

## Trade Union Facilities Time Annual Report

### 1. Introduction

The Trade Union (Facility Time Publication Requirements) Regulations 2017 came into force on the 1 April 2017. These regulations place a statutory obligation for the Trust to collect and publish, on an annual basis, information in relation to our usage and spend of TU facility time in respect of our employees who are TU representatives. The first publication year runs from 1 April 2017 – 31 March 2018 and to the same timeframe every year after.

In keeping with our statutory duty we are publishing (see table below) the following information for the period 1 April 2017 – 31 March 2018:

- 1.1 Number of employees who were relevant union officials during the relevant period.
- 1.2 How many employees who were relevant union officials during the relevant period spent;
  - a) 0%, b) 1 – 50%, c) 51-99% or d) 100% of their working hours on facility time.
- 1.3 Percentage of the total pay bill spent on facility time.
- 1.4 Time spent on paid trade union activities as a percentage of total paid facility time hours.

The purpose of these regulations is to promote transparency and allow for public scrutiny of facility time.

For further information please see link below:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/713318/Public\\_Sector\\_Facility\\_Time\\_publications\\_requirements\\_guidance.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/713318/Public_Sector_Facility_Time_publications_requirements_guidance.pdf)

### Trade Union Facilities Time Annual Report 1 April 2017 – 31 March 2018

**Table 1**

#### Relevant union officials

What was the total number of your employees who were relevant union officials during the relevant period?

<i>Number of employees who were relevant union officials during the relevant period</i>	<i>Full-time equivalent employee number</i>
19	16.17 FTE

**Table 2**

**Percentage of time spent on facility time**

How many of your employees who were relevant union officials employed during the relevant period spent a) 0%, b) 1%-50%, c) 51%-99% or d) 100% of their working hours on facility time?

<i>Percentage of time</i>	<i>Number of employees</i>
0%	0
1-50%	12
51%-99%	1
100%	0

**Table 3**

**Percentage of pay bill spent on facility time**

Provide the figures requested in the first column of the table below to determine the percentage of your total pay bill spent on paying employees who were relevant union officials for facility time during the relevant period.

<i>First Column</i>	<i>Figures</i>
<i>Provide the total cost of facility time</i>	£27,645.71
<i>Provide the total pay bill</i>	£159,092,000
Provide the percentage of the total pay bill spent on facility time, calculated as:  (total cost of facility time ÷ total pay bill ) x 100	0.02%

**Table 4**

**Paid trade union activities**

As a percentage of total paid facility time hours, how many hours were spent by employees who were relevant union officials during the relevant period on paid trade union activities?

<p><i>Time spent on paid trade union activities as a percentage of total paid facility time hours calculated as:</i></p> <p><i>(total hours spent on paid trade union activities by relevant union officials during the relevant period ÷ total paid facility time hours) x 100</i></p>	<p>(2383 ÷ 2383) x 100 = 100%</p> <p>*Total hours spent on paid trade union activities and total paid facility time hours have been calculated as the same thing</p>
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**James Baker**  
Deputy Director of Human Resources