

## Trade Union Facility Time

**1. Relevant Period:** 1 April 2019 to 31 March 2020

**2. Facility time** includes:

- Time off for the purpose of carrying out trade union duties as a union representative, union learning representative or union health and safety representative, as well as time off for the purpose of undergoing training relevant to the carrying out of trade union duties
- Time off for accompanying another of the employer's workers to grievance or disciplinary hearings
- Time off for taking part in trade union activities when acting as a union representative

### 3. Calculations

#### Relevant union officials

<i>Number of employees who were relevant union officials during the relevant period</i>	<i>Full-time equivalent employee number</i>
5 employees	<b>FTE number: 4.2</b>

#### Percentage of time spent on facility time

<i>Percentage of time</i>	<i>Number of employees</i>
0%	0
<b>1-50%</b>	<b>5</b>
51%-99%	0
100%	0

#### Percentage of pay bill spent on facility time

<i>First Column</i>	<i>Figures</i>
Provide the total cost of facility time	<b>£2,868.60</b>
Provide the total pay bill	<b>£10,470,732.05</b>
Provide the percentage of the total pay bill spent on facility time, calculated as: (total cost of facility time ÷ total pay bill) x 100	<b>0.03%</b>

#### 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?

Hours spent on paid facility time: 107.5  
 Hours spent on paid trade union activities: 107.50  
 Percentage of total paid facility time hours spent on paid TU activities: 100.00%