

City of Edinburgh Council

Facility Time 2024-25

Introduction

The Trade Union (Facility Time Publication Requirements) Regulations 2017 placed 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.

In line with our obligation under these regulations, the City of Edinburgh Council (the Council) publish our annual report setting out the Facility Time of the Council union representatives and associated costs for the period April 2024 until March 2025.

The Council and the Trade Unions are committed to working together to achieve shared aims, objectives, and outcomes. This will be carried out in the spirit of respect, integrity, and flexibility as partners in employee matters.

We're committed to working in partnership with our recognised trade unions who represent both non-teaching and teaching colleagues across our organisation.

The unions make an invaluable contribution to the work we do and it's important we work together effectively with our trade union partners. To help us achieve this, in 2023 we developed a new Working Together Protocol which supports the collective partnership agreement between our organisation and trades unions. We have also updated our policy to provide time off for Trade Union Representatives as well as improved the recording and reporting of Facility Time.

We recognise the following trade unions:

UNISON

GMB

UNITE

EIS (Education Institute of Scotland)

SSTA (Scottish Secondary Teachers' Association)

NASUWT (National Association of Schoolmasters Union / Women Teachers)

Annex A – Central Function

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 official during the relevant period	Full-time equivalent employee number
110	97.12

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%	68
1-50%	35
51-99%	3
100%	4

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.

	Figures
Provide the total cost of facility time	£358,613
Provide the total pay bill	£438,200,000
Provide the percentage of the total pay bill spent on facility time, calculated as:	0.08%

(total cost of facility time / total pay bill) x 100	
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Table 4

Paid trade union activities

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?

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) x 100	0% All Trade Union activities are unpaid within the City of Edinburgh Council
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Annex B – Education Function

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 official during the relevant period	Full-time equivalent employee number
178	161.69

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%	54
1-50%	119
51-99%	2
100%	3

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.

	Figures
Provide the total cost of facility time	£472,288.65
Provide the total pay bill	£217,800,000.00
Provide the percentage of the total pay bill spent on facility time, calculated as:	0.22%

(total cost of facility time / total pay bill) x 100	
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Table 4

Paid trade union activities

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?

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) x 100	0% All Trade Union activities are unpaid within the City of Edinburgh Council
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