

The Arc  
High Street  
Clowne  
Derbyshire  
S43 4JY

Date: 26<sup>th</sup> November 2018

To: Chairman & Members of the Council

Dear Sir or Madam,

You are summoned to attend a meeting of the Bolsover District Council on **Wednesday 5<sup>th</sup> December 2018 at 1000 hours in the Council Chamber, The Arc, High Street, Clowne.**

**Notes for Members:**

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised on pages 2 to 4.

Yours faithfully,



Joint Head of Corporate Governance & Monitoring Officer

**ACCESS FOR ALL**

If you need help understanding this document or require a larger print on translation, please contact us on the following telephone number:-

 **01246 217753**      **Democratic Services**  
**Fax: 01246 242423**



**Tel** 01246 242424    **Fax** 01246 242423  
**Email** [enquiries@bolsover.gov.uk](mailto:enquiries@bolsover.gov.uk)    **Web** [www.bolsover.gov.uk](http://www.bolsover.gov.uk)

CUSTOMER  
SERVICE  
EXCELLENCE



## COUNCIL AGENDA

WEDNESDAY 5<sup>TH</sup> DECEMBER 2018 AT 10:00 HOURS

Item No.		Page No.(s)
	<b>PART 1 – OPEN ITEMS</b>	
1.	<b>Apologies for Absence</b>	
2.	<b>Declarations of Interest</b> Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:-  a) any business on the agenda b) any additional urgent items to be considered c) any matters arising out of the business of those items  and withdraw from the meeting at the relevant time, if appropriate.	
3.	<b>Chair's Announcements</b> To receive any announcements that the Chair of the Council may desire to lay before the meeting.	
4.	<b>Questions</b>  a) Questions submitted by the Public pursuant to Rule 8 of the Council Procedure Rules.  b) Questions submitted by Members pursuant to Rule 9 of the Council Procedure Rules.	None  None
5.	<b>Reports on urgency decisions taken by the Executive</b> To receive a report from the Executive with details of any Key Decisions taken under special urgency provisions or Key Decisions which were exempt from Call In.	None
6.	<b>Minutes</b> To approve the Minutes of the Council meeting held on 7 <sup>th</sup> November 2018.	5 to 11

7. **Motions**

In accordance with Council Procedure Rule No 10 to consider  
Motions on Notice from Members

i) **Motion submitted by Cllr C Moesby:**

**BREAKING POINT CAMPAIGN**

*This Council resolves to:*

- *Support the 'Breaking Point' Campaign, recognising the devastating impact that austerity has had on our local community.*
- *Ask the Leader of the Council to write to the Chancellor of the Exchequer, the Prime Minister and the Secretary of State for Housing, Communities and Local Government setting out the funding pressures faced by our local Council and calling on the Government to truly end austerity in Local Government.*

ii) **Motion submitted by Cllr C Moesby:**

**PARENTAL LEAVE POLICY**

*This Council resolves as follows in order to ensure that Councillors with children and other caring commitments are supported as appropriate;*

- *To approve in principal the adoption of the parental leave policy drafted by the LGA Labour Group women's taskforce to give all Councillors an entitlement to parental leave after giving birth or adopting subject to any necessary changes to the Constitution and Members Allowance Scheme.*

**HARD COPIES OF THE POLICY ARE AVAILABLE TO MEMBERS AT THE COUNCIL OFFICES AND ON REQUEST.**

8. **Recommended Items**

- i) **Appointments to Outside Bodies – Sheffield City Region Combined Authority Audit Committee and Scrutiny Committee**  
(Report of the Monitoring Officer with Recommendations made by Budget Scrutiny Committee)

12 to 15

**9. Public Health**  
(Presentation by Mr. Dean Wallace, Director of Public Health,  
Derbyshire County Council)

**10. Chairman's Closing Remarks**

---

**MEMBERS ARE ASKED TO REMAIN AT THE CONCLUSION  
OF COUNCIL FOR A PRESENTATION ON HOMELESSNESS  
AND THE NEW LEGISLATION.**

## **BOLSOVER DISTRICT COUNCIL**

Minutes of a meeting of the Bolsover District Council held in the Council Chamber, The Arc, Clowne, on 7<sup>th</sup> November 2018 at 10.00 hours.

