

## **Family Absence Regulations for Members**

### **Family Absence for Members of Local Authorities (Wales) Regulations 2013 (“the Family Absence Regulations”)**

- (1) The Head of Democratic Services must inform relevant persons of any notifications of periods of family absence received and periods of family absence taken. The relevant persons are defined as the Mayor, the Chair of the Democratic Services Committee and the leader of each political group.
- (2) The Head of Democratic Services must maintain a record of all notifications of periods of family absence and periods of family absence taken.
- (3) Where the Head of Democratic Services has reasonable grounds to suspect that a Member who has provided notification of a period of family absence, is not entitled to that absence she/he must inform Council of that fact.
- (4) Where Council decides to cancel a period of family absence before it begins or bring a period of family absence to an end the Head of Democratic Services must provide the Member concerned with written notification of that decision.
- (5) The Head of Democratic Services must refer to the Mayor any complaint received from a Member regarding a decision by Council to cancel a Member’s period of family absence before it begins or bring a period of family absence to an end.
- (6) The Head of Democratic Services must refer to the Mayor any complaint received from a Member regarding a decision by the Mayor to refuse an application by a Member on maternity absence or parental absence (under the Family Absence Regulations) for permission to attend particular meetings or descriptions of meetings, or to perform particular duties or duties of a particular description.