



Trade Union Facility Time Publication Requirements

Introduction

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

[Report trade union facility time data - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/report-trade-union-facility-time-data)

The information covers the period 1st April 2024 – 31st March 2025.

Facility Time

Facility time is the provision of paid or unpaid time off from an employee's normal role to undertake Trade Union duties and activities as a Trade Union representative. There is a statutory entitlement to reasonable paid time off for undertaking Trade Union duties. There is no statutory entitlement to paid time off for undertaking Trade Union activities.

Table 1 Relevant Union Officials

What was the total number of your employees who were relevant union officials during the relevant period?

Number of employees who were relevant union officials during the relevant period	Full time equivalent employee numbers
2	195.15

Table 2 Percentage of time spent on facility time

How many of your employees who were relevant union officials employed during the relevant period spent a) 0% b) 1-50% c) 51 – 99% d) 100% of their working hours on facility time?

Percentage of time	Number of employees
0%	
1 – 50%	2
51 – 99%	
100%	

Table 3 Percentage of pay bill spent on facility time

Provide the figures requested in the first column of the table below to determine the percentage of your total pay bill spent on paying employees who were relevant union officials for facility time during the relevant period.

First column	Figures
Provide the total cost of facility time	£16857
Provide the total pay bill	£9970978.77
Provide the percentage of the total pay bill spent on facility time, calculated as: (total cost of facility time divided by total pay bill) x 100	0.17%

Table 4 Paid trade union activities

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?

Time spent on 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 divided by total paid facility time hours) x 100	80%
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