Date: 12 November 2026

Dear

ATISN 27585 – Trade Unions

Thank you for your request which I received on 28 September. You asked for the information as listed at Annex 1, where responses are also provided.

Please note that the information provided is limited to information held by the Welsh Government. Requests for information held by Welsh Government Sponsored Bodies should be directed to the relevant organisation.

Next steps

If you are dissatisfied with the Welsh Government's handling of your request, you can ask for an internal review within 40 working days of the date of this response. Requests for an internal review should be addressed to the Welsh Government's Freedom of Information Officer at:

Information Rights Unit
Welsh Government
Cathays Park
Cardiff
CF10 3NQ

or e-mail: Freedom.ofinformation@gov.wales

Please remember to quote the ATISN reference number above.

You also have the right to complain to the Information Commissioner. The Information Commissioner can be contacted at:

Information Commissioner's Office
4th Floor
No. 3 Circle Square
5 Hawkshaw Street
Manchester
M1 7BL

Website: www.ico.org.uk

However, please note that the Commissioner will not normally investigate a complaint until it has been through our own internal review process.

Yours sincerely

Annex 1

The following information, covering staff employed by the Welsh Government and Welsh Government Sponsored Bodies and the financial years 2021-22 to 2025-26:

1. A copy of every current trade union recognition agreement between the Welsh Government and any trade union representing its staff.

Please see the attached Trade Unions Policy and Social Partnership Agreement.

2. A copy of the agreement, decision, ministerial advice or other document establishing the Welsh Government's funding of up to 10 full-time equivalent trade union representatives, together with any subsequent document reviewing or amending that allocation.

The original decision and any subsequent review has not been located.

3. For each financial year, the number of full-time equivalent trade union representative posts funded by the Welsh Government; the number of individual members of staff filling those posts; the grade of each post; the trade union to which each post is allocated; and the total pay cost of those posts, including employer on-costs, or, if that is not held, the budget allocated to them. I am content for any figure below five to be suppressed to protect personal data.

We only have the costings for the 2025-26 financial year. There are 10 individual members of staff in these posts totalling 8.8 FTE. 7 of those are released for all their contracted hours. There is also one vacant post. Based on average grade costs (including salary, employer pension contributions, employer national insurance contributions and the apprentice levy) the total pay cost is estimated at £703,252 per annum. The trade union posts are ungraded.

4. Whether this funding is provided by releasing salaried Welsh Government staff, by payment to the trade unions concerned, or by any other means, and the value of any payment made by the Welsh Government to a trade union in each financial year.

Funding is provided by releasing salaried Welsh Government employees from their substantive duties.

5. A copy of any policy or guidance governing paid time off for trade union duties and activities for representatives who do not fill one of the funded full-time equivalent posts, together with the number of such representatives currently designated, broken down by trade union.

Please see the attached Trade Unions Policy.

6. A copy of any policy or guidance governing paid or unpaid special leave for trade union activities, including attendance at union conferences, national executive or

equivalent committee meetings, and internal union elections.

Please see the attached Trade Unions Policy and relevant sections Special Leave Policy below

6.10 Time off for Safety Representatives

6.10.1 The WG will, under the Safety Representative and Safety Committee Regulations 1977, grant safety representatives special leave with pay as necessary to enable them to:

perform their functions properly;
attend meetings of safety committees; and
attend training courses that are approved by the appropriate trade union.

No special leave request form is necessary for performing safety representative functions.

6.10.1 *Applications to take special leave with pay to attend training courses which may be organised by staff associations or the Trade Union Congress should be submitted by safety representatives via their line manager and Head of Branch to the Corporate Shared Service Centre via the e-form system.*

6.30 Trade Union Activities

6.30.1 Paid special leave up to 25 days may be granted within the limit for each leave year for the activities listed in 6.30.3. This increases to 40 days for members of National Executive Committees and Councils.

6.30.2 When considering requests for special leave with pay for these purposes, management will bear in mind the need to avoid disruption of official work and to maintain services to the public, though proper requests will not be unreasonably refused. Additionally unpaid special leave may be allowed in exceptional circumstances for activities like those in 6.30.3.

6.30.3 Trade union activities are defined as:

a) *Taking part as a representative in meetings of official policy making bodies of the recognised union (such as National Executive or section Executive Committees), meetings of the recognised Trade Unions, or meetings of Branch/Group/Section Executive Committees.*
b) *Attendance at a Conference of a recognised trade union in the Civil Service, whether as a delegate or as a trainee delegate.*
c) *Representing one of the recognised trade unions on external bodies, relevant to employment in the Civil Service, e.g. at Trade Union Congress meetings.*
d) *Duty as Organiser or Treasurer.*

7. In relation to the deduction of trade union subscriptions through payroll: the number of staff for whom deductions are currently made, broken down by trade

union; whether any charge is made to the trade unions concerned for administering these deductions and, if so, the income received in each financial year; and a copy of any agreement governing the arrangement.

As at 2 October 2026, 661 staff paid subscriptions through payroll. No administration charge is currently made as this is part of business as usual payroll activity.

8. Details of any office accommodation, equipment, IT access or other facilities provided by the Welsh Government to recognised trade unions, including any recorded cost for each financial year.

Office accommodation, meeting facilities, IT access and practical support are provided. Costs are not separately recorded.

9. A copy of any internal audit, review, evaluation or value-for-money assessment of the funded trade union representative posts or wider facility time arrangements carried out since 1 April 2017.

No relevant assessment has yet been identified.