
KING'S CORONATION HOLIDAY AND FUND FOR COMMUNITY CELEBRATIONS

Joint Report by Director People Performance and Change and Director Resilient Communities

SCOTTISH BORDERS COUNCIL

16 February 2023

1 PURPOSE AND SUMMARY

1.1 The purpose of this report is for the Council to consider the best approach to allow employees and communities to celebrate the King's Coronation in May 2023.

1.2 His Majesty King Charles III will celebrate His Coronation in May 2023. The First Minister has confirmed, along with the other nations of the United Kingdom, the introduction of a Bank Holiday on Monday 8 May 2023 to mark the celebration of His Majesty's Coronation. The Convention of Scottish Local Authorities (CoSLA) has not issued specific guidance to Local Authorities, leaving the decision at the discretion of each Council. The Coronation will take place on Saturday 6 May 2023.

1.3 Four options were considered in coming to a conclusion on how best to mark the occasion. It is proposed that Option 2 is taken forward, and a holiday is granted for Monday 8 May as an additional one-off annual leave day for staff and the public offices of the Council are closed.

1.4 It is further proposed that a sum of £50k be allocated to create a King's Coronation Fund, which will be made available to each of our 69 Community Councils to host celebratory community events to mark the King's Coronation Weekend from 6 to 8 May 2023.

2 RECOMMENDATIONS

2.1 It is recommended that the Council agrees:

- (a) to grant the holiday as an additional one off annual leave day on Monday 8 May 2023 and the public offices of the Council are closed on that day. If staff are required to work on this holiday, no enhancements to pay will be given and only time in lieu will be granted; and**

- (b) to approve a total sum of £50k which will be allocated to all Community Councils, in line with the current allocation arrangements for support, to host celebratory community events to mark the King's Coronation Weekend.**

3 BACKGROUND

- 3.1 The UK government along with all devolved governments has confirmed there will be a Bank Holiday on Monday 8 May 2023 in recognition of His Majesty King Charles III Coronation. The Coronation Ceremony takes place on Saturday 6 May 2023.
- 3.2 In the absence of specific guidance from CoSLA, each Local Authority is considering different options and as such, there is no consistent approach. The options presented in this report are however consistent with what is being considered across other Local Authorities.
- 3.3 In 2022 Scottish Borders Council (SBC) approved a one off additional days leave to celebrate the Queen's Platinum Jubilee and in 2011 approved a one off additional days leave to celebrate the Royal Wedding of Prince William and Miss Kate Middleton.

4 OPTIONS FOR HIS MAJESTY KING CHARLES III CORONATION

- 4.1 In the absence of specific guidance from CoSLA a number of options are presented in this report for consideration.

4.2 Option 1

The first is to do nothing. This may result in an adverse reaction from employees and Trades Unions. While there is a variation of approaches across Scottish Local Authorities, with some undecided as yet, most are either giving a one off additional days leave or treating Monday 8 May 2023 as a public holiday. One Authority is moving their May Day holiday.

Option 2

- 4.3 Grant a one-off additional day's leave on Monday 8 May 2023. This option is being proposed by 10 of the Councils who have plans for the Coronation. It mirrors the steps taken by SBC in June 2022 to celebrate the Queen's Platinum Jubilee and in 2011 to celebrate the Royal Wedding of Prince William and Miss Kate Middleton.

Option 3

- 4.4 Move the May Day Holiday from 1 May to 8 May. Moving the May Day holiday may not be attractive to staff. The Trades Unions may also be unhappy with this given May Day is International Workers Day. Currently one Local Authority has announced they are taking this approach.

Option 4

- 4.5 Give a Public Holiday on Monday 8 May 2023. Any staff required to work on this day would receive enhancements to their pay. This approach is being proposed by 11 of the Councils who have plans for the Coronation. This is a more costly option and given the financial pressures SBC are facing this may not be viewed as a viable option.

- 4.6 If option 2 is taken, anyone required to work on 8 May 2023 should receive a day to be taken in lieu. Because this is an additional annual leave day and not a fixed or public holiday, there would be no enhancements payable for working on that day.
- 4.7 Legislation ensures that part-time employees are not treated less favourably than their full time colleagues and as such would be entitled to this extra leave on a pro-rata basis if they are scheduled to work on that day.
- 4.8 Council policy states that employees are not entitled to recompense if absent due to sickness on a fixed or public holiday. However, those on maternity leave would be entitled to accrue this day if other employees not on maternity leave were granted it.
- 4.9 The Director of Education & Lifelong Learning would need to apply to Scottish Government seeking permission to reduce the number of school days from 190 days to 189 day if a decision to grant the day's additional leave is taken. Scottish Government have confirmed they would be supportive of such an application.

