

Trade Union (Facility Time Publication Requirements) – 2024

The Trade Union (Facility Time Publication Requirements) Regulations 2017, took effect from 1 April 2017. These regulations were laid following the enactment of the Trade Union Act 2016. The Trade Union Act was passed in May 2016; one of the elements of this Act is the requirement for employers in the public sector to publish information on facility time.

This reporting period runs from **1 April 2024 – 31 March 2025**. The data must be published annually, 31 July the same year.

These regulations require relevant public sector employers to collect and publish, on an annual basis, a range of data in relation to their usage and spend of trade union facility time in respect of their employees who are trade union representatives.

The statutory reporting questions, and Venn's answers are as follows:

1. What was the total number of your employees who were relevant union officials during the relevant period? **2**
2. What was the FTE of the total number of employees? **1.6**
3. How many of your 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? Employee a - **1%-50%** Employee b – **0%**
4. What is the percentage of the total pay bill (i.e. gross wages + pension contributions + national insurance contributions) spent on facility time? **0.08%***
5. 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? **0%**

**** Note: The facilities time for trade union representatives is purchased for Venn as a whole through a pooled budget arrangement. Venn is the employer of two members of staff who have trade union responsibilities, one has been elected as a shop steward trade union representative and attend a half termly JCC meetings, and the other does two days a week for the trade union out of school but is fully funded by the trade union.***