**Report to Hartlepool Schools’ Forum 15 November 2019**

**From Rachel Clark, Head of Human Resources**

# Agenda Item 3 - Trade Union Facility Time

1. **Purpose of Report**

1.1 The purpose of the report is to update Schools’ Forum on the current status of the de-delegated fund for trade union facility time.

**2. Background**

2.1 Trade union representatives, and members of an independent trade union which is recognised by the employer, have a statutory right to time off when taking part in trade union activities.

2.2 The benefits of de-delegation of trade union facility time and utilising representatives across all schools in Hartlepool has been established and accepted by the Schools’ Forum.

2.2 The Schools’ Forum annually agree if they will de-delegate funding for this budget, or in the case of academies enable them to contribute to this budget . This fund enables schools to recover the cost of supply staff for the release of a trade union representative who undertakes duties on behalf of a recognised trade union across schools and academies in Hartlepool. This is different to local trade union shop stewards / local school representatives who are nominated or elected from their work colleagues in a particular school.

2.3 In September 2017, Schools’ Forum agreed to pay a daily rate of £200 to reimburse schools who host teachingTrade Union Representatives who provide services across schools and academies in Hartlepool.

2.4 The de-delegation for 2019/20 was agreed at Schools’ Forum on 12 November 2018. The funding was reduced from £2.45 per pupil to £1.25 per pupil for all primary and secondary schools including academies, bringing it well below the mean average spend per pupil across the North East Local Authorities. In addition all academies bought this service back at the same rate. Total funding of £16,714 was agreed.

2.5 In June 2019, Schools’ Forum agreed to fund the sharing of non-teaching trade union facility time and contribute to the Local Authority costs on an annual basis. In 2019/20 this was £3,075 for the year.

2.6 The Local Authority HR Services have been asked to provide a quarterly update to Schools’ Forum in relation to the de-delegated budget for trade union facility time.

**3. LA managed Trade Union Facility Time Costs Update**

3.1 There continues to be no facility time arrangement for teaching trade union representatives representing their members across Hartlepool Schools so there have been no claims made on the fund so far for the 2019/20 year.

3.2 Although there are currently no teaching trade union representatives working across Hartlepool Schools, this position could change at any point in time.

3.3 The opening TU reserve as at 1 April 2019 was £57k. Schools’ Forum agreed to fund the Designated Education Officer for Early Years from this reserve in 2019/20 at a cost of £19k. This left a reserve balance of £38k.

3.3 In June 2019, the local authority confirmed a nil spend against the de-delegated budget of £16,714 to date. Following the decision by Schools’ Forum at this meeting, approval was given to contribute £3,075 for non-teaching representation in 2019/20. If the nil spend continues for teaching trade unions in 2019/20, the expected reserve balance at 31st March 2020 is the £38k stated in paragraph 3.3, along with the 2019/20 underspend against the de-delegated budget of £14k (£16,714 less £3,075) – a reserve balance of £52k.

3.4 At the Schools’ Forum meeting on 11 October 2019, it was agreed to fund the Designated Education Officer post for 2020/21 from the same reserve. Therefore, there is an agreed call on the reserve balance in next financial year of £19k. Before any 2020/21 spend against the de-delegated budget, the remaining reserve balance is expected to be £33k.

3.3 If the remaining reserve is not spent, then the local authority will review whether to confirm a break from any payments on an annual basis.

**4. Recommendation**

Schools’ Forum are asked to note the contents of the report in relation to Local Authority Trade Union Facility Costs Update at paragraph 3.