

# Hampshire Community, Voluntary Aided & Foundation Schools 2025 Annual Trade Union Facilities Time Reporting Requirements

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 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025. This report is being published in line with guidance by 31 July 2025.

## 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 you have 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 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025 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.

First column	Figures
Number of employees who were relevant union officials during the relevant period	57
Full-time equivalent employee number	49.98

Percentage of time	Number of employees
<1%	46
1-50%	11
51-99%	0
100%	0

First column	Figures
Provide the total pay bill*	£767,280,089
Provide the total cost of facility time	£149,824
Provide the percentage of the total pay bill spent on facility time	0.02%

Time spent on paid trade union activities as a percentage of total paid facility time hours calculated as: 8.33%