

BREWARRINA SHIRE COUNCIL

Agenda Submission for Ordinary Meeting to be held on 28 October 2011

TITLE:	Christmas Closure- Brewarrina Shire Council	DOC REF: Item 2 S6-1
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REPORT BY:	Rod Shaw General Manager	DATE: 6 Oct 2011
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ATTACHMENTS:

Nil

EXECUTIVE SUMMARY:

In NSW, when Christmas Day falls on a Sunday, the following Monday is declared a public holiday in lieu of the Sunday. When Boxing Day falls on a Sunday, the following Monday is declared a public holiday. However, when Boxing Day falls on a Monday, the following Tuesday is declared a public holiday. When New Year's Day falls on a Sunday, the following Monday is declared a public holiday.

Christmas Day 2011 falls on Sunday 25th December. New Years Day is on the following Sunday.

As Christmas Day falls on a weekend the gazetted public holiday for Christmas and Boxing Day will be celebrated on Monday and Tuesday, December 26 & 27. There are three working days, therefore, that fall between the Boxing Day public holiday and New Year's Day.

The HR Salary & Leave Policy, Clause 1.6.15 states:

'The Award does not have specific provisions relating to Christmas and New Year concessional leave.

Council has a tradition of granting the permanent indoor staff 2 days special leave between Christmas and the New Year in lieu of unpaid overtime worked throughout the year, with the balance being made up of annual leave and rostered days off. Outdoor staffs are not granted any special leave as they are paid for any non-emergency overtime throughout the year.

The office is normally closed between Christmas and New Year with skeleton outdoor staff on duty for any emergencies that may arise.

The General Manager has the authority to approve Christmas/New Year Concessional Leave.'

As per policy, the General Manager can approve two days and a request to Council for consideration for an extra day leave is required. Traditionally, the Council has awarded Council indoor employees the three working days between Boxing Day and New Year's Day as additional time off, with full pay, in lieu of unpaid overtime. Given that scenario, no deduction would be made from employee leave entitlements.

This would then allow most employees to have a ten-day continuous break, returning to work on Tuesday 3rd January 2012.

FINANCIAL IMPLICATIONS:

Nil

LEGAL IMPLICATIONS:

Nil

RECOMMENDATION:

That:

- 1. Council allows three additional days Christmas 2011 closure.**

Rod Shaw
General Manager