

**I refer to the agenda for the meeting of the Policy & Resources Committee to be held on Tuesday 14 September 2021 at 3pm and attach a report as undernoted which was not available on the day of issue.**

ANNE SINCLAIR  
Interim Head of Legal Services

**UNDERNOTE**

11. **HM The Queen Platinum Jubilee 2022**  
Report by Head of Organisational Development, Policy & Communications

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<b>Report To:</b>	<b>Policy &amp; Resources Committee</b>	<b>Date:</b>	<b>14 September 2021</b>
<b>Report By:</b>	<b>Head of Organisational Development, Policy &amp; Communications</b>	<b>Report No:</b>	<b>HR/28/21/GB</b>
<b>Contact Officer:</b>	<b>George Barbour</b>	<b>Contact No:</b>	<b>01475 712385</b>
<b>Subject:</b>	<b>HM The Queen Platinum Jubilee 2022</b>		

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## 1.0 PURPOSE

- 1.1 The purpose of this report is to inform Members of the UK Government's decision to plan a 'four-day holiday weekend' 2 – 5 June 2022 to celebrate The Queen's 70 year reign, to highlight the position of Scottish Ministers for schools and to set out the implications locally for holiday arrangements and plans for national celebrations including the opportunity to bid for City Status.

## 2.0 SUMMARY

- 2.1 The Culture Secretary for the UK has announced changes to the May Bank Holiday weekend in 2022 to celebrate Her Majesty The Queen's 70th anniversary as monarch.
- 2.2 Across the UK, the late May Bank Holiday Weekend will be moved to Thursday 2 June 2022 and an additional Bank Holiday on Friday 3 June will see a four-day weekend to celebrate the Platinum Jubilee - the first time any British monarch has reached this historic milestone.
- 2.3 The report highlights proposals to support the four day celebration taking account of the differences between term-time and non-term-time employees and includes the view of Scottish Ministers on how it would affect schools.
- 2.4 The report also highlights the expectation that the council will play a lead role in supporting the community to stage events to celebrate the Platinum Jubilee and highlights proposals to support those with the lighting of the Beacon at Lyle Hill and in bidding for City Status for Greenock as part of a new Civic Honours competition and other celebrations.

## 3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Members:

- (1) Agree the proposal at 5.5 for holiday arrangements.
- (2) Agree that plans are put in place for Inverclyde to support the Platinum Jubilee celebrations by making arrangements to light the Beacon at Lyle Hill on Thursday 2 June 2022, the Queen's Green Canopy project by encouraging the community to 'plant a tree for the jubilee' and other activity.
- (3) Review the option at 5.12 and decide whether officers should prepare and submit a bid document to enter the Platinum Jubilee Civic Honours competition proposing Greenock becomes Scotland's eighth City.

## 4.0 BACKGROUND

- 4.1 Her Majesty The Queen celebrates 70 years as Monarch – the first time any British Monarch has reached this historic milestone.
- 4.2 The UK Government has announced that the May Bank Holiday Weekend will be moved to Thursday 2 June and an additional Bank Holiday on Friday 3 June will see a four-day weekend to celebrate Her Majesty The Queen's Platinum Jubilee - the first time any British monarch has reached this historic milestone.
- 4.3 The commemorations are being arranged jointly with The Royal Household and the Department for Digital, Culture, Media and Sport.
- 4.4 As part of the Platinum Jubilee in 2022 The Queen's Green Canopy (QGC) has been launched which invites people to plant a tree for the Jubilee.
- 4.5 It is expected also that large scale activities will be planned to link major cities across the UK complemented by events in communities across the UK and the Commonwealth, allowing people to join together in celebration and thanks at a national and local level.
- 4.6 It is also expected that the celebration plans will also involve the commissioning and creation of a Platinum Jubilee medal for distribution to public service workers, a tradition dating back to the reign of Queen Victoria when a medal was cast to commemorate her 50<sup>th</sup> anniversary on the Throne.
- 4.7 The Royal Family has announced that as part of the celebrations a range of events will be planned including:

Thursday 2nd June:

The Queen's Birthday Parade (Trooping the Colour): Over 1,400 parading soldiers, 200 horses and 400 musicians will come together in the traditional Parade to mark The Queen's official birthday, usually held on the second Saturday in June.

