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**Report to Council**

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**Date of Meeting: 15 December 2011**

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**Subject: Her Majesty The Queen's Diamond Jubilee 2012**

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**Report by: Senior Support Services Manager**

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**1.0 Purpose**

- 1.1. The purpose of this report is to establish whether the Council wishes to recognise the Queen's Diamond Jubilee by granting an additional Bank Holiday or an additional day of annual leave on 5 June 2012.
- 1.2. The report also aims to update Council on planned participation in the series of beacons that are being lit across the United Kingdom to celebrate Her Majesty the Queen's Diamond Jubilee on 4 June 2012. There will also be a series of other events taking place during the Diamond Jubilee weekend of 2 June to 5 June 2012.

**2.0 Recommendations**

It is recommended that Council:

- 2.1. approves an additional day's annual leave on Tuesday 5 June 2012.
- 2.2. notes the Council's participation in the series of beacons that are being lit across the United Kingdom and other events planned to take place during the Diamond Jubilee weekend and approve arrangements for this be remitted to the Chief Executive in consultation with the Provost and the Leader of the Council.

**3.0 Considerations**

- 3.1. In 2012, The Queen will become the second Monarch in British history to celebrate 60 years reign.
- 3.2. The UK and Scottish Governments have announced an additional one-off Bank Holiday on Tuesday 5 June 2012. It has also been announced that the late May Bank Holiday will be moved to Monday 4 June 2012.
- 3.3. The Scottish Government is working with Lord-Lieutenants, Local Authorities and the UK Government to provide advice to organisations and community groups who are planning celebrations to mark this occasion.

3.4. As part of these celebrations, a series of beacons will be lit across the UK in celebration of the Jubilee. It is planned to have 2,012 beacons lit with Edinburgh Castle and Holyrood House confirmed so far. The Queen will light the National Beacon in London on Monday 4 June 2012.

3.5. Local event planning:

- Locally, a working group has been convened by the Provost and Lord Lieutenant for Clackmannanshire. Fire and Rescue Services, the Police and key Council Officers are meeting to progress arrangements for commemorating the Diamond Jubilee across Clackmannanshire.
- Lighting of Beacons: Discussion has started to progress proposals to light beacons on Monday, 4th June 2012 - at 11.00-11.30 pm on the hills to the back of Menstrie, Alva, Tillicoultry and Dollar with an additional beacon being lit in Clackmannan. This initiative is being progressed by the Depute Lord Lieutenants in consultation with local Community Councils. The local Scouts, the Mountain Rescue Team, and Councils services are being consulted to provide guidance on the siting of the beacons.
- Exhibition: It is proposed that the Council will co-ordinate an exhibition depicting life in Clackmannanshire 60 years ago. Local people will be asked to send photographs and stories to the Museum and Heritage officer.
- Community celebrations: Options for other events, including proposals for a Royal visit, are in the early stages of discussion. A further detailed report will be submitted to Council when plans have been costed.

3.6 Scottish Joint Council Circular (SJC/43) provides that Councils may determine to recognise the Queen's Diamond Jubilee on Tuesday 5 June by granting either an additional Bank Holiday or an additional day of annual leave.

If a Bank Holiday is awarded, then any employee required to work on 5 June 2012 would be recompensed in accordance with local arrangements in place for Bank Holiday working. If an additional day's leave is awarded then employees required to work on 5 June would be entitled to take that extra day's leave at a later date.

Circular SJC/43 recognises that many councils have local agreements in place that re-designate the late May Bank Holiday as annual leave. Councils that continue to recognise the Bank Holiday may choose to move it to Monday 4 June to provide a four day weekend.

3.7 COSLA is undertaking a survey of what is proposed across all councils. A full analysis of the results will be issued once all councils have responded to the survey.

3.8 Taking into account the facts that the Council has re-designated the late May Bank Holiday as leave and that designating Tuesday 5 June as a Bank Holiday would incur significant additional costs to the council, consideration should be given to awarding one additional day's leave to be taken on

Tuesday 5 June where service requirements allow. The Royal Wedding in April 2011 was treated in this way.

#### **4.0 Conclusion**

It is proposed that council employees are awarded one additional day's leave to be taken on Tuesday 5 June unless service demands make this impractical, when the day's leave will be taken at a later date.

#### **5.0 Sustainability Implications**

5.1 The Diamond Jubilee is a one-off event.

#### **6.0 Resource Implications**

6.1 Additional costs related to an extra day's leave across the workforce will be limited to the cost of essential cover in those services that will maintain service provision on Tuesday 5 June. The extra day's leave taken in lieu of the 5 June will result in the need to provide additional cover at a later date. Other Council services will lose a day's productivity. These additional costs are a one-off and estimated at £40k.

6.2 The estimated cost of allowing one additional Bank Holiday is £106k

6.3 The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate.

Yes ☒

6.4 Finance have been consulted and have agreed the financial implications as set out in the report.

Yes ☒

6.5 *Staffing*

Some staff will be required to work as normal on Tuesday 5 June and take the additional day's leave at a later date. This can be achieved by forward planning with advance notice of the council's decision.

#### **7.0 Exempt Reports**

7.1 Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No ☒

#### **8.0 Declarations**

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities 2008 - 2011** (Please double click on the check box ☒)

The area has a positive image and attracts people and businesses

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Our communities are more cohesive and inclusive

☒

- People are better skilled, trained and ready for learning and employment ☐
- Our communities are safer ☐
- Vulnerable people and families are supported ☐
- Substance misuse and its effects are reduced ☐
- Health is improving and health inequalities are reducing ☐
- The environment is protected and enhanced for all ☐
- The Council is effective, efficient and recognised for excellence ☐

**(2) Council Policies** (Please detail)

**9.0 Equalities Impact**

- 9.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?  
 Yes ☒ No ☐

**10.0 Legality**

- 10.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes ☒

**11.0 Appendices**

- 11.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

None

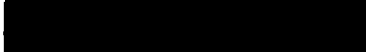
**12.0 Background Papers**


- 12.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)  
 Yes ☒ (please list the documents below) No ☐

**Scottish Joint Council Circular (SJC/43)**

NAME	DESIGNATION	TEL NO / EXTENSION
Julie Burnett	Senior Support Services Manager	2022

**Approved by**

NAME	DESIGNATION	SIGNATURE
Julie Burnett	Senior Support Services Manager	

Nikki Bridle	Director Finance & Corporate Services	
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