

ANGUS COUNCIL

ANGUS COUNCIL – 9 FEBRUARY 2023

HIS MAJESTY KING CHARLES III'S CORONATION – 8 MAY 2023

REPORT BY SHARON FAULKNER, DIRECTOR, HR, OD, DIGITAL ENABLEMENT, IT & BUSINESS SUPPORT

ABSTRACT

This report provides an implementation plan to allow council staff to join the celebrations for His Majesty King Charles III's Coronation in May 2023.

1. RECOMMENDATIONS

It is recommended that Angus Council considers and approves:

- (i) to grant an additional day of leave for council employees on Monday 8 May 2023 in celebration of the King's Coronation Day in line with the Scottish Government setting of a bank holiday.

2. ALIGNMENT TO THE COUNCIL PLAN

This report contributes to the key priority of reward and recognition of employees within the council's Workforce Plan.

3. BACKGROUND

His Majesty the King Charles III's Coronation will be marked with a bank holiday on 8 May 2023. The First Minister has confirmed the additional bank holiday will create a three day "Coronation Weekend" following the coronation on Saturday 6 May 2023.

4. CURRENT POSITION

Education and Lifelong Learning has applied for and been granted an exemption from the requirement to provide 190 days of schooling in order that all public schools in Angus can be closed on 8 May 2023.

CoSLA has confirmed there will be no national position regarding the King's Coronation celebration and it will be for councils to determine arrangements at a local level.

5. PROPOSALS

- 5.1 Schools and offices closed with essential services operating only on 8 May 2023;
- 5.2 Grant an additional leave day (pro rata for part time employees) on 8 May 2023 for local government employees (this day will not be classed as a public holiday to minimise costs);
- 5.3 Teaching and school-based local government employees will take the additional day of leave on 8 May 2023 when the schools will be closed;
- 5.4 Employees who are required to work on that day due to providing an essential service and those who are not contracted to work on that day will be given the entitlement to take at an alternative time.

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
£40K	£10K	£50K

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. The cost by its nature is a one-off cost rather than an ongoing one.

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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List of Appendices: N/A



Equality Impact/Fairer Scotland Duty Assessment Form

Step 1

Name of Proposal: King's Coronation – additional day of leave

To grant an additional day of leave for council employees on Monday 8 May 2023 in celebration of the King's Coronation Day in line with the Scottish Government setting of a bank holiday.

Step 2

Is this only a **screening** Equality Impact Assessment Yes/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/No
Is this a Fairer Scotland Duty Assessment	Yes/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?

There is a statutory requirement for schools to provide 190 days of schooling per year. The Scottish Government is supportive of requests for exemption, recognising the importance of families in Scotland being able to celebrate the King's Coronation day. A request for exemption has been granted to Education & Lifelong Learning.

(iii)What is the aim of the proposal?

The proposal is to grant an additional day of leave on 8 May 2023 on which only essential council services will be provided and schools will be closed. In services where employees are required to work on that day or are not contracted to work that day, they will be granted an additional day to be taken at an alternative date.

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

Is it a review of e.g. an existing budget saving, report, strategy, policy, service review, procedure or function? Yes/No- Please indicate

This is a change to the number of schooling days provided in schools session 2022/2023 and an increase of one leave day provided to employees in 2023.

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

Please indicate all which apply:

Employees Yes/No

Job Applicants Yes/No

Service users Yes/No

Members of the public Yes/No

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).

Data contained in the equalities mainstreaming report appendix 3 covering the protected characteristics of the council's workforce.

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

Proposal presented to CLT
Consultation with trade unions

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

Scottish Government's determination of the status of 8 May 2023 as a bank holiday.

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

Discussions with colleagues in neighbouring councils. No firm decisions made at this stage to achieve consistency.

Other (general information as appropriate).

CoSLA has confirmed there will not be a national position from them and this is a matter for councils to determine locally.

Scottish Government has notified of a Coronation Bank Holiday on 8 May and no shift of the Early May Bank Holiday which will remain on 1 May.

This bank holiday will operate in the same way as others – there is no statutory right to time off and employers may choose to include the bank holiday as part of a leave entitlement. This bank holiday is for one year only.

Step 6: Evidence Gaps.

Are there any gaps in the equality information you currently hold? ~~Yes~~/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.

Age

Impact – None identified

Disability

Impact– None identified

Gender reassignment

Impact– None identified

Marriage and Civil Partnership

Impact– None identified

Pregnancy/Maternity

Impact– None identified

Race - (includes Gypsy Travellers)

Impact– None identified

Religion or Belief

Impact– None identified

Sex

Impact – Potential negative impact for employees who are carers and predominately female who may have to arrange for an additional day's childcare when schools are off and if they are working that day.

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.

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 additional leave on their return.

For those who cannot take the leave on 8 May arrangements will be made to take the leave at a time agreed with their manager.

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.

This proposal relates to a specific date 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 at a later date should be accommodated wherever possible, for those staff who are due to work on 8 May 2023 or who are not contracted to work that day, to allow them to take their entitlement at a later date.

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?

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

Step 16: Sign off and Authorisation.

Prepared by: Fiona Thain, Team Leader, Human Resources

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