### **PRESENT:-**

Members:- Councillor T. Munro in the Chair

Councillors T. Alexander, A. Anderson, P. Barnes, R.J. Bowler, P.M. Bowmer, T. Cannon, J.A. Clifton, T.J. Connerton, C.P. Cooper, P.A. Cooper, M.G. Crane, M. Dooley, S. W. Fritchley, R.A. Heffer, A. Joesbury, D. McGregor, C. Moesby, B.R. Murray-Carr, S. Peake, K. Reid, J. Ritchie, J.E. Smith, P. Smith, A.M. Syrett, R. Turner, K.F. Walker, B. Watson, D. Watson and J. Wilson.

Officers:-

D. Swaine (Chief Executive Officer), L. Hickin (Strategic Director – People), K. Hanson (Strategic Director – Place), S. Sternberg (Joint Head of Service – Corporate Governance and Monitoring Officer), V. Dawson - Solicitor (Contentious Team Manager), N. Calver (Governance Manager) and T. Fletcher (Chief Accountant)

### **0439. APOLOGIES**

Apologies for absence were received from Councillors J.E. Bennett, G. Buxton, M. Dixey, H.J. Gilmour, S.J. Statter and E. Stevenson.

### **0440. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this meeting.

### **0441. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman of the Council Councillor T. Munro, reported on the success of the Bolsover Talent showcase which raised £680 for the Council's charity - IVenture 2019.

He further reported that on 30<sup>th</sup> October the Chairman, along with the Strategic Director – People, attended the official launch of the Virtual College web-based Save a Life package at the House of Commons. The event was attended by a cross section of MP's, the Minister of State for Care (Caroline Dinenage) and Lord Andrew Mawson. Members watched a short video detailing the event and welcomed the support from Caroline Dinenage and the acknowledgement to the drive and commitment shown by Councillors Deborah Watson and Jim Clifton over the last 6 years bringing this scheme to fruition. The Chairman of the Council announced that he had taken the free Save a Life course and was the first Chairman of a Council in the UK to achieve this goal. He urged all members to gain this qualification. Councillor M. Dooley echoed the Chairman's thanks to Councillors Watson and Clifton and noted that Bolsover District Council should be proud to be leading the way again on a national initiative.

## BOLSOVER DISTRICT COUNCIL

### 0442. QUESTIONS

Council welcomed questions submitted by the public under Rule 8 of the Council Procedure Rules.

- i) Question submitted to Cllr Ann Syrett, Leader of the Council by Graham Heasman

*“HS2 finally, after a delay, have released the Working Draft Environmental Statement and the Working Draft Equality Impact Assessment Report. They have set a date of 21<sup>st</sup> December for a closing date for consultation reports. Given that there is such an enormous quantity of information to digest and the last of the HS2 Information Events for the HS2b section of the route is on Friday 7<sup>th</sup> December it leaves too little time for interested parties to respond. We have asked our M.P., the County Council and Parish Council to request a delay by a month of the closing date. Would Bolsover District Council please also request HS2 to delay the closing date by a month?”*

The Leader of the Council, Councillor Syrett agreed that the time scales set for consultation reports left little time to respond and agreed to request a delay by one month for the closing date.

(Chief Executive Officer)

- ii) Question submitted to Cllr Ann Syrett, Leader of the Council by Kate Heasman

*“With the release by HS2 Ltd. Of the working draft Environment Statement and working draft Equality Impact Assessment Report, the Council would have seen the massive amount of potential land take needed not just for construction but also permanently within the Bolsover District together with the increase number of homes to be demolished. On Alfreton Road, Newton, both HS2 and Chris Grayling have previously stated (Grayling during a Parliamentary Transport Debate) that only 5 homes would be demolished, this has now been increased to 18 and also within Blackwell Parish an additional 4 homes, 1 commercial business, part of a playing field and several outbuildings.*

*What have been the Council’s reactions to these statements and how do they plan to challenge these statements and previous untruths in their consultation responses?”*

The Leader of the Council confirmed that a letter of query in regards to accuracy and honesty of numbers affected had already been submitted to HS2. She assured members of the public that issues were raised with HS2 at every opportunity and the public are supported wholeheartedly on the position.

## BOLSOVER DISTRICT COUNCIL

### SUPPLEMENTARY QUESTION

Mrs K. Heasman exercised her right to ask a supplementary question of the Leader of the Council.

It was noted from recent Freedom of Information request submitted that the cost of an upgraded route for HS2 was only 10% higher than that of budgets currently set. Given that there was a 40% contingency built in within the budget, surely it was time to pursue this alternate option which would have less impact on local communities.

The Leader of the Council agreed wholeheartedly with Mrs Heasman's sentiment and the Council were aware of this fact and were taking steps to highlight this option. The Leader of the Council undertook to respond to Mrs Heasman in writing to her original question.

(Chief Executive Officer)

### iii) Question submitted to Cllr Ann Syrett, Leader of the Council by Tony Mellors

*"The documents published by HS2 Ltd in October show that Bolsover District is severely affected by the temporary and permanent impacts of the HS2 proposal. Listed from Pinxton to Shuttlewood are demolitions of 44 residential and 24 commercial properties, and the temporary loss of 660 hectares of agricultural land, of which more than half is to be lost permanently. Additionally Barlborough will see demolitions of 9 residential and 3 commercial properties.*

*Is there a mechanism whereby all elected councillors are informed of the details of discussions with HS2, which for reasons of the Non-Disclosure Agreement between BDC and HS2 Ltd, the public may not be informed about?"*

Councillor A.M. Syrett confirmed that there was no information that the Council were aware of that was not currently in the public domain, therefore the non-disclosure agreement was a moot point. Information was received from HS2 on a drip feed basis.

### SUPPLEMENTARY QUESTION

Mr Mellors exercised his right to ask a supplementary question to the Leader of the Council and requested assurance that Members were aware of the impact of HS2.

The Leader of the Council confirmed that all Members of Bolsover District Council were aware of the impact of the HS2 route and a map had been drawn up and placed outside the Members Room at the District Council offices for Members clarity.

The Leader of the Council undertook to respond to Mr Mellors in writing to his original question.

(Chief Executive Officer)

## **BOLSOVER DISTRICT COUNCIL**

### **0443. REPORTS ON SPECIAL URGENCY DECISIONS**

There were no urgent items of business considered at the meeting.

### **0444. MINUTES OF PREVIOUS MEETING**

Consideration was given to the Minutes of the Council meeting held on Wednesday 10<sup>th</sup> October 2018 as set out on pages 7 to 10 of the agenda pack.

Proposed by A. M. Syrett and seconded by Councillor D. McGregor.

**RESOLVED** that the Minutes of the meeting held on 10<sup>th</sup> October 2018 be approved as a correct record and signed by the Chairman.

### **0445. MOTIONS**

No motions were submitted to this meeting of the Council under Rule 10 of the Council Procedures Rules.

### **0446. RECOMMENDED ITEMS**

#### **A) LICENSING ACT 2003 – STATEMENT OF LICENSING POLICY 2019-2024 POLICY REVIEW**

Members gave consideration to a report from the Chair of Licensing Committee asking for approval of Council's revised Licensing Act Statement of Licensing Policy 2019-2024.

The Licensing Act 2003 imposes a statutory requirement upon Bolsover District Council as the statutory Licensing Authority to prepare a statement of policy. It was required for this to be reviewed every five years, and, in July 2018 the Licensing Committee approved a Statement of Licensing Policy in consultation with the public and stake holders which took place for a period of 11 weeks commencing on 30<sup>th</sup> July 2018 and concluding on 15<sup>th</sup> October 2018. No responses were received to the consultation, however Officers made one minor amendment at page 28 of the draft policy which clarified that Trading Standards were a responsible authority.

Proposed by Councillor A. Anderson and seconded by Councillor J. Smith.

**RESOLVED** that the Licensing Act Statement of Licensing Policy 2019 to 2024 be approved and adopted.

(Contentious Team Manager)



## BOLSOVER DISTRICT COUNCIL

### B) GAMBLING ACT 2005 - STATEMENT OF PRINCIPLES 2019-2022 POLICY REVIEW

The Gambling Act 2005 poses a statutory requirement on Bolsover District Council as the statutory Licensing Authority to prepare a statement of principles which was the Council's tool in regulating gambling within the district.

Members gave consideration to a report of the Chair of the Licensing Committee requesting approval for the Council's revised Gambling Act – Statement of Principles 2019 to 2022. In July 2018 Licensing Committee approved a draft statement of principles in consultation with the public which commenced for a period of 11 weeks on 30<sup>th</sup> July 2018 and concluded on 15<sup>th</sup> October 2018. 2 external responses were received, the results of which were set out in Appendix 1 of the report.

Proposed by Councillor A. Anderson and seconded by Councillor J. Smith.

