Date of meeting	**Monday, 24th August, 2015**
Time	**7.00 pm**
Venue	**Committee Room 1, Civic Offices, Merrial Street, Newcastle-under-Lyme, Staffordshire, ST5 2AG**
Contact	Julia Cleary

Staffing Committee

AGENDA

PART 1 – OPEN AGENDA

1	**Apologies**	
2	**Declaration of Interests**	
3	**Minutes of previous meeting**	**(Pages 3 - 6)**
4	**Minutes of the Employees Consultative Committee**	**(Pages 7 - 10)**
5	**Driving at Work Policy**	**(Pages 11 - 52)**
6	**Any other Business**	

Members: Councillors Beech, Cooper, Dymond (Chair), Frankish, Holland, Parker, Rout, Stringer, Wallace, Williams and Woolley

PLEASE NOTE: The Council Chamber and Committee Room 1 are fitted with a loop system. In addition, there is a volume button on the base of the microphones. A portable loop system is available for all other rooms. Should you require this service, please contact Member Services during the afternoon prior to the meeting.

Members of the Council: If you identify any personal training/development requirements from any of the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Democratic Services Officer at the close of the meeting.

Meeting Quorums :- 16+= 5 Members; 10-15=4 Members; 5-9=3 Members; 5 or less = 2 Members.

Officers will be in attendance prior to the meeting for informal discussions on agenda items.