

## EMET Facility Time Reporting July 2020

Under the Trade Union (Facility Time Publication Requirements) Regulations 2017, schools and Academy Trusts with more than 49 full time equivalent employees have a legal requirement to publish details of the amount of time taken off work each year by staff who are 'relevant union officials'. For the current year, the 'relevant period' covered 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020.

The relevant data must usually be published by 31<sup>st</sup> July 2020 on the employer's website, on the Cabinet Office website and in the Trust's end of year financial report. However, this year, due to the Covid-19 Pandemic, the deadline for submitting the relevant data has been extended to 30<sup>th</sup> September 2020.

There are four elements which need to be included in the report. These are as follows:

### Relevant union officials

| Number of employees who were relevant union officials during the relevant period | Full-time equivalent employee number |
|--|--------------------------------------|
| 6  | 5.8                                  |

### Percentage of time spent on facility time

| Percentage of time | Number of employees |
|--------------------|---------------------|
| 0%                 | 3                   |
| 1% to 50%          | 3                   |
| 51% to 99%         | 0                   |
| 100%               | 0                   |

Facility time in this context includes:

- Paid time off for the purpose of carrying out trade union duties as a union representative, union learning representative or union health and safety representative
- Paid time off for the purpose of undergoing training relevant to the carrying out of trade union duties
- Paid time off for accompanying another of the employer's workers to grievance or disciplinary hearings

- Paid and unpaid time off for taking part in trade union activities when acting as a union representative

#### 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.

|   |                    |
|---|--------------------|
| Total cost of facility time                             | <b>£23,537.47</b>  |
| Total pay bill  | <b>£36,268,955</b> |
| Percentage of the total pay bill spent on facility time | <b>0.06%</b>       |

#### Paid trade union activities

|  |              |
|--|--------------|
| Time spent on paid trade union activities (as opposed to trade union duties) as a percentage of total paid facility time hours | <b>7.69%</b> |
|--|--------------|

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