

CLIFTON COMMUNITY COUNCIL

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Sabbatical Leave Policy

Clifton Community Council recognises that there may be times when Councillors or Officers of the council wish to take extended periods of time away from their work as council officers or as a Councillor.

1. The Local Government Act 1972 Section 85 (1) ("the Act") requires Council to consider and authorise any absence of a Councillor from attendance at Council meetings.
2. Where an elected member of a council is absent for a period of 6 consecutive months from meetings of the Authority the member shall, unless the failure to attend has been approved by the Authority before the expiry of that period, cease to be a member of that Authority.
3. Were the period of time away is requested by an officer of the council the responsible officer of the council will agree in consultation with the chair the sabbatical and appointment of appropriate cover for the agree sabbatical period and reviews of sabbatical period up to a 12 month period.
4. Sabbatical leave will be an agreed leave of absence from involvement in all Community Council work for the period agreed.
5. Sabbaticals for elected members will be granted at the Community Council's discretion during a Full Community Council Meeting and are not an entitlement.
6. The reasons for the sabbatical may include (but is not limited to): spending time with family, pursuing further education, taking an extended holiday or participating in voluntary or community work, long term illness, change in family circumstances.

Approved: July 2021

Review: Annually, for most recent review date visit the policies page of <https://cliftoncommunitycouncil.uk>