

Hampshire Community, Voluntary Aided & Foundation Schools 2026 Annual Trade Union Facilities Time Reporting Requirements

The Local Government Transparency Code 2015 requires local authorities to publish information relating to Trade Union facility time. This requirement supports transparency and accountability regarding the time and resources allocated to trade union representatives.

This report covers 1st April 2025 to 31st March 2026.

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 1st April 2025 to 31st March 2026 are as follows and are published in line with the requirements of the Local Government Transparency Code 2015.

First column	Figures
Number of employees who were relevant union officials during the relevant period	46
Full-time equivalent employee number	41.10

Percentage of time	Number of employees
<1%	35
1-50%	11
51-99%	0
100%	0

First column	Figures
Provide the total pay bill*	£807,693,038
Provide the total cost of facility time	£164,125
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: 2.54%