

HAMPSHIRE COMMUNITY SCHOOLS

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.

The annual reporting period is 1st April 2017 to 31st March 2018. The first report is being published in line with guidance by 31st July 2018.

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 school* 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 school 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 Schools** for the period 1st April 2017 – 31st March 2018 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.

TABLE ONE

Hampshire Schools	
First column	Figures
Number of employees who were relevant union officials during the relevant period	38
Full-time equivalent employee number	33.3

TABLE TWO

Hampshire Schools	
Percentage of time	Number of employees
0%	27
1-50%	9
51-99%	2
100%	0

TABLE THREE

Hampshire Schools	
First column	Figures
Provide the total cost of facilities time	£87,589
Provide the total pay bill	£462,671,028
Provide the percentage of the total pay bill spent on facility time	0.02%

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?

0.67%

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