Date of meeting Monday, 21st March, 2016

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 DECLARATIONS OF INTEREST

To receive Declarations of Interest, from Members, on items contained within this agenda.

3 MINUTES OF A PREVIOUS MEETING.

(Pages 3 - 4)

To agree as a correct record, the minutes of the meeting held on 30 November, 2015.

4 Shared Parental Leave Policy and Procedure

(Pages 5 - 22)

5 Policy on Time off for Dependants

(Pages 23 - 32)

6 Any Other Business

Members: Councillors Beech, Cooper, Dymond (Chair), Frankish, Holland, Kearon,

Parker, Rout, Stringer, 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.

FIELD_TITLE

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