

GREATER LONDON AUTHORITY

[REDACTED]
[REDACTED]
(By email)

Our Ref: MGLA230218-4756

7 March 2018

Dear [REDACTED]

Thank you for your request for information which the GLA received on 23 February 2018. Your request has been dealt with under the Freedom of Information Act 2000.

Please find attached the information we hold within the scope of your request:

1: Whether your local authority offers special leave / public duty leave for council staff to fulfil public duties relating to the emergency services. Such duties include: retained fire fighters, special constables, on call NHS / Community responders, search and rescue workers, the RNLI and any other emergency services workers. it does not include jury service or armed forces, or sitting on a health authority board / committee.

The GLA does grant time off for public duties, however, we do not specify that it can be used for duties relating to the emergency services. Staff can use volunteering leave in this regard. Additionally, we have supported staff who are/were Special Constables.

2: If the local authority offers such special leave for the emergency services, is it paid or unpaid? If it is paid, how many days / hours are offered per calender year?

Whilst we do not currently specify time off for public duties for the emergency services our time off provisions are as follows:

5.10 Time off for public duties

5.10.1 If you undertake public duties you should discuss and agree your time off arrangements with your manager. Subject to appropriate verification, your manager may agree paid time off as follows:

Public duty	Maximum number of days paid leave
Local Authority Leader or Committee Chair	up to 10 days
Territorial Army/Reserve Forces annual camp and exercises	up to 10 days
Member of Local Authority or Statutory Tribunal	up to 7 days

Member of Local Health Authority	up to 7 days
Justice of the Peace	up to 5 days
School governor or member of the management board of an HE/FE college	up to 5 days
Member of a national executive of a national trade union	up to 5 days
Officiating at local and GLA elections	up to 1 day

5.10.2 If you hold more than one of the above offices the maximum number of paid days leave you will be allowed to take is ten days.

5.10.3 In the interests of promoting public duties and citizenship, your director has the discretion to grant up to an additional 10 days unpaid leave.

3: If the local authority pays staff to take such leave, for a copy of this policy. And the number of staff who have taken the leave between 1 January 2017 and 31 December 2017 (broken down by 'emergency service' in part one.

As we do not offer public duty leave for work with the emergency services we do not hold such data. Further where public leave duty is booked and taken it is not recorded against specific categories as set out above; it is simply recorded as public duty leave.

4: If the local authority does not offer such special leave, whether there are plans to introduce such a policy.

There are no plans currently to extend the present time off for public duty leave.

If you have any further questions relating to this matter, please contact me, quoting the reference MGLA230218-4756.

Yours sincerely

Ruth Phillips
Information Governance Officer

If you are unhappy with the way the GLA has handled your request, you may complain using the GLA's FOI complaints and internal review procedure, available at:

<https://www.london.gov.uk/about-us/governance-and-spending/sharing-our-information/freedom-information>