

## 60032 Trade union facility

The details of any office accommodation your organisation provides to staff to carry out trade union business. Please include details of:

Space measured in square feet

How much of this space is contained within entirely separate buildings (i.e. occupied solely by staff carrying out trade union business)

Whether a professional valuation of the market rental value of the space has been sought either in-house or externally, and if so, what the valuation of the space was

Any charges the council levy for office space given to trade unions.

The Council will make reasonable facilities available to trade union representatives which are necessary for them to carry out their duties efficiently and communicate effectively with their members. While most representatives tend to work from their local union offices, we do offer a room to be shared between all our unions within Waverley Court. The room is fully within one building and is approximately 144 ft<sup>2</sup>. The space was valued by an in-house surveyor and market rent was assessed as being £4,650 per annum. There is no charge to the trade unions for use of this space.

Do you deduct trade union subscriptions for any of your employees via payroll (sometimes known as the 'check off' system)? If so, do you charge a fee to the trade unions concerned for providing this service?

Where colleagues have chosen to do so, the Council will make deductions from salary for trade union subscriptions and charges a 2.5% admin fee to the trade unions.

With regard to trade union facility time, please provide the total cost of facility time from your pay bill for the financial year 2024/25 and the budget for the current financial year. Please also advise the current number of employees that you fund to be union officials, measured as full time equivalents? (For guidance on definitions please refer to the Government's Transparency Code for local government: <https://www.gov.uk/government/publications/local-government-transparency-code-2015/local-government-transparency-code-2015>)

The City of Edinburgh Council publishes a [Facility Time Report](#) annually on its website. There is no set budget for facility time across the Council, as this will vary depending upon representatives and any reasonable time off requested.

Please advise any estimates for other costs met for those staff on trade union facility time apart from salaries - including travel expenses, office supplies, telephone expenses and energy bills.

No other costs are paid to trade union representatives within the Council.