

Ramsgreave Parish Council

FAMILY FRIENDLY POLICY

RPC is committed to supporting councillors and staff who are parents or carers. It is recognised that the provision of parental and carers leave is key to being able to demonstrate this commitment. The Policy aims to ensure that, insofar as possible, Councillors and staff can take appropriate parental or carers leave and adequate arrangements are in place to provide cover responsibilities during any period of leave taken.

Legal requirements

There is currently no legal right for Councillors to take Parental Leave and any arrangement adopted by this Council is a voluntary one.

Section 85 of the Local Government Act 1972 places a requirement on Councillors to attend a meeting of the Council within a 6 consecutive month period, **unless Full Council agrees to an extended leave of absence prior to the expiration of that 6-month period.**

This Policy has been adopted by Full Council in the knowledge that any leave taken under this Policy, that goes beyond six months, is an approved reason under section 85 of the Act.

1.1 Councillors or staff becoming parents will be able to take six months parental leave from a date of their choosing, with the option to extend as required, by agreement.

1.2 Councillors or staff requiring carers leave will be able to either take a fixed period of leave, or suspend their duties, or some of their duties for a period of time, depending on their circumstances. This will be discussed in the first instance with the Chair and the resulting proposal approved by a majority of council members.

1.3. A Councillor or staff member is requested to advise the Council of these requirements, or changes to these requirements, including returning to duties, at the earliest possible opportunity. Councillors should contact the Clerk and the Clerk should contact the Chair.

1.4 Absences from Council meetings during any period of parental leave will be noted as such, rather than being attributed to general absence.

1.5 A councillor or staff member will have the choice whether they are included in communications via messaging between meetings. This will be discussed with the Chair and the resulting proposal approved by a majority of council members.

1.6 If a Councillor or staff decides not to return at the end of their leave, they must notify the Council at the earliest possible opportunity.

Policy review date: May 2025

Chair Person signature:



Member signature:

Minute reference: