

## Trade Union Facility Time Publication Requirements – 2024/25

### Introduction

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

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

**Table 1 – Relevant Union Officials**

Numbers of employees who were relevant union officials during the relevant period	Full-time equivalent employee number
4	3.53 FTE

**Table 2 – Percentage of time spent on facility time**

Percentage of time	Number of employees
0%	0
1-50%	4
51-99%	0
100%	0

**Table 3 – Percentage of pay bill spent on facility time**

Percentage of the total pay bill spent on paying employees who were relevant union officials for facility time during the relevant period.

Total cost of facility time	£ 8,136
Total pay bill	£16,658,679
Percentage of total bill spent on facility time, calculated as: (total cost of facility time ÷ total pay bill) x 100	0.05%

**Table 4 – Paid trade union activities**

Hours spent by employees who were relevant union officials during the relevant period on paid trade union activities as a percentage of total paid facility time hours.

Time spent on paid 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 ÷ total paid facility time hours) x 100	8.85%
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