

**ANGUS COUNCIL**

**ANGUS COUNCIL – 10 SEPTEMBER 2020**

**ADDITIONAL DAY OF LEAVE FOR COUNCIL EMPLOYEES**

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**ABSTRACT**

This report provides an implementation plan for an additional day of leave for all council staff in recognition of the response to COVID-19.

**1. RECOMMENDATION**

It is recommended that Angus Council considers and approves:

- (i) the proposed implementation plan for the award of an additional day of leave subject to subsequent approval by Angus Joint Negotiating Committee for Teachers (AJNCT) and Children & Learning Committee in relation to teachers and schools.

**2. ALIGNMENT TO THE COUNCIL'S WORKFORCE PLAN**

- 2.1 This report contributes to the key priority of reward and recognition of employees within the Council's Workforce Plan

**3. BACKGROUND**

- 3.1 Reference is made to Item 5 of the minute of meeting of the Special Arrangements Committee of 23 June 2020.
- 3.2 A motion was agreed by the Special Arrangements Committee on 23 June 2020 to award an additional day of leave to all council staff in recognition of the response to COVID-19. Officers were remitted to explore how this might work in practice.

**4. CURRENT POSITION**

- 4.1 Indications are that national approaches to recognition of council employees' response to the pandemic are likely to be explored. In the meantime, COSLA has advised that this proposal does not overlap with anything they are exploring as they support local determination.
- 4.2 Teachers' annual leave is agreed at national level, but other leave is devolved. The additional day of leave could therefore be classified as special leave. However, devolved matters, including special leave, must be agreed locally with AJNCT and as it impacts on schools opening be subsequently approved by the Children & Learning Committee. Parents and other stakeholders would also need to be made aware of this change to scheduled teaching days.

**5. PROPOSALS**

- 5.1 For all Local Government (LG) staff (except those who are school based and on term time contracts) currently in post and in post prior to 1 July 2020 it is proposed that a day of special leave is added to their 2020 leave entitlement (pro rata for part-time/an average number of daily hours for those who work non-standard days) to be used, if possible, prior to the end of 2020 on a date suitable to the employee and their manager.
- 5.2 It is recognised that some employees may be unable to take annual leave due to the role they undertake and the impact of COVID19 and will be eligible to carry forward some leave until no

later than 31 December 2022. It is therefore recommended that these employees if required will be able to carry the additional day of leave over until no later than 31 December 2022.

- 5.3 For teachers and other associated professionals on SNCT conditions and school-based LG staff on term time contracts currently in post and in post prior to 1 July 2020 two early finish dates are proposed (equivalent of one day) as follows:

Wednesday 23 December 2020 – lunchtime school closure

Thursday 24 June 2021 – lunchtime school closure

Should these arrangements be agreed by the Council they will require to be considered and agreed by the AJNCT and Children & Learning Committee.

## 6. FINANCIAL IMPLICATIONS

- 6.1 For the majority of staff an additional day of leave will not have a direct financial impact for the Council but in those services where staff absences must be covered there are likely to be backfill costs incurred. These costs are estimated in the table below:

Salary costs	On costs	Total
£37,000	£9,000	£46,000

- 6.2 The above estimated cost will be spread over a number of service areas and in some cases will straddle financial years and on this basis services will seek to contain the costs within existing budgets including the corporate staff slippage budget.

## 7. OTHER IMPLICATIONS

- 7.1 There may be implications in terms of service delivery due to all eligible employees having one day of additional leave. The proposals as set out in section 5 seek to mitigate these implications.

## 8. CONSULTATION

- 8.1 The Corporate Leadership Team and Trade Unions have been consulted in the preparation of this report.

**NOTE:** No background papers, as detailed by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to a material extent in preparing the above report.

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