**RESOLVED** that the Gambling Act Statement of Principles 2019 to 2022 be approved and adopted.

(Contentious Team Manager)

#### 0447. APPOINTMENTS TO OUTSIDE BODIES – SHEFFIELD CITY REGION COMBINED AUTHORITY AUDIT COMMITTEE AND SCRUTINY COMMITTEES

It was the wish of Members present that this item be referred to the forthcoming meeting of Budget Scrutiny Committee in order for due consideration to be made to the substitution appointments for the Sheffield City Region Combined Authority Audit Committee and Scrutiny Committees. Recommendation for these appointments would be made by Budget Scrutiny Committee to the forthcoming meeting of Council on 5<sup>th</sup> December 2018 for approval.

Proposed by Councillor C. Moesby and seconded by Councillor S. Peake.

**RESOLVED** that the Appointment to Outside Bodies – Sheffield City Region Combined Authority Audit Committee and Scrutiny Committees be **REFERRED** to Budget Scrutiny Committee to make recommendations to Council.

(Governance Manager)

#### 0448. TREASURY MANAGEMENT UPDATE

Members gave consideration to the report of Councillor B. Watson, Portfolio Holder for Finance & Resources and Sustainable Energy. Members noted that the 2018/19 Treasury Management Strategy has been approved by Council at the meeting in February 2018. The monitoring report put before Members detailed the Treasury Management activity during the first half year.

For Members clarity it was confirmed that the Treasury Management function covered the borrowing and investment of the Council's money which included both the

## BOLSOVER DISTRICT COUNCIL

management of the Council's day to day cash position and the management of its long term debt.

At their recent conference, the Government announced that the debt cap for HRA would be removed allowing Councils more freedom to borrow in order to build new social housing. Once further details were known a review of the impact on the Council Treasury Management activities would be performed and a revised Treasury Management Strategy would be presented to a future meeting of Council for Members' consideration.

Members noted that since the HRA's Self-Finance Settlement in 2012, the strategy had recommended that a fixed annual contribution be made to the debt repayment reserve earmarked to pay HRA self-financing loans as they became due over the period 2012 to 2042. There were currently sufficient funds held within the allocated reserve to repay all loans up to 2026. There had been considerable pressure on the HRA in recent years including;

- Rent reductions;
- Cost of maintaining the existing stock; and
- The need to build new social housing

Increasing the flexibility of the approach to HRA debt repayment would generate much needed additional resources for the HRA but would still allow contributions to be made to the debt repayment reserve as funds allowed each year. It would also provide flexibility to make larger contributions to the debt repayment reserves at times when pressures on the HRA were less. Repaying HRA debt more slowly would mean that interest costs would not decrease as quickly and some loans may need to be refinanced at maturity.

In order to reflect this a proposal was made for an amendment of the Treasury Management Strategy at point 1.49-1.50 as set out in 1.11 of the report.

Members, on consideration of Appendix 1, queried the interest received on an investment of £10 million which was reported considerably lower than expected. Officers confirmed that the figure reported was for an overnight investment which meant it was put out for one night only. This was the reason it looked lower than expected.

The Strategic Director – People advised Members that the Councils Management Team would be undertaking a review of the way in which financial information was presented to them in reports and undertook to feedback Members comments.

Proposed by Councillor B. Watson and seconded by Councillor A.M. Syrett

**RESOLVED** that

1. The Treasury Management activities undertaken during the period April to September 2018 as outlined in Appendix 1 to the report be noted.
2. The Government's proposal regarding removing the debt account for Local Housing Authorities be noted

**BOLSOVER DISTRICT COUNCIL**

3. The amended Treasury Management Strategy (ref 1.9 – 1.50) allowing for more flexibility regards debt repayment contributions be approved.

(Joint Head of Service – Finance and Resources)

The meeting concluded at 10.50am

**Bolsover District Council**

**Council**

**5 December 2018**

**Appointments to Outside Bodies – Sheffield City Region Combined Authority  
Audit Committee and Scrutiny Committee**

**Report of the Head of Corporate Governance and Monitoring Officer**

This report is public

**Purpose of the Report**

- To enable Council to consider appointments to the Sheffield City Region Combined Authority Audit Committee and Scrutiny Committee.

