

## People Committee

<b>Date:</b>	29 July 2020	<b>Attachment:</b>	8																
<b>Title of Report:</b>	2019-20 Trade Union Facility Time																		
<b>Purpose of the report and the key issues for consideration/decision:</b>	This report provides information on trade union officials and facility time in line with the Trusts responsibility to comply with the Trade Union (Facility Time Requirements) Regulations 2017.																		
<b>Prepared by:</b>	Holly Tetley, Head of HR Business Partner Service																		
<b>Presented by:</b>	Holly Tetley, Head of HR Business Partner Service																		
<b>Strategic Objective(s) supported by this paper:</b>	<table border="1"> <tr> <td><b>Financial Sustainability</b></td> <td></td> <td><b>Empower &amp; Engage Staff</b></td> <td>x</td> </tr> <tr> <td><b>Quality of Care</b></td> <td>x</td> <td></td> <td></td> </tr> </table>			<b>Financial Sustainability</b>		<b>Empower &amp; Engage Staff</b>	x	<b>Quality of Care</b>	x										
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<b>Quality of Care</b>	x																		
<b>Is this on the Trust's risk register:</b>	<table border="1"> <tr> <td><b>No</b></td> <td>x</td> <td><b>Yes</b></td> <td></td> <td><b>If Yes, Score</b></td> <td></td> </tr> </table>			<b>No</b>	x	<b>Yes</b>		<b>If Yes, Score</b>											
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<b>Which CQC Standards apply to this report:</b>	Well Led; Safe; Responsive																		
<b>Have all implications related to this report been considered: (please X)</b>	<table border="1"> <tr> <td><b>Finance Revenue &amp; Capital</b></td> <td></td> <td><b>Equality &amp; Diversity</b></td> <td></td> </tr> <tr> <td><b>National Policy/Legislation</b></td> <td>x</td> <td><b>Patient Experience</b></td> <td></td> </tr> <tr> <td><b>Human Resources</b></td> <td>x</td> <td><b>Terms of Authorisation</b></td> <td></td> </tr> <tr> <td><b>Governance &amp; Risk Management (BAF)</b></td> <td>x</td> <td><b>Other:</b></td> <td></td> </tr> </table>			<b>Finance Revenue &amp; Capital</b>		<b>Equality &amp; Diversity</b>		<b>National Policy/Legislation</b>	x	<b>Patient Experience</b>		<b>Human Resources</b>	x	<b>Terms of Authorisation</b>		<b>Governance &amp; Risk Management (BAF)</b>	x	<b>Other:</b>	
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<b>Action Required: (please X)</b>	<table border="1"> <tr> <td><b>Approve</b></td> <td></td> <td><b>Discuss</b></td> <td>x</td> <td><b>Receive for information</b></td> <td></td> <td><b>Decision</b></td> <td></td> </tr> </table>			<b>Approve</b>		<b>Discuss</b>	x	<b>Receive for information</b>		<b>Decision</b>									
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<b>Previously Considered By:</b>	<table border="1"> <tr> <td><b>NA</b></td> <td><b>Date:</b></td> <td></td> </tr> </table>			<b>NA</b>	<b>Date:</b>														
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<b>Recommendations:</b>	That the People committee receive the information on the Trade Union Facility Time for the financial year 2019/20 for assurance.																		

## Trade Union Facility Time Reporting

**1 April 2019 to 31 March 2020**

The Trade Union (Facility Time Requirements) Regulations 2017 came into force on 1 April 2017. Under the regulations Airedale NHS Foundation Trust is required to publish the following information relating to trade union officials and facility time.

**Table 1**

<b>Relevant Union Officials</b>	
<i>What was the total number of your employees who were relevant union officials during the relevant period?</i>	
Number of employees who were relevant union officials employed during the relevant period	Full time equivalent employee number
14	12.5 FTE

**Table 2**

<b>Percentage of time spent on facility time for each relevant union official</b>	
<i>How many of your relevant union officials employed during the relevant period spent a) 0%, b) 1%-50%, c) 51%-99%, d) 100% of their working hours on facility time?</i>	
Percentage of time	Number of employees
0% - 1%	8
1% - 50%	5
51% - 99%	0
100%	1

**Table 3**

<b>Percentage of pay bill spent on facility time</b>	
<i>What is the percentage of the pay bill spent on facility time?</i>	
Total cost of facility time	£56,479.69
Total pay bill	£124,475,000
Percentage of the pay bill spent on facility time	0.04%

**Table 4**

<b>Paid trade union activities</b>
<i>As a percentage of total paid facility hours, how many hours were spent by employees who were relevant union officials on paid trade union activities?</i>
0%