

Union Work supported by 'Facilities Time' Sept 2014 – May 2015

Report to West Berkshire Schools Forum

| Casework                       | Email | Phone | In person | Meeting | Hearing |
|--------------------------------|-------|-------|-----------|---------|---------|
| Capability Issues <sup>1</sup> | 65    | 21    | 15        | 4       |         |
| Pay & Conditions               | 96    | 23    | 14        | 17      |         |
| Contracts                      | 30    | 9     | 4         | 2       |         |
| Disciplinary Issues            | 32    | 13    | 10        | 5       | 4       |
| Grievance                      | 22    | 13    | 4         | 3       |         |
| Redundancy                     | 23**  | 15    | 12        | 6       |         |
| Restructuring                  | 19**  | 8     | 10        | 4       |         |

| Collective               | In Person |
|--------------------------|-----------|
| LA Meetings <sup>2</sup> | 48**      |
| Del Train                | 11        |
| Personal                 |           |
| Receive Train            | 17        |
| Research                 |           |
| Union Briefing           | 11        |

|                   |         |
|-------------------|---------|
| Union Conferences | 10 days |
|-------------------|---------|

<sup>1</sup> Includes formal support through appraisal

<sup>2</sup> Such as Joint Consultative Panel and Education Liaison meetings.

\*\* The number of attendances; more than one representative is likely to have been present at each meeting

### Notes

**Email:** number of members supported by an exchange of emails

**Phone:** number of members supported through at least one phone call.

**In person:** number of members with whom a representative has met at least once

**Meeting:** number of members supported at a meeting with management.

**Hearing:** number of members supported at a hearing

### Commentary

In each case there is very often additional activity involved e.g. a phone contact may result in email or phone contact with one or more bodies involved in the case e.g. the member's school, Human Resources or a School Improvement Advisor.

Members in West Berkshire schools are able to contact union representatives directly by email and telephone.

In addition to the above, time has been spent on consultation on policy and guidance documentation that the LA intends to issue to schools, research, planning, inter union and internal union consultation.

### Unfunded time

Representatives spend time on internal union organisation such as attending, committee and general meetings. These activities are not undertaken in 'facilities time' Each union has a support infrastructure for its representatives that includes reference resources as well as briefings and training courses included above.