

EAST AYRSHIRE COUNCIL
CABINET – 23 FEBRUARY 2011
ROYAL WEDDING HOLIDAY

Report by Executive Director of Finance and Corporate Support

1. PURPOSE OF REPORT

- 1.1** The purpose of this report is to recommend to Cabinet arrangements to celebrate the wedding of His Royal Highness Prince William and Miss Catherine Middleton on Friday 29 April 2011 and to designating that day as an additional public holiday for all Council employees.

2. BACKGROUND

- 2.1** The UK Government and Scottish Government have announced that an additional public holiday will take place on Friday 29 April 2011 to celebrate the wedding of His Royal Highness Prince William and Miss Catherine Middleton.
- 2.2** CoSLA has produced an Employers' Guidance Note, Personnel Services Circular – Human Resource Advice 1/11, covering workforce considerations for Councils arising from the event.
- 2.3** One-off holidays of this nature have previously been addressed through the national collective bargaining process and the Scottish Joint Council on 21 January 2011 approved a Circular addressing the issue in Scotland. A copy of the circular is attached as Appendix 1 to this report.

3. CONTRACTUAL POSITION

- 3.1** Holiday entitlement in the UK is regulated by the Working Time Regulations 1998 which entitle all workers to 5.6 weeks of paid annual leave capped at a maximum of 28 days.
- 3.2** There is no statutory right to take public holidays and whether or not a worker is entitled to be off work on a public holiday is a matter determined by the contract between the employer and the worker.
- 3.3** In addition to annual leave, Local Government Employees, Craft Operatives and Chief Officers are granted a maximum of 12 public holidays per annum. The entitlement to public holidays for part-time employees is the same as that of full-time employees, applied on a pro-rata basis.
- 3.4** Public holidays are included in Teachers' annual leave entitlement.
- 3.5** There is no contractual entitlement to the additional day for East Ayrshire Council employees.

4. OPTIONS

4.1 Having regard to the contractual position outlined above there are 4 main options available to the Council in considering the additional holiday for the Royal Wedding. These are:

- a. Designate the day as a Public Holiday with the payment of appropriate public holiday enhancements;
- b. Award as an additional holiday on the same basis as a public holiday with the proviso that where employees are required to work on that day then they would receive a day off in lieu at a later date;
- c. Award all employees an additional days leave to be taken at any time;
- d. Do not recognise the additional holiday.

4.2 Under the options a. or b. all offices, schools and other buildings would be closed and departments would make appropriate arrangements for the maintenance of essential services in accordance with the set arrangements for public holidays.

4.3 Under option a. there would be additional costs of around £50,000.

5. POSITION OF OTHER COUNCILS

5.1 To date only 3 Councils, Glasgow City Council, Midlothian Council and East Renfrewshire Council, have agreed to designate the day of the Royal Wedding as a Public Holiday with the appropriate enhancements being paid on that day.

5.2 Of the other 15 Councils which have so far taken decisions on this matter, 10 have designated the day as an additional holiday with a day off in lieu for any employees required to work on the day. Employees will not receive any enhancement to their hourly rates for working on that day.

6. PROPOSAL

6.1 Councils have previously granted additional public holidays for unique occasions e.g. millennium holiday period and other Royal events.

6.2 It is proposed that to celebrate the wedding of His Royal Highness Prince William and Miss Catherine Middleton, Friday 29 April 2011 be designated as an additional holiday for all Council employees with any employee required to work on that day being awarded a day off in lieu at a later date. Part-time employees will be entitled to this extra leave on a pro-rata basis.

6.3 Employees who are required to work on 29 April 2011 will not be entitled to receive additional payments for working on that day. Employees who are on maternity leave on 29 April 2011 will be given this additional day as they are entitled to accrue holidays in the same way as employees at work.

7. SCHOOL ISSUES

- 7.1** In line with previous royal celebrations, the Scottish Government advised Councils that should they wish to close schools on 29 April 2011 then such a request should be made. Following a request being made by the Executive Director of Educational and Social Services on 31 January 2011 the Council was advised on 1 February 2011 that, in terms of the powers available under section 133 of the Education (Scotland) Act 1980, Scottish Ministers are content to allow the exceptional school closure of all schools in East Ayrshire on 29 April 2011, the day of the Royal Wedding.

8. COMMUNICATIONS

- 8.1** A relevant PER Circular will be issued advising that Friday 29 April 2011 has been designated as an additional holiday for all employees.
- 8.2** The Executive Director of Educational and Social Services will advise Head Teachers, Parent Councils, pupils, parents and school transport providers etc of the closure of all educational establishments on 29 April 2011.

9. FINANCIAL IMPLICATIONS

- 9.1** There are no costs arising from the proposal to grant an additional holiday on Friday 29 April 2011 on the basis set out in option b above.

10. POLICY/LEGAL IMPLICATIONS

- 10.1** There are no policy or legal implications arising from the content of this report.

11. TRADE UNIONS

- 11.1** The proposal has been discussed with the Trade Unions.

12. RECOMMENDATIONS

- 12.1** Cabinet is recommend to agree that Friday 29 April 2011 be designated as an additional holiday for all Council employees and that any employee required to work on that day be granted a day off in lieu at a later date.

Alexander McPhee
Executive Director of Finance and Corporate Support
14 February 2011

LIST OF BACKGROUND PAPERS

1. UK Government and Scottish Government announcements on the Royal Wedding
2. Cosla Personnel Services Circular – Human Resource Advice 1/11

Any person wishing further information should contact Martin Rose, Head of Human Resources (Telephone 01563 576092).

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