**1 Report Details**

- 1.1 Sheffield City Region Combined Authority passed a resolution in June 2018 which allows for substitute Members to sit on their Audit Committee and Scrutiny Committee.
- 1.2 The protocol drawn up by the Committees (and endorsed by the Combined Authority) determines that up to 3 substitute Members may be named for each substantive Member. The level of quorum for these Committees, which is set by legislation, is two thirds. As this is quite a high level, the Combined Authority's new arrangements allow greater flexibility and the opportunity for substitute Members to attend if the substantive Member is unavailable.
- 1.3 Substitute Members must be representative of the same political party as the Member they are standing in for.
- 1.4 The Joint Authorities Governance Unit (JAGU) will be responsible for engaging named substitutes on receipt of a lead Member's apologies.
- 1.5 Council is therefore asked to consider the naming of three substitute Members for each Committee for the remainder of 2018/19. Future appointments and substitutes will be considered at Annual Council.
- 1.6 At its last meeting, the Council referred this matter to Budget Scrutiny Committee, who, in turn, have made their recommendations to Council as follows:

## **0459. URGENT ITEM OF BUSINESS**

### **RECOMMENDATION FROM COUNCIL ON 7<sup>TH</sup> NOVEMBER 2018 – APPOINTMENTS TO OUTSIDE BODIES – SHEFFIELD CITY REGION COMBINED AUTHORITY AUDIT COMMITTEE AND SCRUTINY COMMITTEES**

Councillor Reid presented the report and noted 3 substitutes were required for both Audit and Scrutiny Committees, but that the same 3 Members could substitute for both. It was noted that the substitutes needed to be from the Majority Group.

Moved by Councillor J. Smith and seconded by Councillor S. Peake

**RECOMMENDED** that Council approve the following Members as substitutes for the Sheffield City Region Combined Authority Audit Committee and Scrutiny Committees:

Councillor T. Munro  
Councillor P. Smith  
Councillor J. Wilson

## **2 Conclusions and Reasons for Recommendation**

- 2.1 This report enables Council to consider appointing three substitute Members to the Sheffield City Region Combined Authority Audit Committee and Scrutiny Committee for the remainder of 2018/19 Municipal Year.

## **3 Consultation and Equality Impact**

- 3.1 Consultation has taken place with Members of Budget Scrutiny Committee on this matter and their recommendations are put as part of this report.

## **4 Alternative Options and Reasons for Rejection**

- 4.1 Council could determine not to appoint named substitutes as proposed, however this would restrict the opportunities for the Council to have a representative attending these Committee meetings.

## **5 Implications**

### **5.1 Finance and Risk Implications**

- 5.1.1 There are no finance or risk implications arising from this report.

### **5.2 Legal Implications including Data Protection**

- 5.2.1 There are no legal implications arising from this report.

### **5.3 Human Resources Implications**

5.3.1 There are no human resource implications arising from this report.

## **6 Recommendations**

6.1 That three substitute Members be appointed to the Sheffield City Region Combined Authority Audit Committee and Scrutiny Committee for the remainder of 2018/19 Municipal Year.

**7 Decision Information**

<p><b>Is the decision a Key Decision?</b>  A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:  <i>BDC: Revenue - £75,000</i> <input type="checkbox"/>  <i>Capital - £150,000</i> <input type="checkbox"/>  <i>NEDDC: Revenue - £100,000</i> <input type="checkbox"/>  <i>Capital - £250,000</i> <input type="checkbox"/>  <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p><b>Is the decision subject to Call-In?</b>  (Only Key Decisions are subject to Call-In)</p>	No
<p><b>Has the relevant Portfolio Holder been informed</b></p>	N/A
<p><b>District Wards Affected</b></p>	None directly
<p><b>Links to Corporate Plan priorities or Policy Framework</b></p>	Demonstrating good governance

**8 Document Information**

Appendix No	Title
None	
<p><b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)</p>	
Report Author	Contact Number
Nicola Calver, Governance Manager	01246 217553

# **Parental Leave Policy for Councils**

## **Introduction**

This Policy sets out Members' entitlement to maternity, paternity, shared parental and adoption leave and relevant allowances.

The objective of the policy is to ensure that insofar as possible Members are able to take appropriate leave at the time of birth or adoption, that both parents are able to take leave, and that reasonable and adequate arrangements are in place to provide cover for portfolio-holders and others in receipt of Special Responsibility Allowances (SRA) during any period of leave taken.

Improved provision for new parents will contribute towards increasing the diversity of experience, age and background of local authority councillors. It will also assist with retaining experienced councillors – particularly women – and making public office more accessible to individuals who might otherwise feel excluded from it.

