



## The SMB Group 2019 TRADE UNION FACILITIES TIME REPORT

### Introduction

The Trade Union (Facility Time Publication Regulations) came into effect on 01 April 2017. As a result of this there is a legislative requirement for Public Sector employers which includes Stephenson College to collate and publish annually information on the amount and cost of facility time within the organisation for the “relevent period”

The relevent period is the 12 Months from 01 April to 31 March every year.

There are four sets of data which the College must publish:

1. Relevent Trade Union Officials: The number and FTE equivalent of employees who were relevent union officials during the relevent period.
2. Percentage of time spent on Facility time: The number of employees employed during the relevent period and the percentage of working hours spent by each relevent union official on facilities time.
3. Percentage of pay bill spent on facility time: The percentage of the total wage bill spent on facility time.
4. Paid Trade Union Activities: The time spent on trade union activities as a percentage of total paid facility time.

The College is required to publish this information on the below sites:

- On the SMB Group Website website
- In the SMB Group’s annual report which covers the relevent period
- On a website maintained on or behalf of the Government.

Further details on the Trade Union Facilities Reporting can be found at:

<https://www.gov.uk/government/publications/trade-union-facility-time-publication-requirements>

### Trade Union Representation within the SMB Group

The SMB Group has an active Trade Union recognition in place with two Trade Unions.

- UCU which represents teaching and management staff
- Unision which represents support staff



The College and the recognised trade unions meet formally through its JCC (Joint Consultative Committee) forum throughout the academic year which fosters continuous, positive and productive working relationships.

## Statutory reporting

The below information relates to the relevant period of 01 April 2019 to 31 March 2020.

### 1.Relevant Trade Union Officials

Number of employees who were relevant union officials during the relevant period	Full time Equivalent number
4	3.56

### 2.Percentage of time spent on Facility time

Percentage of time spent	No of employees
0%	0
1-50%	4
51-99%	0
100%	0

### 3.Percentage of pay bill spent on facility time

	Figures
Total cost of facility time	£2,496.11
Total pay bill	£6,709,775.51
Percentage of the total pay bill spent on facility time	0.04%

September 2020

INNOVATIVE

ETHICAL

EXCELLENT

SUSTAINABLE



#### 4. Paid trade union activities

	Figure
Time spent on paid trade union activities as a percentage of the total paid facility hours	42%

#### Declaration

I can confirm that the College's Trade Union Calculations are accurate and are in accordance with the Trade union (Facility Time Publications Requirements).

**Vanessa Scales**

**Vice Principal of Human Resources and Organisational Development**