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Trade Union Facility Time

Purpose:

The Trade Union (Facility Time Publication Requirements) Regulations 2017 implement the requirement introduced by the Trade Union Act 2016 for specified public sector employers (including Academies) to publish information annually on 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.

Background:

The reportable information for Bradford Diocesan Academies Trust is set out below and refers only to facility time linked to those trade union representatives who are part of BDATs' workforce (e.g. workplace representatives at the Trust's academies).

- Total number of staff who are union representatives across the trust.
- Percentage of time that representatives spend on union duties.
- Total pay bill for the business including on costs.
- Amount paid to Local Authorities for access to union representative time.
- Charges as a percentage of the total pay bill

This report covers the year from 1 April 2023 to 31 March 2024 and includes information relating to the 19 academies who were part of the Trust for this period.

Further details of the reporting requirements can be found here:

[Trade union facility time in schools - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/trade-union-facility-time-in-schools)

Table 1 – relevant union officials working in BDAT Schools:

Relevant Union Officials working in BDAT Schools	1 April 2022 – 31 March 2023	1 April 2023-31 March 2024
Number of employees who were relevant union officials during the relevant period	3 (10)	2 (9)
Full time equivalent employee number	2.51 (9.11)	2 (9)
Full time equivalent on facility time	1.50	0.8

The number of staff includes 2 staff included in the Local Authority "Pooled Arrangement" with the school being refunded for salary costs and 7 workplace representatives who are available to advise staff when required.

Not included in the above table: The trust employees 1 member of staff on a 0.7fte contract. The staff members salary is fully reimbursed by the Local Authority for union facility time work across Bradford schools.

Table 2 – Percentage of time spent on facility time:

Percentage of Time Spent on Facility Time	1 April 2022 – 31 March 2023	1 April 2023-31 March 2024
0%	7	7
1% - 50%	2	2
51% - 99%	0	0
100%	1	0

This table represents the percentage of time that each member of staff spends on facility time. This includes the 2 staff across BDAT that are included in the Local Authority Pooled Arrangement.

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

Percentage of Pay Bill Spent on Facility Time	1 April 2022 – 31 March 2023	1 April 2023-31 March 2024
Total Cost of Facility Time	£87,474	£46,898.44
LA Pool Reimbursement	(£87,474) *	(£46,898.44)*
Net Cost of Facility Time	£0	0
Total Pay Bill	£49,097,611	£53,950,000
Percentage of Pay Bill Spent on Facility Time	0%	0%
BDAT Trade Union Facilities Time Subscription		£44,950**

*Local Authority Facility Time Reimbursed

** Annual trade union facilities time subscription paid by BDAT academies.

The cost of facility time takes into account the paid time spent by relevant union officials on trade union work, and the money paid by academies into local authority shared facility arrangements, as well as the money reimbursed for salaries of colleagues seconded to local officer roles.

Table 4 – paid trade union activities:

Percentage of Pay Bill Spent on Facility Time	1 April 2022 – 31 March 2023	1 April 2023-31 March 2024
Hours Spent on Paid Facility Time	1,852	1,012
Hours Spent on Paid Trade Union Activity	0	0
Time Spent on Paid Trade Union Activities, as a Percentage of Total Paid Facility Time to BDAT employees	0%	0%

Bradford Diocesan Academies Trust has a Trade Union Recognition Agreement and meets regularly with both teaching and non-teaching unions to discuss and consult on matters relating to staffing, pay and policies.

We recognise the importance of having good working relationships with the unions and the great work that school-based representatives can do. For our staff, having access to a representative from outside the school when they need one is also important.

Matthew Hill
Deputy Chief Finance Officer
26 June 2024