Platinum Jubilee Beacons: The United Kingdom's long tradition of celebrating Royal Jubilees, Weddings and Coronations with the lighting of beacons will be continued to mark the Platinum Jubilee. Beacons will be lit throughout the United Kingdom, Channel Islands, Isle of Man and UK Overseas Territories. For the first time, beacons will also be lit in each of the capital cities of the Commonwealth countries to celebrate The Queen's Platinum Jubilee.

Friday 3rd June:

Service of Thanksgiving: A Service of Thanksgiving for The Queen's reign will be held at St Paul's Cathedral. Further events will be announced in due course.

Saturday 4th June:

The Derby at Epsom Downs: Her Majesty The Queen, accompanied by Members of the Royal Family, will attend the Derby at Epsom Downs.

Platinum Party at the Palace: The BBC will stage and broadcast a special live concert from Buckingham Palace that will bring together some of the world's biggest entertainment stars to celebrate the most significant and joyous moments from The Queen's seven decade reign. Members of the public will be invited to apply to attend this special event and details of the ballot for UK residents to secure audience tickets will be released in due course.

Sunday 5th June

The Big Jubilee Lunch: Every year since the idea began in 2009 The Big Lunch has encouraged communities to celebrate their connections and get to know each other a little bit better, coming together in a spirit of fun and friendship. In 2022 The Big Lunch will bring the Jubilee celebrations into the heart of every community.

People are invited to share friendship, food and fun with neighbours as part of the Platinum Jubilee celebrations. A Big Jubilee Lunch can be big or small - street party or picnic, tea and cake or a garden barbeque. The Big Lunch provides tips and ideas for hosting an event.

The Platinum Jubilee Pageant: A pageant featuring over 5,000 people from across the United Kingdom and the Commonwealth will take place against the backdrop of Buckingham Palace and the surrounding streets. It will combine street arts, theatre, music, circus, carnival and costume and celebrate the service of Her Majesty's reign, as well as honouring the collective service of people and communities across the country.

- 4.8 A special Jubilee emblem competition, in conjunction with the Victoria and Albert Museum, the Design Museum and the Royal College of Art, has been established with the winning entry becoming the official emblem for the celebrations next year.
- 4.9 In addition, as part of these celebrations, there will be a civic honours competition. This includes competitions for city status and Lord Mayor, or Provost, status.
- 4.10 Any local authority in any part of the United Kingdom, a Crown Dependency or an Overseas Territory, which considers that its area deserves to be granted the rare honour of city status is welcome to enter the competition (the entry guidelines are included at appendix 1).
- 4.11 Local authorities for existing cities in the United Kingdom are welcome to enter the parallel competition for a Lord Mayoralty or Provostship.
- 4.12 The last time the competition was created was to celebrate the Diamond Jubilee in 2012 and three places - Chelmsford, Perth and St Asaph – won city status.
- 4.13 10 years ago 26 towns applied for city status: Bolton, Bournemouth, Chelmsford, Colchester, Coleraine, Corby, Craigavon, Croydon, Doncaster, Dorchester, Dudley, Dumfries, Gateshead, Goole, Luton, Medway, Middlesbrough, Milton Keynes, Perth, Reading, Southend, St Asaph, St Austell, Stockport, Tower Hamlets and Wrexham.

## 5.0 PROPOSAL

- 5.1 **Holiday arrangements** - Across the UK, the late May Bank Holiday Weekend will be moved to Thursday 2 June 2022 and an additional Bank Holiday on Friday 3 June will see a four-day weekend to celebrate the Platinum Jubilee.
- 5.2 In Inverclyde the late May public holiday, Victoria Day, is not taken as one of the council's seven 'council holidays' in 2022 for non-term time employees.
- 5.3 School holidays for 2022 do include a late May holiday with schools scheduled to be closed on Friday 27 and Monday 30 May 2022 with pupils set to return to class on Tuesday 31 May 2022.
- 5.4 The Scottish Government has highlighted that they are supportive of moving existing public holidays and have indicated that they are "...content for local authorities to apply for an exemption from the requirements to provide 190 days of schooling for the schools in their area should they decide an additional day to accommodate the Platinum Jubilee holiday in June 2022".

5.5 The proposal below seeks to strike the balance to appropriately support the milestone moment taking account the difference in holiday arrangements between term-time and non-term-time employees:

It is proposed that non-term time employees are asked to use a fixed annual leave day from their existing entitlement on Thursday 2 June 2022 (similar to arrangements used during Christmas and New Year) and that a new public and council holiday is created on Friday 3 June 2022 AND that the current local schools holiday on Monday 30 May 2022 is moved to Thursday 2 June 2022 for school staff and pupils and that the new public and council holiday created on Friday 3 June 2022 is an exceptional closure day and that permission is sought from The Scottish Government for this.

5.6 Employees will be unaffected by this arrangement:

- If their work will require them to attend work to provide essential services,
- If they work in other services where there are exceptional work pressures that day which will require employees to work

5.7 Any employee requiring to work Thursday 2 June 2022 will not require to take a day's annual leave.

5.8 Any employees delivering essential services during the public holidays would receive enhanced payments/time off in lieu at a later date. It is difficult to quantify additional costs for the enhanced payments and any extra cost in certain processing teams who will have a day's work to catch up on. However, costs are expected to be contained within existing Directorate budgets.

5.9 **Beacon Lighting** - As part of the Platinum Jubilee celebrations, it is proposed that Inverclyde supports the national plans by arranging to light the Beacon on Lyle Hill as part of the Platinum Jubilee Beacons event on Thursday 2 June 2022 connecting with places across the UK, Channel Islands, Isle of Man, UK Overseas Territories and Capital Cities of the Commonwealth and that this event is aligned to the Council's existing Meliora events planned in May and June 2022 as part of the Council's covid recovery plans.

5.10 **City Status Bid** – In 2012 on the occasion of the Diamond Jubilee 26 places across the UK bid for city status with many highlighting the opportunity to raise their profile to encourage visitors and investment as reasons for bidding.

5.11 As a new Scottish City, if successful, a bid from Inverclyde would give the area a seat at the national Scottish Cities Alliance alongside Inverness, Aberdeen, Dundee, Stirling, Glasgow, Edinburgh and Perth and would be an opportunity for further profile raising for the area.

5.12 As part of the Platinum Jubilee celebrations, if members agree, it is proposed that Inverclyde Council formally bids for City Status for Greenock and that a bid document in line with the guidance set out in appendix 1 is prepared by officers and submitted to the competition before the 8 December 2021 deadline.

5.13 **The Queen's Green Canopy** – It is also proposed that the council supports the plans to develop a tree planting initiative by encouraging members of the community to 'plant a tree for the Jubilee' and seeks to align this promotion with the existing joint project launched earlier this year to develop a Clyde Climate Forest.

5.14 **Other Jubilee initiatives** – It is expected that as other initiatives to celebrate the Platinum Jubilee, such as the Big Jubilee Lunch which encourages street parties, will have individual guidance developed and it is proposed that these are encouraged by distributing the guidance to community councils, community groups, churches and other local organisations to encourage the community to celebrate and to take part.

## 6.0 IMPLICATIONS

### 6.1 Finance

#### Financial Implications:

One off Costs

Any additional one off costs for the additional public holiday would be contained within existing Directorate budgets.

