

REPORT

To: PLANNING AND ENVIRONMENT COMMITTEE		Subject: REQUEST FOR UNPAID SPECIAL LEAVE
From: DIRECTOR OF PLANNING AND ENVIRONMENT		
Date: 16 January 2007	Ref: D/SS/06/44	

1. Purpose of Report

- 1.1 To request homologation of action taken by the Convenor of the Planning & Environment Committee and the Director of Planning & Environment to grant unpaid leave to a member of the Departments Road Safety Team.

2. Background

- 2.1 A member of Road Safety Team (Child Pedestrian Scheme Co-ordinator) grade NLC 7 has requested six months unpaid leave commencing on 12 January 2007, to Travel around the world with her husband, returning to work on 16 July 2007.
- 2.2 The employee has made contact with a number of Road Safety organisations throughout the world and it is her intention to spend part of the time meeting with these organisations to share best practices.
- 2.3 The Department supports this request in order to retain the experienced member of staff, who has significant knowledge of this specialised area, and is in a post that may prove difficult to fill.
- 2.4 It is the intention of the Department to fill the resultant vacancy on a temporary basis.
- 2.5 The Head of Personnel Services has been consulted on the content of this report.

3 Recommendations

- 3.1 It is recommended that Committee:
 - (i) Homologate the action agreed by the Convenor of the Planning & Environment Committee and the Director of Planning & Environment.
 - (ii) Remit this report to the Policy and Resources (Personnel) Sub-Committee for their approval.



David M. Porch
DIRECTOR OF PLANNING AND ENVIRONMENT
 (28 December 2006)

Local Government Access to Information Act: for further information about this report, please contact David McDove Traffic & Transportation Team Leader Safety on 01236 616216.