

ANGUS COUNCIL

ANGUS COUNCIL – 4 NOVEMBER 2021

HER MAJESTY THE QUEEN'S PLATINUM JUBILEE – JUNE 2022

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ABSTRACT

This report provides an implementation plan to allow council staff to join in the celebrations for Her Majesty the Queen's Platinum Jubilee in June 2022

1. RECOMMENDATION(S)

It is recommended that Angus Council considers and approves:

- (i) the proposed implementation plan to move the May Day public holiday in 2022 only from Monday 2 May to Thursday 2 June; and
- (ii) grant an additional day of leave for council employees on Friday 3 June 2022 in line with Scottish Government proposals.

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

Her Majesty Queen Elizabeth II will celebrate her Platinum Jubilee in June next year.

The First Minister has confirmed, along with the other nations of the United Kingdom, the movement of the late May Bank Holiday in 2022 and the introduction of a Bank Holiday to mark the celebration of Her Majesty's Platinum Jubilee.

In relation to schools, Scottish Government Ministers confirmed the importance of families in Scotland being able to participate in the celebrations and their support for these days being taken as school holidays. To help support education recovery, their initial position was that the May Day holiday be moved to Thursday 2 June 2022 and that the holiday on Friday 3 June 2022 be drawn from the existing number of school holiday days currently provided for. They also confirmed that the statutory requirement to provide 190 days of schooling per year should remain in place. Following a request from Glasgow City Council for an exemption from this, the Scottish Government have subsequently confirmed they will be supportive of exemption requests submitted by councils.

4. CURRENT POSITION

- 4.1 CoSLA has confirmed there will be no national position regarding the Queen's Platinum Jubilee celebrations and that it will be for councils to determine arrangements at a local level.
- 4.2 In light of the above, and following discussions with colleagues in Dundee City Council, Perth & Kinross Council and Tayside Contracts, it was agreed it would be preferable to reach a consistent approach across Tayside and to support a four-day weekend for all staff.
- 4.3 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 Move the May Day public holiday (2 May 2022) to 2 June 2022 for all council employees.
- 5.2 Grant an additional leave day (pro rata) - **not** a public holiday - on 3 June 2022 for local government employees. In services where employees are required to work on that day they will be granted an additional day to be taken on an alternative date.
- 5.3 School-based local government and teaching employees will take the additional day of leave on 3 June 2022 when the schools will be closed.
- 5.4 Move the school in-service day scheduled for 30th May 2022 to Monday 6th June.

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 Cost
£37k	£9k	£46k

- 6.2 The above estimated cost will be spread over a number of service areas and services will seek to contain the costs within existing budgets including the corporate staff slippage budget.

7. EQUALITY IMPACT ASSESSMENT

An Equality Impact Assessment has been carried out and is attached.

8. CONSULTATION

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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Equality Impact/Fairer Scotland Duty Assessment Form

Step 1

Name of Proposal (includes e. g. budget savings, committee reports, strategies, policies, procedures, service reviews, functions):

Move the May Bank Holiday from 2 May 2022 to 2 June 2022 and grant an additional day of leave to all council employees on 3 June 2022 in celebration of the Queen's Platinum Jubilee.

Step 2

Is this only a **screening** Equality Impact Assessment No

(A) If Yes, please choose from the following options **all** reasons why a full EIA/FSD is not required:

- | | |
|--|--------|
| (i) It does not impact on people | Yes/No |
| (ii) It is a percentage increase in fees which has no differential impact on protected characteristics | Yes/No |
| (iii) It is for information only | Yes/No |
| (iv) It is reflective e.g. of budget spend over a financial year | Yes/No |
| (v) It is technical | Yes/No |

If you have answered yes to any of points above, please go to **Step 16**, and sign off the Assessment.

(B) If you have answered No to the above, please indicate the following:

Is this a full Equality Impact Assessment	Yes
Is this a Fairer Scotland Duty Assessment	No

If you have answered Yes to either or both of the above, continue with Step 3.

If your proposal is a **strategy** please ensure you complete Step 13 which is the Fairer Scotland Duty Assessment.

Step 3

(i)Lead Directorate/Service:

Human Resources.

(ii)Are there any **relevant** statutory requirements affecting this proposal? If so, please describe.

There is a statutory required for schools to provide 190 days of schooling per year. The Scottish Government have confirmed they will be supportive of exemption requests submitted by councils, recognising the importance of families in Scotland being able to participate in the Jubilee celebrations.

(iii)What is the aim of the proposal? Please give full details.

The proposal is to move the May Day public holiday from 2 May 2022 to 2 June 2022 and to grant council employees an additional day of leave on 3 June 2022 when schools will be closed. In services where employees are required to work on that day they will be granted an additional day to be taken at an alternative date.

(iv)Is it a new proposal? No Please indicate OR

Is it a review of e.g. an existing budget saving, report, strategy, policy, service review, procedure or function? Yes Please indicate

This is a change to the current public holiday dates and the number of leave days employees are entitled to in 2022. This is also a change to the number of days of schooling which will be provided in 2022.

Step 4: Which people does your proposal involve or have consequences for?

Please indicate all which apply:

Employees	Yes
Job Applicants	No
Service users	Yes
Members of the public	Yes

Step 5: List the evidence/data/research that has been used in this assessment (links to data sources, information etc which you may find useful are in the Guidance). This could include:

Internal data (e.g. customer satisfaction surveys; equality monitoring data; customer complaints).

