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The Chair and Members of
Employment and General Committee

Dear Councillor,

AGENDA SUPPLEMENT

Please see attached the documents for the agenda item(s) listed below for the meeting of the EMPLOYMENT AND GENERAL COMMITTEE to be held on MONDAY, 7 NOVEMBER 2022, the agenda for which has already been published.

Yours sincerely,

Head of Regulatory Law and Monitoring Officer

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For publication

Discretionary Day 2022

Meeting:	Employer and Trade Union meeting Employment and General Committee
Date:	3 October 2022 7 November 2022
Cabinet portfolio:	
Directorate:	Digital, HR and Customer Services

1.0 Purpose of the report

1.1 To approve the discretionary day for Christmas 2022.

2.0 Recommendations

2.1 That the discretionary day for 2022 is approved as 28 December 2022 for all employees as this is the preferred option following a vote.

3.0 Reason for recommendations

3.1 All Council employees are awarded a discretionary day to be used at Christmas/ New Year. If there is an isolated day during any Christmas/ New Year period, the discretionary day is to be used there, otherwise employees are invited to vote for their preference each year.

4.0 Report details

4.1 The dates for Christmas and New Year for 2022/2023 are:

	DATE	CLOSURE
Christmas Day	Sunday 25 December 2022	Tuesday 27 December 2022
Boxing Day	Monday 26 December 2022	Monday 26 December 2022
New Year's Day	Sunday 1 January 2023	Monday 2 January 2023

4.2 The options for the vote for the discretionary day were:

- Friday 23 December 2022
- Wednesday 28 December 2022

- Friday 30 December 2022
- 4.3 A poll was conducted on aspire and 55% of respondents expressed a preference for Wednesday, 28 December 2022.
- 4.4 Due to service requirements the discretionary day will not apply to all employees as some services will remain open or have altered working hours during the Christmas and New Year period.