



Information Governance Team

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25 February 2026

Dear Sir/Madam

**Freedom of Information Act 2000 (FOIA)
Request ID: FOI792700918**

Thank you for your request for information relating to Trade Unions.

You have requested the following information:

1. 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

Trade unions are located on the ground floor in Thomas Yeoman House Area: 1554 ft 2. Trade Union business is also conducted in Enterprise House Unit F10 – Area: 2804 ft 2.

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

Neither the space in Thomas Yeoman House nor that in Enterprise 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

We confirm we do not hold this information, and we are informing you as per Section 1(1) of the Act. We do not record information relating to the professional valuation of the space on our system.

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

We confirm that rent and service charge transactions have been posted, however we do not hold

information as to whether or not a proportion of these have been recharged to the Trade Unions, and we are therefore informing you as per Section 1(1) of the Act that we do not record this information on our system.

However, in order to fulfil our obligation as per Section 16 of the FOIA to advise and assist you, we can advise the following:

Rent and service charge transactions for Thomas Yeoman House on floor area basis (total divided by space occupied circa £16,218 per annum

Rent and service charge transactions for Unit F10 have been posted to FM cost centre 12043 (IDR2583 Enterprise House F10); 25/26 £24,368.55 and £32,575.00 on account respectively.

2. 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?

Yes, we confirm we do make deductions from payroll for multiple trade unions. We currently have a DOCAS agreement with one of the trade unions which allows us to apply a monthly charge.

3. 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>)

We confirm this information falls under the exemption(s) in Section 21 of the Freedom of Information Act 2000, which relates to 'information reasonably accessible to the applicant by other means.'

The exemption applies as the information is published and publicly available to view by accessing both the Council and the Government websites, please use the following links:

<https://www.coventry.gov.uk/information-governance/tu-facility-time-publication-submission>

<https://www.gov.uk/government/publications/local-government-transparency-code-2015/local-government-transparency-code-2015>

This exemption is not subject to the public interest test.

4. 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.

There have been no travel expenses for the last calendar year reimbursed to trade union staff.

The supply of information in response to a FOI request does not confer an automatic right to re-use the information. You can use any information supplied for the purposes of private study and non-commercial research without requiring further permission. Similarly, information supplied can also be re used for the purposes of news reporting. An exception to this is photographs. Please contact us if you wish to use the information for any other purpose.

For information, we publish a variety of information such as: [FOI/EIR Disclosure Log](#), [Publication Scheme](#), [Facts about Coventry](#) and [Open Data](#) that you may find of useful if you are looking for information in the future.

If you are unhappy with the handling of your request, you can ask us to review our response. Requests for reviews should be submitted within 40 days of the date of receipt of our response to your original request email: infogov@coventry.gov.uk

If you are unhappy with the outcome of our review, you can write to the Information Commissioner, who can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or email icocasework@ico.org.uk.

Please remember to quote the reference number above in your response.

Yours faithfully

Information Governance