

## Trade Union Facility Time Reporting Regulations Report for 2017/18 as Heart of England NHS Foundation Trust

### Background

The Trade Union (Facility Time Publication Requirements) Regulations 2017 took effect on 1 April 2017. This means that the Trust is now required to publish certain information on trade union officials and facility time on the Trust website and Government portal.

The information contained in this report relates to the Heart of England NHS Foundation Trust for the 2017/18 financial year.

### What does Facility Time cover?

As part of these new regulations, facility time will cover duties carried out for the trade union or as a union learning representative, for example, accompanying an employee to disciplinary or grievance hearing. It will also cover training received and duties carried out under the Health and Safety at Work Act 1974.

### Information to be Reported

The regulations require the following information to be published on the Trust's website:

- **table 1:** the number of employees who were relevant union officials during the relevant period, and the number of full time equivalent employees
- **table 2:** the percentage of time spent on facility time for each relevant union official
- **table 3:** the percentage of pay bill spent on facility time
- **table 4:** the number of hours spent by relevant union officials on paid trade union activities as a percentage of total paid facility time hours.

## 2017/2018 Report

**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 - 25	Full-time equivalent employee number – 21.17
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**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% or d) 100% of their working hours on facility time?

Percentage of time	Number of employees
0%	0
1-50%	23
51%-99%	1
100%	1

**Table 3**

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

Total cost of facility time	63,709
Total pay bill	465,848,622
Percentage of the total pay bill spent on facility time, calculated as: (total cost of facility time ÷ total pay bill) x 100	0.014%

**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 paid trade union activities as a percentage of total paid facility time hours calculated as: 24%

(total hours spent on paid trade union activities by relevant union officials during the relevant period ÷ total paid facility time hours) x 100