

A large decorative graphic on the left side of the page, featuring overlapping curved shapes in shades of blue and purple. A large white circle is positioned in the lower-left quadrant, partially overlapping the other shapes.

Facilities time Reporting 2021

(period April 2020 – March 2021)



Reporting requirement

- The Trade Union (Facility Time Publication Requirements) Regulations 2017 came into force on 1 April 2017
- The Regulations place a legislative requirement on relevant public sector employers to collate and publish, on an annual basis, a range of data on the amount and cost of paid trade union facility time over the course of the relevant 12-month period.
- This information is for April 2020 to March 2021.
- The government has confirmed that the deadline for reporting on trade union facilities time (time off from an individual's job to carry out a trade union role), will be 31st July 2021.
- Schedule 2 of the Regulations confirm the information to be published, as follows:
 - The total number of relevant union officials employed
 - Percentage of time spent on facilities time
 - Percentage of pay bill spent on facilities time
 - Time spent on paid trade union activities as a percentage of total paid facilities time hours



Schedule 2 – Information to be published

Table 1: Relevant union officials

Question	Answer
<i>What was the total number of your employees who were relevant union officials during the relevant period?</i>	26 (22.8 wte)



Schedule 2 –Information to be Published (2)

Table 2: Percentage of time spent on facilities 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?

Percentage of time	Number of employees
0%	2
1-50%	22
51%-99%	1
100%	1



Schedule 2- Information to be Published (3)

Table 3: Percentage of pay bill spent on facility time

	Figures
<i>Provide the total cost of facility time</i>	£88,790
<i>Provide the total pay bill</i>	£444,538,000
<i>Provide the percentage of the total pay bill spent on facility time, calculated as: (total cost of facility time ÷ total pay bill) x 100</i>	0.02%



Schedule 2: Information to be Published (4)

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?

<i>Time spent on paid trade union activities as a percentage of total paid facility time hours calculated as: (total hours spent on paid trade union activities by relevant union officials during the relevant period ÷ total paid facility time hours) x 100</i>	4.45%

