

**REPORT TO:** Cabinet

**MEETING DATE:** 9 November 2021

**BY:** Executive Director for Council Resources

**SUBJECT:** Queen's Platinum Jubilee – June 2022

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## **1 PURPOSE**

- 1.1 To inform Cabinet of the UK Government's decision to have a four-day Bank Holiday weekend to celebrate the Queen's 70 year reign from Thursday 2 June until Sunday 5 June 2022.
- 1.2 To seek Cabinet approval to agree an additional day's annual leave (pro-rata) for all employees on Friday 3 June 2022 to mark the occasion.

## **2 RECOMMENDATIONS**

- 2.1 That Cabinet agree to an additional day's annual leave (pro rata) for all employees on Friday 3 June 2022.

## **3 BACKGROUND**

- 3.1 The UK Government announced a change in the date of next year's early May bank holiday from Monday 2 May to Thursday 2 June 2022 along with an additional Bank Holiday on Friday 3rd June 2022 to celebrate her Majesty the Queen's 70<sup>th</sup> anniversary as monarch. The holidays will form part of a four day weekend of celebration of the first British monarch to reach this milestone.
- 3.2 East Lothian Council does not have a general fixed holiday in May for non-school based employees so there is no opportunity to move any existing May holiday. The public holidays are agreed each year and taken to JCC for noting.
- 3.3 It is the Council's proposal that services (with some exceptions) will observe Friday 3 June as an additional fixed day's annual leave. Consultation has taken place with the Joint Trades Unions, who are supportive of the Council proposal to award an additional day's annual leave (pro rata) to all employees on Friday 3 June 2022 and leave the

public holidays as in previous years. Some employees due to the nature of the service they operate in may be required to work that day or because of their work pattern would not be due to be at work that day, will be given the day to take at some alternative time within their leave year.

3.4 Schools are required to provide 190 days employee teaching per year and any reduction in this number must be approved by the Scottish Government. Approval has been sought from and agreed by the Scottish Government to reduce the pupil teaching days from 190 days to 189 days in 2022.

3.5 At Cabinet on 10 September 2019 the Council Leave Policy was amended to grant Cabinet the powers to award additional leave in accordance with the para below:-

“3.3 On occasion, to mark events of significant national importance, the Council may decide to grant an additional fixed day as annual leave for all or specific employee groups as appropriate.”

#### **4 POLICY IMPLICATIONS**

4.1 The ability of Cabinet to grant an additional leave on special occasions was confirmed at Cabinet on 10 September 2019.

#### **5 INTEGRATED IMPACT ASSESSMENT**

5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

#### **6 RESOURCE IMPLICATIONS**

6.1 Financial – The costs of this additional days leave will largely be contained from within existing budgets.

6.2 Personnel - There may be some issues around shorter working days and changed shift patterns caused by the additional days leave. Information will be provided for all employees on the application arrangements of this change.

6.3 Other - None

#### **7 BACKGROUND PAPERS**

7.1 None

<b>AUTHOR'S NAME</b>	Paul Ritchie
<b>DESIGNATION</b>	HR Operations Manager
<b>CONTACT INFO</b>	01620 827767 pritchie@eastlothian.gov.uk
<b>DATE</b>	29/09/21