



## Trade Union Facility Time Report 1 April 2017 - 31 March 2018

30 July 2018

The Scottish Legal Aid Board

[www.slab.org.uk](http://www.slab.org.uk)

Trade Unions play an important role in the modern workplace and there are considerable benefits to both employers and employees when organisations and unions work well together. The Scottish Legal Aid Board is committed to working in partnership with our recognised trade union. This commitment is demonstrated through our bargaining framework and is supported by an ongoing recognition agreement.

The Trade Union (Facility Time Publication Requirements) Regulations 2017 came into effect on the 1st April 2017. These regulations place a legislative requirement on relevant public sector employers to collate and publish, on an annual basis, a range of data on the amount and cost of facility time within their organisation.

The purpose of these regulations is to promote transparency and allow for public scrutiny of facility time.

The range of data required is detailed below:

- Facility Time Reporting Tables 2017-18
- Trade Union Act 2016: Facility Time Reporting from 1 April 2017 - 31 March 2018

### 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	Full time equivalent employee number
4*	4.0

*\*This number also includes all those who are recognised as representatives who would be eligible to take time off for trade union duties but have not requested any time off during the reporting period.*

### 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%	2
1 – 50%	2
51 – 99%	0
100%	0

### Table 3: 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	£335*
Total pay bill	£16,399,000
Provide the percentage of the total pay bill spent on facility time, calculated as: (total cost of facility time ÷ total pay bill) x 100	0.002%

*\*This includes, as required, employer costs such as National Insurance and pension contributions, where applicable.*

#### **Table 4: Paid Trade Union Duties**

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?

$$0^* \div 27.64^{**} \times 100 = 0.00\%$$

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

*\* and \*\* Due to long term absence, the full-time area official, who is not an employee, provided support and performed union activities throughout the year.*