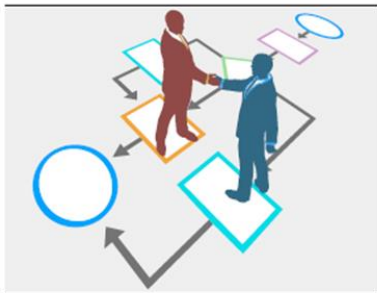


# Trade Union Facility Time Report

## 1<sup>st</sup> April 2017 – 31<sup>st</sup> March 2018



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## 1. Introduction

The On 1 April 2017 the UK Government implemented the requirement introduced by the Trade Union Act 2016 for specified Public-Sector employers to report annually on paid time off provided to relevant Trade Union Officials for Trade Union duties and activities.

### [Trade Union \(Facility Time Publication Requirements\) Regulations 2017 \(SI 2017/328\)](#)

The requirement applies only where the employer has at least one relevant Trade Union Official and 50 or more employees for seven months during the reporting period, which is the period of 12 months beginning 1 April each year.

The first report, for the period 1 April 2017 – 31 March 2018, must be published by 31 July 2018 on the employer's website and, where the employer publishes an annual report, it must be included in the annual report.

Therefore, Dumfries and Galloway Council are required to publish information on the facility time usage and financial spend by relevant Trade Union Officials providing the following detail:

- A. How many employees are relevant Trade Union officials;
- B. The total amount spent on paying relevant Trade Union officials for facility time;
- C. The percentage of total pay bill spent on paying relevant Trade Union officials for facility time;
- D. The percentage of the aggregate amount of facility time taken by relevant Trade Union officials that was attributable to specified categories of duties or activities; and
- E. Information relating to facilities provided for use by relevant Trade Union officials in connection with facility time.

This will be required to be undertaken on an annual basis every financial year and is intended to promote transparency and greater accountability regarding the use of public funds for facility time. Local Authorities and Trade Unions will need to ensure appropriate record keeping is in place to meet the requirement to report annually. It will also mean that scrutiny, both locally and nationally, will be more robust.

It should be noted that under the Trade Union Act 2016 the UK government has reserved powers to make regulations limiting facility time to a fixed percentage of an employee's working time.

## 2. Scottish Joint Council (SJC) Relevant Trade Union Officials Facility Time

Table A:

*How many employees are relevant Trade Union officials*

Number of employees who were Relevant Trade Union Officials	Full-Time Equivalent
25	24.11

Table B:

*The total amount spent on paying relevant Trade Union officials for facility time*

Number of employees with paid Trade Union Facility Time	Full-Time Equivalent	Total spent on paid facility time
3	2.4	£86,214.40

Table C:

*The percentage of total pay bill spent on paying relevant Trade Union officials for facility time*

Total cost of paid facility time	£86,214.40
Total pay bill	£193,500,000.00
% total pay bill spent on paid facility time	0.04%

Table D:

*The percentage of the aggregate amount of facility time taken by relevant Trade Union officials that was attributable to specified categories of duties or activities*

% of time spent	Full-Time Equivalent Days Time Spent	Number of Trade Union Officials
0%	0	9
1 _ 24%	1	4
25 _ 49%	2	8
50 _ 74%	3	1
75 _ 99%	4	1
100%	5	2

Table E:

*Information relating to facilities provided for use by relevant Trade Union officials in connection with facility time*

Facilities Provided for use by relevant Trade Union Officials	Cost
Office at 1 George Street, Dumfries	£0.00

### 3. Teachers and Associated Professionals Relevant Trade Union Officials Facility Time

Table A:

*How many employees are relevant Trade Union officials*

Number of employees who were Relevant Trade Union Officials	Full-Time Equivalent
9	8

Table B:

*The total amount spent on paying relevant Trade Union officials for facility time*

Number of employees with paid Trade Union Facility Time	Full-Time Equivalent	Total spent on paid facility time
7	1.2	£59,471.00

Table C:

*The percentage of total pay bill spent on paying relevant Trade Union officials for facility time*

Total cost of paid facility time	£59,471.00
Total pay bill	£193,500,000.00
% total pay bill spent on paid facility time	0.03%

Table D:

*The percentage of the aggregate amount of facility time taken by relevant Trade Union officials that was attributable to specified categories of duties or activities*

**This information was not reported.**

Table E:

*Information relating to facilities provided for use by relevant Trade Union officials in connection with facility time*

Facilities Provided for use by relevant Trade Union Officials	Cost
Office space as required in Schools	£0.00

## 4. Data Collection and Definitions

Topic	Definition
Timeframe	1 <sup>st</sup> April 2017 – 31 <sup>st</sup> March 2018
Inclusion	Scottish Joint Council (SJC) Recognised Trades Unions Teachers and Associated Professionals Trades Unions
FTE	Full Time Equivalent 1.0fte = 36 hours worked per week (SJC) / 35 hours per week Teaching and Associated Professionals
Source of Workforce Data	iTrent Joint Trades Unions