Breakdown of statistics on the protected characteristics of council employees.

Internal consultation (e.g. with staff, trade unions and any other services affected).

Proposal presented to CLT
Consultation with trade unions (to be done)

External data (e.g. Census, equality reports, equality evidence finder, performance reports, research, available statistics)

Benchmarking information provided by CoSLA regarding approaches taken by other local authorities.

External consultation (e.g. partner organisations, national organisations, community groups, other councils).

Discussions with colleagues in Dundee City Council, Perth & Kinross Council and Tayside contracts to achieve a consistent approach across Tayside.

Other (general information as appropriate).

The First Minister confirmed, along with the other nations of the United Kingdom, the movement of the May Bank Holiday in 2022 and the introduction of an additional day of leave to mark the celebration of Her Majesty's Platinum Jubilee. CoSLA confirmed that there would be no national position adopted and that it would be for councils to determine arrangements locally.

Step 6: Evidence Gaps.

Are there any gaps in the equality information you currently hold? No

If yes, please state what they are, and what measures you will take to obtain the evidence you need.

Step 7: Are there potential differential impacts on protected characteristic groups? Please complete for each group, including details of the potential impact on those affected. Please remember to take into account any particular impact resulting from **Covid-19**.

Please state if there is a potentially positive, negative, neutral or unknown impact for each group. Please state the reason(s) why.

The proposals cover all council employees. There will be a negative impact on employees who, because of the nature of their job, have to work on the dates in question. These employees will receive the usual recompense for working on a public holiday on 2 May 2022 and will be granted an additional leave day to be taken at an alternative date in lieu of 3 June.

Age

Impact – None identified

Disability

Impact – None identified

Gender reassignment

Impact – None identified

Marriage and Civil Partnership

Impact – None identified

Pregnancy/Maternity

Impact – Employees who are or will be on maternity/paternity leave will not be able to use their additional day's leave until they return from maternity leave.

Race - (includes Gypsy Travellers)

Impact – None identified

Religion or Belief

Impact - None identified

Sex

Impact – Potential negative impact for employees who are carers, and predominantly female, to arrange for an additional day's childcare when schools are off and they are scheduled to work.

Sexual orientation

Impact – None identified

Step 8: Consultation with any of the groups potentially affected

If you have consulted with any group potentially affected, please give details of how this was done and what the results were.

Trade Unions represent all employees including those with protected characteristics and they will be consulted in due course.

If you have not consulted with any group potentially affected, how have you ensured that you can make an informed decision about mitigating action of any negative impact (Step 9)?

Step 9: What mitigating steps will be taken to remove or reduce potentially negative impacts?

Arrangements will be put in place to ensure that employees who are/or will be on maternity/paternity leave will be able to take the leave on their return from maternity leave.

All communications are accessible and inclusive, at least provided in a different format when requested.

Agile sharepoint (or designated sharepoint site) as an information point for leave and associated policies.

Step 10: If a potentially negative impact has been identified, please state below the justification.

These proposals cover specific dates for a specific purpose.

Step 11: In what way does this proposal contribute to any or all of the public sector equality duty to: eliminate unlawful discrimination; advance equality of opportunity; and foster good relations between people of different protected characteristics?

The proposals will have a positive impact on the physical and mental health and wellbeing of all employees.

Step 12: Is there any action which could be taken to advance equalities in relation to this proposal?

Requests for a change of shift for those staff who are due to work the additional school holiday to be accommodated wherever possible.

Step 13: FAIRER SCOTLAND DUTY

This step is only applicable to **strategies** which are key, high level decisions. If your proposal is **not** a strategy, please leave this Step blank, and go to Step 14.

Links to data sources, information etc which you may find useful are in the Guidance.

Step 13(A) What evidence do you have about any socio-economic disadvantage/inequalities of outcome in relation to this strategic issue?

Step 13(B) Please state if there are any gaps in socio-economic evidence for this strategy and how you will take measures to gather the evidence you need.

Step 13(C) Are there any potential impacts this strategy may have specifically on the undernoted groupings? Please remember to take into account any particular impact resulting from **Covid-19**.

Please state if there is a potentially positive, negative, neutral or unknown impact for each grouping.

Low and/or No Wealth (e.g. those with enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.

Impact

Material Deprivation (i.e. those unable to access basic goods and services e.g. repair/replace broken electrical goods, warm home, leisure and hobbies).

Impact

Area Deprivation (i.e. where people live (e.g. rural areas), or where they work (e.g. accessibility of transport).

Impact

Socio-economic Background i.e. social class including parents' education, people's employment and income.

Impact

Other – please indicate

Step 13(D) Please state below if there are measures which could be taken to reduce socio-economic disadvantage/inequalities of outcome.

Step 14: What arrangements will be put in place to monitor and review the Equality Impact/Fairer Scotland Duty Assessment?

The EIA will be reviewed when the agreed policy is reviewed.

Step 15: Where will this Equality Impact/Fairer Scotland Duty Assessment be published?

This assessment will be published alongside the Committee Report.

Step 16: Sign off and Authorisation. Please state name, post, and date for each:

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Reviewed by: Doreen Phillips, Snr Practitioner (Equalities) 14.09.21

Approved by: