

Item: 14

General Meeting of the Council: 4 October 2022

Her Majesty The Queen's State Funeral.

Report by Corporate Director for Strategy, Performance and Business Solutions

1. Purpose of Report

To advise of the use of Chief Executive's emergency powers in respect of the provision of the additional bank holiday on 19 September 2022 which was announced for the State Funeral of Her Majesty The Queen.

2. Recommendations

The Council is invited to note:

2.1.

That, on 12 September 2022, the UK and Scottish Governments announced that Her Majesty The Queen's State Funeral would be held on 19 September 2022, and that this date would be a bank holiday.

2.2.

That, in recognition of the urgency, in consultation with the Convener, Leader and Depute Leader, the Chief Executive exercised emergency powers as follows:

- To provide for a one-off additional day of annual leave for all employees of the Council to be taken on 19 September 2022.
- To provide for any employee, who was required to work on 19 September 2022, to be allocated an additional day to their leave entitlement for the year.
- To provide for any part time employee, who was not due to work on 19 September 2022, to be allocated a pro rata addition to their leave entitlement for the year.

3. Urgent Matter

3.1.

On 12 September 2022 it was announced that Her Majesty The Queen's State Funeral would be held on 19 September 2022 and the UK and Scottish Governments announced that this day would be a Bank Holiday.

3.2.

Members of the Corporate Leadership Team considered the most appropriate way to provide employees of the Council with the additional bank holiday on 19 September 2022. It was concluded that this would be best provided by way of a one-off additional day of annual leave to be taken on 19 September 2022.

3.3.

Consultation was held with the Convener, Leader and Depute Leader. Thereafter, the Chief Executive exercised emergency powers, in accordance with paragraph 2.2.4 of the Scheme of Delegation to Officers, to implement the one-off additional day of annual leave to be taken on 19 September 2022. For those employees who were required to work on the day, an additional day was allocated to their annual leave entitlement for the year and, for part time employees who were not due to work on the day, a pro rata addition was allocated to their annual leave entitlement for the year.

4. Corporate Governance

This report relates to the Council complying with governance and therefore does not directly support and contribute to improved outcomes for communities as outlined in the Council Plan and the Local Outcomes Improvement Plan.

5. Financial Implications

The provision of an additional day of annual leave, to be taken on a designated day, requires similar relief arrangements which apply for a public holiday, but without the requirement to incur any enhanced rates of pay for relief staff or standby payments.

6. Legal Aspects

Pursuant to paragraph 2.2.4 of the Scheme of Delegation to Officers, the Chief Executive has exercised emergency powers on behalf of the Council to provide for the additional annual leave described in this report. The Council is required to note this exercise of emergency powers.

7. Contact Officers

Karen Greaves, Corporate Director for Strategy, Performance and Business Solutions, extension 2202, Email karen.greaves@orkney.gov.uk

Andrew Groundwater, Head of Human Resources and Organisational Development, extension 2253, Email andrew.groundwater@orkney.gov.uk.