNISON and Unite. They cover 78 per cent of union members.

In some cases the rule is expressed quite generally, for example, the GMB's rule which states that membership has to be compatible with aims and rules of the GMB.

In others it is more direct: UNISON's rule dealing with disciplinary action is as follows: "The National Executive Council shall have the power to exclude or expel, as the case may be, from membership of UNISON any individual who gives encouragement to, or participates in, the activities of any fascist organisation, faction or grouping whose policies or aims have expressed or implied promotion of white supremacy or racial hatred at their core."

The UCU's rule refers to specific parties, stating the union will "refuse membership to, or expel from existing membership, any person who is a known member or activist of any extreme right-wing political organisation, including the BNP and National Front, where the organisation's aims, objectives and principles are contrary to those of UCU".

SECTION F

Equality audits and action plans

Impact of the TUC Equality Audit

A third of unions (11) said they had carried out their own equality audit since the TUC audits began in 2003. This is the same number (but a higher proportion) than in 2011.

The unions saying they had carried out their own equality audits were: ATL, BECTU, CWU, GMB, MU, Napo, NASS, NASUWT, NUT, UNISON and Unite. They cover 77 per cent of union members. In addition, BSU conducts an annual review of its policies.

Napo undertakes an annual survey of branches to report what action they have taken on equality issues. CWU monitors attendances at its equality conferences and measures this against previous years. It reports that, alongside the union's work on proportionality and representation, "this seems to have had a positive impact and more branches are engaging in these important forums designed to bring on our under-represented groups."

Equality action plans

Unions were asked if they had an equality action plan in place. There has been significant progress here as 56 per cent answered 'yes' to this question, compared with just 27 per cent in 2011.

They are: AFA-CWA, ATL, CSP, CWU, Equity, FDA, GMB, MU, NASS, NASUWT, Nautilus, NGSU, PCS, PFA, Prospect, TSSA, UCU, UNISON, Unite and Usdaw. They cover 90 per cent of union members. In addition, the NUT is currently developing an action plan.

Some examples of how such plans are implemented or monitored are given below:

CSP

The CSP equality and diversity strategy is drawn up by the CSP equality and diversity group (E&D Group) and runs alongside the CSP Corporate Strategy for the same period. This is usually for 2–3 years. A report is given each year on progress made against each of the objectives and a final report of what has been achieved is produced at the end of the cycle. This is put to the CSP Equality and Diversity Group for approval and then to Council to approve. It is then posted on the website and publicised to members.

Equity

Development of an equality strategy is in progress. Increasing awareness of and engagement with equality issues within the membership and addressing under-representation within the union are key components of Equity's policy objectives for 2014.

FDA

The Equality Plan is assessed on a quarterly basis, and a note of Progress Against Objectives is made within the plan. The Equality Plan – including the quarterly updates – is accessible to all members via the FDA website.

NASUWT

The union has identified a series of targeted commitments and actions under nine headings to drive forward its equality work. The Equal Opportunities Committee has an annual work plan that directs the equality work of the union. And the national executive appraises all proposed new policy developments for equality impact and undertakes an annual review of progress on equality matters, which is published in the union's annual report.

NGSU

Equality is a regular agenda item on the NEC. A new national equality officer has just been elected so this will be reviewed and refreshed for the next two years.

TSSA

The union passed an equality strategy at the executive committee in early 2011. A new TSSA Equality Agenda, an action plan for equality 2014–2015, was being developed in early 2014, based on the Equality Handbook developed from its 2011 strategy.

UCU

The union has set five overarching equality objectives, which fit in with the union's general priorities. All national and regional committees are to support these objectives through their specialism, such as the Education Committee, or through regional activities supported by the regional committee. The objectives are supported by the equality team at head office who provide guidance,

advice and support to regional and national events and training. All committees will be asked to report on progress being made on equality, which will form a report to Congress. Any good practice and achievements can be shared during the year through the Equality newsletter and branch mailings.

