

The Trade Union Act 2016 introduced new annual Trade Union Facilities Time

reporting requirements for public sector organisations. This provision came into force in April 2016. Public Sector employers with at least one 'relevant union official' are required to publish information on facility time. The provisions provide a new prescriptive framework for data publication of trade union duties and activities, which is included in Schedule 2 of The Trade Union (Facility Time Publication Requirements) Regulations 2017.

This report covers 1st April 2018 to 31st March 2019. This report is being published in line with guidance by 31st July 2019.

What is facilities time?

TU representatives may undertake facilities time duties or activities. They will be undertaking:

- a **DUTY** when they undertake work on behalf of their union during their normal contractual hours and *for which they are paid directly by the organisation* to do that work. Seconded representatives will always be undertaking Duties.
- an **ACTIVITY** when they undertake work on behalf of their union during their normal contractual hours, *for which the organisation has approved paid time off* in order to do that work.

Facilities time includes:

- Travel time within contractual hours
- Travel time outside of contractual hours if you approve time off in lieu in respect of that time
- Facilities time undertaken on non-working days where you approve time off in lieu or allow a swap of working days

The figures for Hampshire County Council for the period 1st April 2018 – 31st March 2019 are as follows and are published in line with Schedule 2 of the Trade Union (Facility Time Publication Requirements) Regulations 2017. These figures will be published annually in line with these Regulations.

The following table summarises the number of Council employees who were undertaking facilities time duties or activities during the period 1st April 2018 to 31st March 2019:

TABLE ONE

Hampshire County Council – Departments	
First column	Figures
Number of employees who were relevant union officials during the relevant period	25
Full-time equivalent employee number	22.66

The following table summarises the percentage of their time (contractual hours) undertaking facilities time duties or activities.

TABLE TWO

Hampshire County Council - Departments	
Percentage of time (contractual hours)	Number of employees on Trade Union duties
<1%	10
1-50%	12
51-99%	0
100%	3

The following table summarises the total cost of facilities time (duties and activities) as a proportion of the total pay bill. The total pay bill includes National Insurance and Pension Contributions.

TABLE THREE

Hampshire County Council – Departments	
First column	Figures
Provide the total cost of facilities time	£97,965
Provide the total pay bill	£298,791,591
Provide the percentage of the total pay bill spent on facility time	0.03%

TABLE FOUR

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?

11.42%

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