

Facility Time Report 2019

In accordance with the Trade Union (Facility Time Publication Requirements) Regulations 2017, we are required to publish certain information on trade union officials and facility time.

Facility time covers duties carried out for the trade union or as a union learning representative, for example, accompanying an employee to disciplinary or grievance hearing. It also covers training received and duties carried out under the Health and Safety at Work Act 1974.

The regulations require the following information to be published on the employer's website:

- Table 1: The number of employees who were relevant union officials during the relevant period, and the number of full time equivalent employees
- Table 2: The percentage of time spent on facility time for each relevant union official
- Table 3: The percentage of pay bill spent on facility time
- Table 4: The number of hours spent by relevant union officials on paid trade union activities as a percentage of total paid facility time hours.

This report covers the period 1 April 2018 to 31 March 2019.

Table 1: Relevant union officials

Number of employees who were relevant union officials during the relevant period	Full-time equivalent employee number
3	2.8

Table 2: The percentage of time spent on facility time for each relevant union official.

How many of our 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%	2
1-50%	1
51%-99%	0
100%	0

Table 3: The percentage of pay bill spent on facility time

Percentage of the total pay bill spent on paying employees who were relevant union officials for facility time during the relevant period.

Total number of hours of paid facility time	164
Total cost of facility time	£4,357
Total pay bill	£23.7m
Percentage of the total pay bill spent on facility time, calculated as: (total cost of facility time ÷ total pay bill) x 100	0.018%

Table 4: The number of hours spent by relevant union officials on paid trade union activities as a percentage of total paid facility time hours.

Hours spent by employees who were relevant union officials during the relevant period on paid trade union activities as a percentage of total paid facility time hours.

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	0%
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