

To: SOCIAL WORK COMMITTEE		Subject: REQUEST FOR SPECIAL LEAVE
From: DIRECTOR OF SOCIAL WORK		
Date: FEBRUARY 28 th 2002	Ref: R&I SL	

1. PURPOSE OF REPORT / INTRODUCTION

- 1.1. The purpose of this report is to seek the approval of the Committee to homologate a decision to allow a member of the staff of the Social Work Department to have a period of extended leave.

2. BACKGROUND

- 2.1. The member of staff concerned requested that she be allowed to take a period of 2 months Special Leave, unpaid, from February 1st 2002, to enable her to participate in an archaeological dig.
- 2.2. The member of staff is an experienced qualified Occupational Therapist and is a valued member of the Social Work Department. She wishes to work with North Lanarkshire Council on her return. She has not previously been granted leave of absence.

3. PROPOSALS / CONSIDERATIONS

- 3.1 The Social Work Department supports the member of staff in this proposal, and that she return to work for the Authority in the future.
- 3.2 It is proposed that the request for Special Leave, unpaid, be approved.
- 3.3 It has been reported to Committee previously that the Social Work Department has experienced difficulty with the recruitment of qualified Occupational Therapists, due to national shortage. Support for this request will ensure retention of an experienced and valued worker.
- 3.4 The arrangements for the expedition were completed with insufficient time to inform Committee before her departure date. In view of the time-scale, this matter was discussed with the Convener of Social Work to obtain his approval.

4. FINANCIAL / PERSONNEL / LEGAL / POLICY IMPLICATIONS

- 4.1 There are no financial or legal implications. As noted above, support for this measure will ensure retention of the worker concerned.

5. RECOMMENDATIONS

5.1 Committee is asked to homologate the decision to approve the request for Special Leave.



Jim Dickie
Director of Social Work
February 4th 2002

*For further information on this report please contact Margaret Wilson, Service Manager, Personnel TEL:
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