UNISON

The union's activity on implementing and auditing UNISON's equality scheme has been stepped up during 2012–2014, based on lessons learned from UNISON's first equality scheme covering 2008–2011. Action plans for each UNISON region and head office unit are based closely on the respective work programmes and UNISON objectives and priorities. They include a number of clearly defined equality goals, with one, two and three year targets. Each region and head office unit has its own equality scheme lead and contacts, who are brought together annually to share progress and practice. Aided by a head office equality scheme team, there is an annual review of progress. Examples of current equality goals include: all branches in Wales to have a defined equality action in their 2014 branch development plan, agreed with and monitored by the region; and the legal services department is to promote a confidential route for members experiencing sexual orientation discrimination to seek legal advice.

Unite

The Unite strategy for equalities, Equality, Moving Forward, was to be presented at its Women's, BEAM, Disabled, LGBT and Young Members' Conferences in February 2014. Reporting, monitoring and reviewing campaigns takes place at the Executive Committee and at the National Women, BAEM, Disabled Members, LGBT and Young Members' Committees, as does regular monitoring of women and BAEM involvement in regional and national committees. Implementation is also aided by regular phone conferences and meetings of Regional Women's and Equalities Organisers and Chairs and Vice Chairs of the equality committees.

Usdaw

The union has a national programme of work, which has specific priorities in the areas of women, Black and Asian members, LGBT members and disability.

SECTION G

Unions as employers

Equal opportunities policies and training

The unions were asked if they had an equal opportunities or non-discrimination policy relating to their own employees. Overall, 30 unions (83 per cent) had a policy. This is an increase on 2011.

Of the 28 larger unions, 21 (75 per cent) had a procedure for complaints related to breaches of the equality policy.

The majority of unions outlined equality or diversity training provided by the union for its paid staff. The nature of this varies: in some unions it comprises occasional voluntary courses, for others it is a formal part of staff induction, while for most of the larger unions there is mandatory equality training for all or certain groups of staff.

In UNISON training on equality is mandatory for organising staff and briefings on harassment, recruitment and selection are integrated into all UNISON training courses.

Unite provides recruitment and selection training for those involved in recruitment, and a course called Respect and Dignity in the Workplace is currently being rolled out across the union. A new development in Unite is trans equality training.

A number of middle-sized unions use external training providers for this purpose, including AEP, whose regional officers receive regular updated training from third-party providers, and BECTU, whose staff undergo mental health awareness training provided by MIND.

Reviewing staff pay and conditions

More than half of unions have reviewed staff pay and conditions to ensure they are not discriminatory on each of the grounds, most commonly on gender grounds. 60 per cent had done so, whereas 54 per cent had done so for age and 51 per cent for race, disability and LGBT status. The proportion that carried out reviews is higher in each case than it was in 2011.

Flexible working

Most unions (86 per cent) said flexible working was available to all union employees, which is a higher proportion than in 2011, when 71 per cent said this.

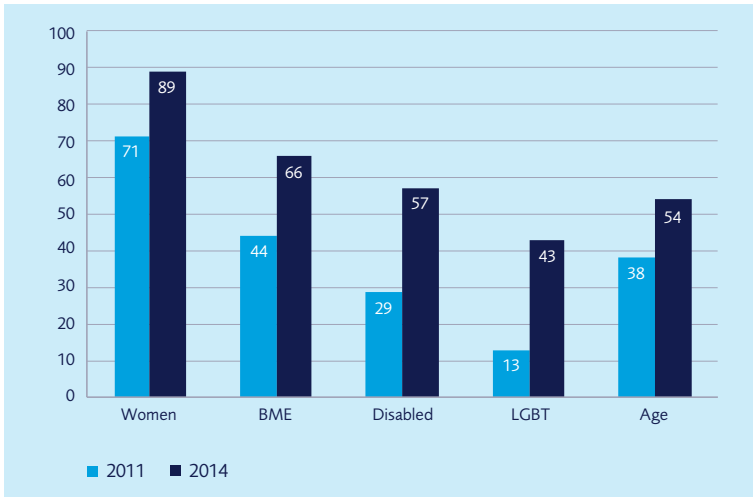
A number of unions have introduced a flexitime system since the last audit in 2011. UCU is currently reviewing its family-friendly policy and is negotiating a new work-life balance policy.

Positive action on recruitment

Only a small number of unions have formal policies to encourage the use of positive action in their staff recruitment practices, with only around a quarter doing so. The most likely group to benefit from this is disabled job applicants – 29 per cent of unions use positive action for them.

One of the unions that takes such an approach is the TSSA, which has a dyslexia policy for job applicants and staff. This policy provides for greater leniency for dyslexic applicants when considering the quality of their applications and it allows them extra time at the assessment stage. The union also supports employees with dyslexia through appropriate reasonable adjustments and provision of training and support in the workplace.

Unions monitoring diversity of staff (%)



Monitoring of staff diversity

Much larger proportions of unions monitor the diversity of their staff than did so in 2011. The most likely characteristic to be monitored is gender, with almost 90 per cent of unions doing so compared to 71 per cent in 2011. But there have been large increases in the proportion of unions monitoring by other characteristics.

APPENDIX 1

Unions responding to the audit

The following unions participated in the 2014 TUC Equality Audit. Membership figures are as at January 2013 and as supplied to the TUC.

Main questionnaire

Union	Membership
AEP	3,317
ASLEF	19,236
ATL	127,936
BECTU	23,779
CSP	39,125
CWU	201,875
Equity	37,429
FBU	41,270
FDA	18,010
GMB	613,384
MU	30,446
NACO	1,866
NASUWT	294,172
Nautilus	15,865
NGSU	11,628
NUJ	31,019
NUT	326,930
PCS	262,819
Prospect	118,620
RMT	77,549
SOR	23,210
TSSA	22,762
UCU	116,865
UNISON	1,301,500
Unite	1,319,413
URTU	12,250
Usdaw	425,652
WGGB	1,075

Abbreviated questionnaire

Union	Membership
Advance	7,452
AFA-CWA	500
BDA	7,064
BSU	2,802
Napo	8,008
NASS	1,782
PFA	2,834
YISA	1,727

The following unions did not participate in the 2014 TUC Equality Audit

Union	Membership
ACCORD	26,028
AEGIS	1,665
BACM-TEAM	2,093
BALPA	7,900
BFAWU	20,371
BIOS	926
Community	50,012
EIS	54,900
HCSA	3,358
NACODS	323
NUM	1,853
POA	31,266
SPD	9,246
SURGE	1,302
SUWBBS	519
UCAC	3,874
UCATT	84,377
Unity	4,184

APPENDIX 2

TUC equality structures

TUC Equality Committees

These meet four times a year. The Committees are chaired by a General Council member. General Council members of the Committee are appointed by the General Council.

