

TRADE UNIONS FACILITY TIME ANNUAL RETURN

31 July 2018

Introduction

The Trade Union (Facility Time Publication Requirements) Regulations 2017 came into force on the 1st April 2017. These regulations place a legislative requirement on relevant public sector employers such as the University to collate and publish, on an annual basis, a range of data on the amount and cost of facility time within their organisation.

Facility time is defined by the Government as *“the provision of paid or unpaid time off from an employee’s normal role to undertake Trade Union duties and activities as a Trade Union Representative.”*

The Data

Relevant Union Officials

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

Number of employees who were relevant union officials during the relevant period	Full-time equivalent employee number
9	9

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?

Percentage of time	Number of employees
0%	0
1-50%	9
51%-99%	0
100%	0

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.

	Figures
Total cost of facility time	£11,129.10
Total pay bill	£12,036,643.52
Percentage of the total pay bill spent on facility time, calculated as: (total cost of facility time ÷ total pay bill) x 100	0.09%

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?

	Figures
Hours spent on paid facility time	640
Hours spent on paid trade union activities	36
Percentage of total paid facility time hours spent on paid Trade Union Activities	5.63%

