

**CORONATION HOLIDAY – 8 MAY 2023**

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**1.0 EXECUTIVE SUMMARY**

- 1.1 The UK and Scottish Governments have announced an additional bank holiday on 8<sup>th</sup> May 2023 to mark the coronation of King Charles. The purpose of this paper is to request the Policy and Resources Committee consider granting an additional day's annual leave to staff scheduled to work that day in order to commemorate the occasion.
- 1.2 This will allow staff and their families to participate in the planned long weekend of commemorative events.
- 1.3 The cost of the additional overtime required for essential services to continue on this day is estimated at £23k.

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**2.0 INTRODUCTION**

- 2.1 The UK and Scottish Governments have announced an additional bank holiday on 8th May 2023 to mark the coronation of King Charles. The purpose of this paper is to request the Policy and Resources Committee consider granting an additional day's annual leave to staff scheduled to work that day in order to commemorate the occasion.
- 2.2 This will allow staff and their families to participate in the planned long weekend of commemorative events.

**3.0 RECOMMENDATIONS**

- 3.1 It is recommended that the Policy and Resources Committee authorise an additional day's annual leave on 8 May 2023 to allow staff to participate in celebrations.

**4.0 DETAIL**

- 4.1 The UK Government has recently announced an additional bank holiday to mark His Majesty the Kings' Coronation. The additional bank holiday has been designated on Monday 8<sup>th</sup> May following the Coronation on Saturday the 6<sup>th</sup> of May.
- 4.2 The Executive Leadership Team have given consideration to this option and recommend granting an additional day's annual leave on 8 May 2023 as the best way to accommodate time to celebrate His Majesty the Kings Coronation.

- 4.3 Granting another day's leave will align with other organisations who will likely be on holiday. It will also allow staff and their families to participate in the planned long weekend of commemorative events.
- 4.4 Note we are not designating this bank holiday a public holiday, so no public holiday enhancements for staff still required to work will apply. Employees required to work on this day will receive hours they work paid to them at plain time.
- 4.5 The additional cost of paying employees to carry out essential work on a public holiday has been estimated at £23,000. This estimate is based on the average number of hours claimed the last time there was a Public Holiday calculated at plan time.
- 4.6 Advice from COSLA was provided to the authority regards the statutory requirement teaching days which stated that they were content for local authorities to apply for an extension from the requirement to provide 190 days of schooling should the local authority decide to award an additional day to accommodate the additional holiday.
- 4.7 It is proposed Schools close and that the Council wards an additional day's annual leave for teachers and support staff on Monday 8 May 2023.
- 4.8 Any change will require communication across customers, staff, pupils and their families to provide clarity on service delivery.

## **5.0 CONCLUSION**

- 5.1 In conclusion members are asked to agree to the addition of an additional day's annual leave on 8 May 2023 as the best option to allow staff scheduled to work that day to celebrate this occasion.

## **6.0 IMPLICATIONS**

- 6.1 Policy Change of policy to allow an additional holiday this year.
- 6.2 Financial Cost of £23k to the organisation. All efforts will be made to contain within budget resource, otherwise a budget pressure will be created and we will report back on this.
- 6.3 Legal None
- 6.4 HR The change will require a formal change to the existing local agreement on terms and conditions and may impact education staff if another working day has to be allocated.
- 6.5 Fairer Scotland Duty:
- 6.5.1 Equalities - protected characteristics None
- 6.5.2 Socio-economic Duty None
- 6.5.3 Islands None

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| 6.6 | Climate Change   | None   |
| 6.7 | Risk             | None   |
| 6.8 | Customer Service | Update to public and staff on public holidays and opening hours. |

**Executive Director – Kirsty Flanagan**

**Policy Lead – Alistair Redman**

23 December 2022

**For further information contact:**

Tom Kerr, HR Manager - Operations 01546 604748