**Equality Representative (ER) survey 2015**

Dr Debbie Foster of Cardiff University, is collecting information about the activities and profile of Equality Representatives (ERs) in Wales, to better understand your experiences and help Wales TUC (WTUC) identify what additional support might be provided to you.

You have been sent this by WTUCs Equality Network Officer, because you are listed on the Wales TUCs data base as a trade union Equality Representative (ER). If you consent to participate by completing this questionnaire, we ask that you return it directly to Debbie at FosterD1@cardiff.ac.uk Please also indicate at the end whether you would be prepared to be interviewed by Debbie over the telephone and if so, provide contact details.

Your participation in this study is entirely voluntary. Please feel free to ask questions, or withdraw from the study at any time without explanation by contacting Debbie at FosterD1@cardiff.ac.uk. Information that you provide will be held confidentially and securely, such that only the researcher Dr Debbie Foster, can trace this back to you. The information will be anonymised, stored and destroyed in accordance with the Data Protection Act 1998.

**Questions**

All questions are of equal importance. However, if you feel you do not wish to answer a question, please omit it and move on.

***1. To gauge which protected characteristics are represented amongst Equality Representatives in Wales, we are collecting data on the profile of ERs. Please could you indicate the following.***

***Your:***

Gender:

Ethnicity:

Age:

Disability or long term illness:

Sexuality:

Religion:

How long you have been a union member?

***2: The following questions are concerned with establishing what roles ERs undertake and what attracted you to the role?***

Is the ER role your first union role?

If the ER role is not your first role, what other union roles have you undertaken? Please state.

Are you or have you undertaken the ER role alongside another union role? If so, please state that other role and when you undertook it?

How long have you been an ER?

What attracted you to the role of ER?

Is there an area of equalities work that you feel you specialise in?

Is there an area of equalities work that you find takes up more of your time?

***3: About the type and size of workplace you work in and arrangements for union recognition and facility time.***

Do you work in the public, private or voluntary sector?

Would you describe your workplace as small, medium or large?

Is a trade union recognised for collective bargaining purposes in your workplace?

Does your employer provide facility time for you to undertake the role of ER?

Do you have agreed facility time for another union role other than that of ER?

Does your employer provide facilities such as office space for you to perform your role?

***4: About the activities that you engage in as union ER.***

How much time do you spend on the role of union ER a week (include time spent working from home)? Please place a cross (x) next to the appropriate amount of time, below.

More than 10 hours per week

­5 to less than 10 hours

­2 to less than 5 hours

­1 to less than 2 hours

­Less than 1 hour

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If you have agreed facility time with your employer to spend on the role of ER, how many hours per week are agreed?

If you have agreed facility time is this time sufficient to perform the role?

***5. What activities do you undertake as an ER with union members.***

In terms of the estimated time spent on various activities as an ER – 10 activities are listed below, which we would ask you to rank 1-10 in terms of the amount of time spent with ***members*** on each, 1= most time 10=least.

**Your activities as Equality Rep. with members over the last 12 months**

Responding to requests for information/ advice from members on organizational E&D policies and practices in relation to workplace **disability** discrimination (not specifically negotiating workplace adjustments).

Responding to requests for information/ advice from members on organizational E&D policies and practices in relation to **sex** discrimination (including equal pay).

Responding to requests for information/ advice from members on organizational E&D policies and practices in relation to **race** discrimination

Responding to requests for information/ advice from members on organizational E&D policies and practices in relation to issues of **sexuality**.

Responding to requests for information/ advice from members on organizational E&D policies and practices in relation to **religion and belief**.

Responding to requests for information/ advice from members on organizational E&D policies and practices in relation to **age discrimination**.

Assisting disabled members in the negotiation of **workplace adjustments**.

Assisting members in making requests for **flexible working**

Advising and representing members who have experienced **harassment or bullying** because of a protected characteristic.

Assisting employees in making requests for **parental leave**

Please state any other activities you regularly spend time on in your ER role with union ***members*** that are not listed above.

Do you feel supported by your trade union in the role of ER?

If not, what more could your union do to support you?

Have you found the Wales TUC Equality Representative Network Project useful in supporting your role as ER?

What activities facilitated by WTUC have you found most useful?

What further support could WTUC provide to support your ER role?

**6.** **Your activities with employers as Equality Rep. over the last 12 months.**

In terms of the estimated time spent on various activities as an ER – 10 activities are listed below, which we would ask you to rank 1-10 in terms of the amount of time spent with ***employers*** on each 1= most time 10 =least.

Participating in meetings/ activities to ensure that provisions are put in place for the equal treatment of employees going for **promotions**.

Participating in meetings/ activities aimed at securing **workplace adjustments** for disabled members.

Participating in meetings aimed at reviewing **sickness absence policies and procedures.**

Participating in meetings with managers about **bullying and harassment** of members with protected characteristics.

Involvement in employer **training** schemes on workplace equality matters.

Involved with employer in conducting **equal pay audits/reviews**

Involved with employer in developing policies and practices to promote **sexual orientation** equality.

Involvement in policies and practices aimed at recruiting and retaining **older workers**.

Involvement in policies to prevent discrimination on the grounds of **religion and belief**

Involved in conducting **race** equality impact assessments

Please add any activities that are not listed above, but that are important to you in your role as ER.

How often do you have opportunities to raise equalities issues with managers ?

Is the frequency of contact with managers enough?

Do you feel managers take your role as ER seriously – please answer below with a cross (x)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Strongly agree

Agree

Neither agree nor disagree

Disagree

Strongly disagree

Please provide any examples of how your work as an ER has influenced policies and practices.

***6. The Public Sector Equality Duty (PSED) in Wales (please answer these questions if they apply to you).***

To try to gauge the effectiveness of the Public Sector Equality Duty in Wales it is important that we collect data on how its provisions are implemented.

***How often as an ER have you participated in the following activities?***

Meetings/ activities related to drawing up an ‘**Equality Plan’** in your organisation, as required under the Public Sector Equality Duty (PSED).

**Equality Impact Assessments** of your organisations policies and practices. Please say on what issues?

Meetings/activities with users and community stakeholders to discuss service provision.

Please comment on whether you believe the PSED has helped you in your role as ER?

THANK YOU for completing this questionnaire. Please return it directly to Dr Debbie Foster at **FosterD1@cardiff.ac.uk**

To gain a more in-depth understanding of the experiences of ERs in the workplace, we would like to conduct a number of telephone interviews. If you would be willing to be interviewed please could you provide your contact details below.

Yes, I am willing to take part in a telephone interview and my contact details are: