

## Amendment to Annual Report and Accounts 2017/18

The **Staff Report** (commencing page 102 of the Annual Report and Accounts 2017/18) includes a section on statutory reporting for Union Facility Time whereby the Trade Union (Facility Time Publication Requirements) Regulations 2017 requires relevant public sector organisations to report on trade union facility time in their organisation. Facility time is paid time off for union representatives to carry out trade union duties and/or activities.

The data reported within the Annual Report and Accounts 2017/18 includes errors in Table 3 of the data which led the CCG to calculate the percentage of the total pay bill spent on Facility Time as 1%, this should in fact be reported as 0.03%. The full (corrected) report on Union Facility Time is shown below and should replace the narrative and data contained on pages 104 to 105 of the CCG Annual Report and Accounts 2017/18.

*Note: the corrected data has been reported within the central return to gov.uk, submitted as part of the statutory reporting requirements.*

**Table 1**  
**Relevant union officials**

What was the total number of your employees who were relevant union officials during the relevant period?

<i>Number of employees who were relevant union officials during the relevant period</i>	<i>Full-time equivalent employee number</i>
1	48.6

**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?

<i>Percentage of time</i>	<i>Number of employees</i>
0%	0
1-50%	1
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.

<i>First Column</i>	<i>Figures £000s</i>
Provide the total cost of facility time	0.5 -1.5
Provide the total pay bill	3,439
Provide the percentage of the total pay bill spent on facility time, calculated as: (total cost of facility time ÷ total pay bill) x 100	0.03%

**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?

<p><i>Time spent on paid trade union activities as a percentage of total paid facility time hours calculated as:</i></p> <p><i>(total hours spent on paid trade union activities by relevant union officials during the relevant period ÷ total paid facility time hours) x 100</i></p>	0%
---	----

*Note: 100% of Union Facility Time was spent on 'union duties' rather than 'union activities'.*