

Coding Instructions

Umbrella membership and representation (Excerpt)

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Overview Purpose:

Membership in Umbrella Organisations

This coding captures cooperation between groups in form of permanent umbrella structures based on the self-portrayal on the groups' websites. The purpose of the coding is to assess what is signalled about the groups' representativeness of other groups and/or of constituencies or the public at large. This data will be related to the dependent variable of access to public hearings to see if umbrella organisations gain preferential access to exchanges with policy makers.

[...]

Umbrella and Member Variables to be coded

Instruction:

For the coding of umbrella structures, information 1) on the group's own website and 2) on Wikipedia is used. The primary source (group website) has priority in case of contradictions between them, but cross-validating in this way (in the German case) showed that the Wikipedia entries have high accuracy, so they can credibly be used in cases where the primary source does not give all required information. Please report, if you find there are large discrepancies between Wikipedia and website information.

Be careful with coding:

- Code 0 for actual zeros, i.e. no member organisations/no members*
- Leave the cell completely blank for missing values (i.e. no information can be found). Where feasible Emails can be sent or phone calls made to gather missing values.*

1. *Umbrella type*

Umbrella is a categorical variable (values 0, 1, 2, 3, or 4) and captures whether the actor is an umbrella organisation, that is, whether it has member organisations.

You can first code the other variables on numbers of organisations (MO national, subnational etc., below) and then decide on their basis

Umbrella= 1 if actor contains several (>1) organisations at national level (i.e. member organisations). This is not counting individual companies.

Umbrella = 2 if actor contains several (>1) organisations at subnational level, such as at level of Bundeslaender in Germany, or regions within the UK, but not at national level.

Umbrella = 3 if individual companies are the main/majority member organisations¹.

Umbrella = 4 if only local groups (such as self-help groups in a city, rather than a larger region) are member organisations (>1), i.e. no national or subnational structures exist (*will presumably be rare*)

Umbrella =0 if the actor has no member organisations, this will be the case for all experts.

2. *Numbers of organisations (count variables)*

MO national= number of member organisations at national level

MO subnational = number of member organisation at subnational level, here it says the regional organisations, for instance at the level of Bundeslaender in Germany, or regions within the UK

Number within (sub)national = the number of organisations or firms within the member organisations. This variables denotes the number of small organisations, typically at a grassroots level, because often the subnational structures unite more local organisations. *Code this 0 if no such grass root level is mentioned. If they exist, but you do not have a number, leave the box blank. Make a note an potentially enquire if there is time left. Rounded numbers are acceptable, if this is how they are reported.*

MO firms = number of member organisations that are firms. *Make this 0 if there is no mention of firm members. If they are mentioned but there is no number leave this blank, or use the rough number that is provided, where applicable.*

Note on coding of member organisations that appear in the media. If they appear as smaller unit which makes the statement then this is coded, and not the large mother organisation! E.g Caritas Freising, rather than Cartias Germany, or Friends of the Earth London, not just FotE UK.

¹ Companies on Airport campus were coded as 'member' firms.

3. *Embeddedness variables (text entries, no priority)*

Embedded national = to capture if the organisation is itself embedded in national umbrella organisations. This field just lists the names of (major) organisations mentioned on the groups' website. *Leave this blank if it is not embedded in other organisations.*

Embedded intern = organisation is a member of an international umbrella organisation. This field just lists the names of (major) organisations mentioned on the groups' website. *Leave this blank if it is not embedded in other organisations.*

4. *Individual members and representation claims (count variables)*

Number of individual direct members = number of members according to own statement of the group in the about us section of the website, and their underlying definition of membership. This will also include council members if the organisation is an expert council, or direct employees if these are mentioned. *If there is no entry, but an indication that this is a member organisation, look in the most recent annual report.*

Indirect members and represented = number of indirect members or those represented or favoured or reached by the organisation's work. This is based on self-statement in the "about us sections" for whether they say they represent (the interests) of XXX people². This can be the people in their member organisations, or the employees of member organisations, or more broadly people affected by their work. Their self-positioning is coded, not inferences based on what they say. Note: experts based on this coding get a 0.

[...]

² These can be national or transnational.