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (if Applicable)	Other Comments
N/A					

### 6.2 Legal

N/A

### 6.3 Human Resources

As outlined in the report

### 6.4 Equalities

#### Equalities

(a) Has an Equality Impact Assessment been carried out?

X	YES – Assessment can be accessed using the following link: <a href="https://www.inverclyde.gov.uk/council-and-government/equality-impact-assessments/equality-impact-assessments-2021">https://www.inverclyde.gov.uk/council-and-government/equality-impact-assessments/equality-impact-assessments-2021</a>
	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

(b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
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X	NO
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(c) Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
X	NO

**6.5 Repopulation**

Events including remembrance commemorations are an important part of the council's repopulation place marketing ambitions to encourage visitors from outside of Inverclyde to the area and help to support the promotion and marketing town and village centres. Large scale celebrations of local and national events can support community cohesion and help instil a sense of place in communities. The opportunity to gain City Status for a part of Inverclyde opens up profile raising opportunities and the chance for part of Inverclyde to be represented on The Scottish Cities Alliance.

**7.0 CONSULTATIONS**

7.1 Discussions have taken place with union representatives who are generally supportive. The Corporate Management Team (CMT) has reviewed the proposal in particular the potential bid for city status and recognise the potential merits and the reputational issues inherent in a bidding process.

**8.0 BACKGROUND PAPERS**

8.1 N/A

## APPENDIX 1: PLATINUM JUBILEE CIVIC HONOURS COMPETITION ENTRY GUIDELINES

Her Majesty The Queen has agreed that competitions may be held for a grant of city status and Lord Mayor or Provost status to mark Her Platinum Jubilee in 2022.

1. Any local authority in any part of the United Kingdom, a Crown Dependency or an Overseas Territory, which considers that its area deserves to be granted the rare honour of city status on this very special occasion is welcome to enter the competition by the closing date of 8 December 2021.
2. Lord Mayoralty or Provostship is an exceptional distinction conferred on the Mayoralties or Provostships of a few – usually long-established and important - cities. Local authorities for existing cities in the United Kingdom are welcome to enter the parallel competition for a Lord Mayoralty or Provostship by the same closing date.
3. Applications may only be made by an elected local authority for its entire area or a distinct area within its boundary.
4. Although there are no specific criteria for city status or Lord Mayor or Provost status, the Government is asking local authorities to submit their entries in a standard size and format, as detailed in the application form. This is intended to help local authorities minimise the expense of entering the competitions and to provide the Government with a fair basis for comparison and assessment of the entries received.
5. Local authorities are strongly advised not to exceed the limits of the standard size and format as described in application form.
6. The decisions made by Her Majesty, on Ministerial advice, will be final. Local authorities may be assured that each entry will be considered 'in the round', on the merits of its contents rather than on the standard of presentation. Each local authority will be sent brief comments on its entry when the results of the competitions are announced in 2022. These brief comments on entries will not provide specific reasons on why an application is successful or unsuccessful.
7. Local authorities should not incur any expenditure on lobbyists for the purposes of influencing the competition.
8. Applications are requested to be submitted by email to reach the Cabinet Office by 4pm on the closing date, 8 December 2021, at [civichonours@cabinetoffice.gov.uk](mailto:civichonours@cabinetoffice.gov.uk). Alternatively, applications can be submitted by post if preferred, the address to be used is:  
Constitutional Policy Team  
Cabinet Office  
4th Floor Yellow Zone  
1 Horse Guards  
London  
SW1A 2HQ
9. If submitted by post, entrants are asked to notify the Constitutional Policy Team separately when their entries are dispatched, by sending an email, giving the date of dispatch of the hard copies, the name of the local authority submitting the application, and its full contact details. Entries submitted by post should reach the Cabinet Office by the same time on the closing date as those submitted by email.
10. Acknowledgements will be sent by email when the hard copies have been received. If no acknowledgement is received within 6 working days of the closing date (or of dispatch, if earlier), please send a further email to the above address with 'City status entry enquiry' and the name of the local authority area in the heading.