4 FUNDING FOR COMMUNITIES

- 5.1 It has been recognised that there is a desire within some communities that they would like to mark the occasion of the King's Coronation. It is therefore proposed that a sum of £50k is allocated from reserves to create a fund for communities to host celebratory community events to mark the King's Coronation Weekend 06 – 08 May 2023, with a focus on supporting both the Coronation Big Lunch on Sunday 07 May and the Big Help Out on Monday 8th May.
- 5.2 The Big Lunch on Sunday 07 May is an idea from the Eden Project and supported by The National Lottery across the United Kingdom which aims to bring people together to boost community spirit and reduce loneliness. Free downloadable resources will also be made available online by the Big Lunch team at www.CoronationBigLunch.com to help people and communities start their Coronation Big Lunch planning.
- 5.3 The Big Help Out on Monday 08 May is being organised by The Together Coalition and a wide range of partners such as The Scouts, the Royal Voluntary Service and faith groups across the United Kingdom. The Big Help Out will highlight the positive impact volunteering has on communities across the nation. The Big Help Out will encourage people to try volunteering for themselves and join the work being undertaken to support their local areas, and create a lasting volunteering legacy from the Coronation Weekend.
- 5.4 Rather than a fund which invites applications, it is proposed that a grant is offered to each of our 69 Community Councils across the Scottish Borders. Community Councils will be sent an e-mail on 20 February asking if they would like to host an event/events in their area and advising them what the grant allocation would be. If they wish to host

an event/or support other events in their area, (which must be inclusive, open to all within their community and based on ideas from their local community), they will simply respond and the award will be processed in the same way as their current support grant.

- 5.5 The funding could also be used for a commemorative item if there is no desire to hold an event, with proposals and ideas agreed in consultation with local communities.
- 5.6 Guidance will be provided that sets out the expectations of the fund, but there will be no application forms or further documentation required to access the funding. Standard monitoring and evaluation will be undertaken by the Communities and Partnership Team.
- 5.7 The allocation to each Community Council will be based on per head of population, in line with the current allocation arrangements of the Community Council Support Grant, which is a tried and tested method that has been used for a number of years. This would mean grant awards of between £540 and £1780 depending on the size of the Community Council.
- 5.8 In order for payments to be processed before the King's Coronation Weekend, Community Councils will be asked to respond by 31 March. If no response is received, it will be assumed that there is no requirement for funding support. The funding for the King's Coronation will require a robust communications strategy and plan in order to support communities to access funding in a timely way.
- 5.9 There are a number of other national funding streams such as National Lottery Community Fund and National Lottery Heritage Fund that may complement community projects and support to access these funds can be provided by the Communities & Partnership Team and the Third Sector Interface. Grants from between £300 and £10,000 are available. Links to each funding stream are provided below:
[National Lottery Awards for All Scotland | The National Lottery Community Fund \(tnlcommunityfund.org.uk\)](https://www.tnlcommunityfund.org.uk)
[Scotland | The National Lottery Heritage Fund Funding programmes | The National Lottery Community Fund \(tnlcommunityfund.org.uk\)](https://www.tnlcommunityfund.org.uk)

6 IMPLICATIONS

6.1 Financial

- a) There are no financial implications to Option 1 or 3.
- b) Any costs associated with Option 2 will be met from within existing budgets.
- c) Option 4 is being discounted on the grounds of affordability.
- d) It is proposed that £50k for the King's Coronation Fund be taken from Reserves.

6.2 Risk and Mitigations

If no action is taken to commemorate the King's Coronation there is a risk of an adverse reaction from employees and Trades Unions and also reputational damage. There are similar risks to moving the May Day holiday as provided for in option 3.

6.3 Integrated Impact Assessment

Given the options are either a continuation of the current position, granting a public holiday or an additional day's leave, there are no equality or Fairer Scotland duty implications and an Integrated Impact Assessment is not required.

6.4 Sustainable Development Goals

There is no impact/ difference to any of the UN Sustainable Development Goals.

6.5 Climate Change

There are no Climate Change implications to the proposals in this report.

6.6 Rural Proofing

There are no Rural Proofing implications to the proposals in this report.

6.7 Data Protection Impact Statement

There are no personal data implications arising from the proposals contained in this report.

6.8 Changes to Scheme of Administration or Scheme of Delegation

There are no changes required to either the Scheme of Administration or the Scheme of Delegation as a result of the proposals in this report.

7 CONSULTATION

7.1 The Acting Chief Financial Officer, the Monitoring Officer/Chief Legal Officer, the Chief Officer Audit and Risk, the Director Resilient Communities, the Clerk to the Council and Communications are being consulted and any comments received will be incorporated into this report.

Approved by

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Note – You can get this document on tape, in Braille, large print and various computer formats by contacting the address below. Lorna Aitken can also give information on other language translations as well as providing additional copies.

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