There is at present no legal right to parental leave of any kind for people in elected public office. This applies to MPs as well as councillors, and has been the subject of lengthy debate. These policies can therefore only currently be implemented on a voluntary basis, although Labour Councils are encouraged to implement them as per the Labour Party Democracy Review which has called for Labour-controlled councils and Labour Groups to adopt a parental leave policy. Discussions are ongoing about changing the law to enable compulsory provision, but until then these policies constitute best practice which Labour Groups (and the councils they control) are strongly advised to adopt.

Legal advice has been taken on these policies, and they conform with current requirements.

## **1. Leave Periods**

1.1 Members giving birth are entitled to up to 6 months maternity leave from the due date, with the option to extend up to 52 weeks by agreement if required.

1.2 In addition, where the birth is premature, the Member is entitled to take leave during the period between the date of the birth and the due date in addition to the 6 months' period. In such cases any leave taken to cover prematurity of 28 days or less shall be deducted from any extension beyond the initial 6 months.

1.3 In exceptional circumstances, and only in cases of prematurity of 29 days or more, additional leave may be taken by agreement, and such exceptional leave shall not be deducted from the total 52 week entitlement.

1.4 Members shall be entitled to take a minimum of 2 weeks paternity leave if they are the biological father or nominated carer of their partner/spouse following the birth of their child(ren).



1.5 A Member who has made Shared Parental Leave arrangements through their employment is requested to advise the Council of these at the earliest possible opportunity. Every effort will be made to replicate such arrangements in terms of leave from Council.

1.6 Where both parents are Members leave may be shared up to a maximum of 24 weeks for the first six months and 26 weeks for any leave agreed thereafter, up to a maximum of 50 weeks. Special and exceptional arrangements may be made in cases of prematurity.

1.7 A Member who adopts a child through an approved adoption agency shall be entitled to take up to six months adoption leave from the date of placement, with the option to extend up to 52 weeks by agreement if required.

1.8 Any Member who takes maternity, shared parental or adoption leave retains their legal duty under the Local Government Act 1972 to attend a meeting of the Council within a six month period unless the Council Meeting agrees to an extended leave of absence prior to the expiration of that six month period.

1.9 Any Member intending to take maternity, paternity, shared parental or adoption leave will be responsible for ensuring that they comply with the relevant notice requirements of the Council, both in terms of the point at which the leave starts and the point at which they return.

1.10 Any member taking leave should ensure that they respond to reasonable requests for information as promptly as possible, and that they keep officers and colleagues informed and updated in relation to intended dates of return and requests for extension of leave.

## **2. Basic Allowance**

2.1 All Members shall continue to receive their Basic Allowance in full whilst on maternity, paternity or adoption leave.

## **3. Special Responsibility Allowances**

3.1 Members entitled to a Special Responsibility Allowance shall continue to receive their allowance in full in the case of maternity, paternity, shared parental or adoption leave.

3.2 Where a replacement is appointed to cover the period of absence that person shall receive an SRA on a pro rata basis for the period of the temporary appointment.

3.3 The payment of Special Responsibility Allowances, whether to the primary SRA holder or a replacement, during a period of maternity, paternity, shared parental or adoption leave shall continue for a period of six months, or until the date of the

next Annual Meeting of the Council, or until the date when the member taking leave is up for election (whichever is soonest). At such a point, the position will be reviewed, and will be subject to a possible extension for a further six month period.

3.4 Should a Member appointed to replace the member on maternity, paternity, shared parental or adoption leave already hold a remunerated position, the ordinary rules relating to payment of more than one Special Responsibility Allowances shall apply.

3.5 Unless the Member taking leave is removed from their post at an Annual General Meeting of the Council whilst on leave, or unless the Party to which they belong loses control of the Council during their leave period, they shall return at the end of their leave period to the same post, or to an alternative post with equivalent status and remuneration which they held before the leave began.

#### **4. Resigning from Office and Elections**

4.1 If a Member decides not to return at the end of their maternity, paternity, shared parental or adoption leave they must notify the Council at the earliest possible opportunity. All allowances will cease from the effective resignation date.

4.2 If an election is held during the Member's maternity, paternity, shared parental or adoption leave and they are not re-elected, or decide not to stand for re-election, their basic allowance and SRA if appropriate will cease from the Monday after the election date when they would technically leave office.