TUC Equality Conferences

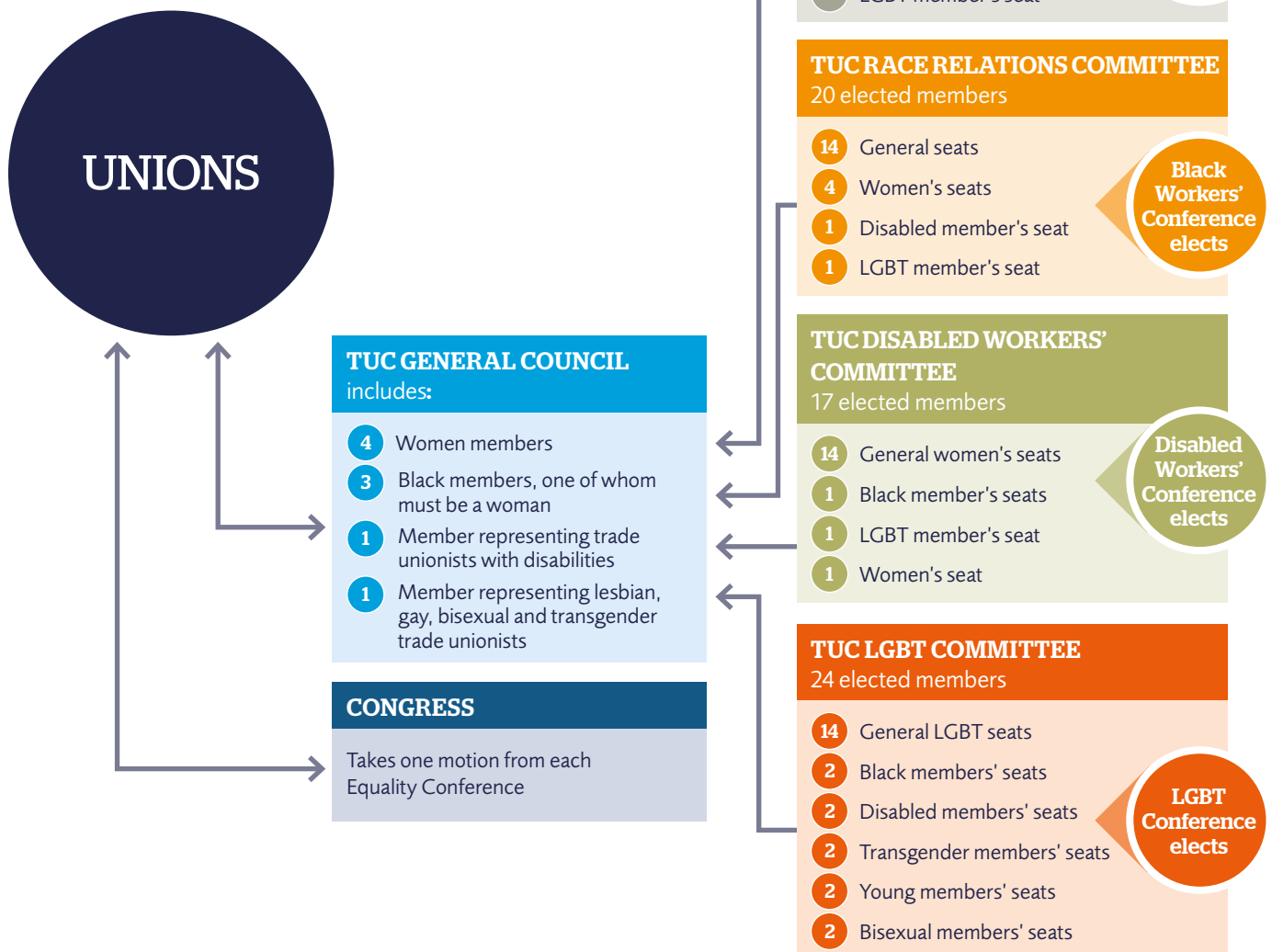
Unions are allocated a number of delegate places at each Conference according to their size, and in the case of the Women's Conference, in relation to the number of women in their union. Unions submit motions and amendments to the Conferences.

TUC General Council

Minutes of the TUC Equalities Committees are submitted to and approved by the General Council.

Congress

Takes one motion from each Equality Conference.





Trades Union Congress
Congress House
Great Russell Street
London WC1B 3LS

www.tuc.org.uk

© 2014 Trades Union Congress

£8 (TUC member organisations)
ISBN 978 1 85006 959 1

For more copies of this title contact our ordering point on 020 7467 1294 or publications@tuc.org.uk. Bulk discounts may be offered.

All TUC publications can be provided for dyslexic or visually impaired readers in an agreed accessible format, on request, at no extra cost.