

**Resources: Legal & Governance**

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Date: 29 June 2021

**TO THE MEMBERS OF THE CITY COUNCIL**

Dear Councillor,

**Meetings of Certain Committees – Wednesday, 7<sup>th</sup> July 2021**

Please note that brief meetings of the three Scrutiny Committees, certain Local Area Committees, the four Transitional Committees and the Governance Committee will be held immediately following the close of the meeting of the Council on the afternoon of Wednesday 7<sup>th</sup> July 2021, for the purposes of appointing the Chairs and Deputy Chairs, and to fix the date and time of the meetings, in cases where these matters had not been determined at the conclusion of the annual meeting of the Council on 19<sup>th</sup> May.

I enclose with this letter, a list showing the proposed order for the relevant meetings, together with the draft agendas, which will be held immediately following one another and without a break. The Lord Mayor will occupy the Chair and the Members of the Council will be required to remain in their seats throughout the whole of the proceedings.

To facilitate the transaction of the business, the Lord Mayor will announce at the start of each meeting, the name of the mover and seconder of the composite motion to determine the business as detailed in the agenda. The names of the mover and seconder of the composite motion will be drawn from the Members of the particular Committee. The Lord Mayor will put the motion upon which the Members of the Committee concerned will vote. In the event of any questions arising upon any item on the agenda for a particular Committee, only the members of that Committee are permitted to participate in the discussion.

Yours sincerely,

**GILLIAN DUCKWORTH**  
**DIRECTOR OF LEGAL & GOVERNANCE**

## **SHEFFIELD CITY COUNCIL**

### **MEETINGS OF CERTAIN COUNCIL COMMITTEES, TO BE HELD ON WEDNESDAY, 7<sup>TH</sup> JULY 2021, TO APPOINT CHAIRS, DEPUTY CHAIRS AND TO FIX THE DATE AND TIME OF THE MEETINGS (AS NECESSARY)**

#### **ORDER OF MEETINGS**

1. OVERVIEW & SCRUTINY MANAGEMENT COMMITTEE
2. CHILDREN, YOUNG PEOPLE AND FAMILY SUPPORT SCRUTINY AND  
POLICY DEVELOPMENT COMMITTEE
3. HEALTHIER COMMUNITIES & ADULT SOCIAL CARE SCRUTINY AND  
POLICY DEVELOPMENT COMMITTEE
4. CENTRAL LOCAL AREA COMMITTEE
5. NORTH LOCAL AREA COMMITTEE
6. SOUTH LOCAL AREA COMMITTEE
7. SOUTH EAST LOCAL AREA COMMITTEE
8. SOUTH WEST LOCAL AREA COMMITTEE
9. OUR COUNCIL TRANSITIONAL COMMITTEE
10. COMMUNITIES AND NEIGHBOURHOODS TRANSITIONAL  
COMMITTEE
11. CLIMATE CHANGE, ECONOMY AND DEVELOPMENT TRANSITIONAL  
COMMITTEE
12. EDUCATION, HEALTH AND CARE TRANSITIONAL COMMITTEE
13. GOVERNANCE COMMITTEE

**OVERVIEW & SCRUTINY MANAGEMENT COMMITTEE**

**Meeting to be held on 7<sup>th</sup> July 2021**

**immediately following the meeting of the Council**

**A G E N D A**

1. **APPOINTMENT OF DEPUTY CHAIR**  
To appoint the Deputy Chair of the Committee.

**CHILDREN, YOUNG PEOPLE AND FAMILY SUPPORT SCRUTINY AND  
POLICY DEVELOPMENT COMMITTEE**

**Meeting to be held on 7<sup>th</sup> July 2021**

**immediately following the meeting of the Overview and Scrutiny Management  
Committee**

**A G E N D A**

1. **APPOINTMENT OF DEPUTY CHAIR**  
To appoint the Deputy Chair of the Committee.

**HEALTHIER COMMUNITIES AND ADULT SOCIAL CARE SCRUTINY AND  
POLICY DEVELOPMENT COMMITTEE**

**Meeting to be held on 7<sup>th</sup> July 2021**

**immediately following the meeting of the Children, Young People and Family  
Support Scrutiny and Policy Development Committee**

**A G E N D A**

1. **APPOINTMENT OF DEPUTY CHAIR**  
To appoint the Deputy Chair of the Committee.

**CENTRAL LOCAL AREA COMMITTEE**

**Meeting to be held on 7<sup>th</sup> July 2021**

immediately following the meeting of the Healthier Communities and Adult Social  
Care Scrutiny and Policy Development Committee

**A G E N D A**

1. **APPOINTMENT OF CHAIR AND DEPUTY CHAIR**  
To (a) appoint Councillor Bernard Little to replace Councillor Ruth Mersereau as Chair of the Committee; and  
(b) appoint the Deputy Chair of the Committee.

**NORTH LOCAL AREA COMMITTEE**

**Meeting to be held on 7<sup>th</sup> July 2021**

immediately following the meeting of the Central Local Area Committee

**A G E N D A**

1. **APPOINTMENT OF DEPUTY CHAIR**  
To appoint the Deputy Chair of the Committee.

**SOUTH LOCAL AREA COMMITTEE**

**Meeting to be held on 7<sup>th</sup> July 2021**

immediately following the meeting of the North Local Area Committee

**A G E N D A**

1. **APPOINTMENT OF DEPUTY CHAIR**  
To appoint the Deputy Chair of the Committee.



**SOUTH EAST LOCAL AREA COMMITTEE**

**Meeting to be held on 7<sup>th</sup> July 2021**

immediately following the meeting of the South Local Area Committee

**A G E N D A**

1. **APPOINTMENT OF DEPUTY CHAIR**  
To appoint the Deputy Chair of the Committee.

**SOUTH WEST LOCAL AREA COMMITTEE**

**Meeting to be held on 7<sup>th</sup> July 2021**

immediately following the meeting of the South East Local Area Committee

**A G E N D A**

1. **APPOINTMENT OF DEPUTY CHAIR**  
To appoint the Deputy Chair of the Committee.

**OUR COUNCIL TRANSITIONAL COMMITTEE**

**Meeting to be held on 7<sup>th</sup> July 2021**

immediately following the meeting of the South West Local Area Committee

**A G E N D A**

1. **APPOINTMENT OF CHAIR AND DEPUTY CHAIR**  
To appoint the Chair and Deputy Chair of the Committee.
2. **DATES AND TIMES OF MEETINGS**  
To agree to meet as and when required on dates and times to be determined by the Chair.

**COMMUNITIES AND NEIGHBOURHOODS TRANSITIONAL COMMITTEE**

**Meeting to be held on 7<sup>th</sup> July 2021**

immediately following the meeting of the Our Council Transitional Committee

**A G E N D A**

1.    **APPOINTMENT OF CHAIR AND DEPUTY CHAIR**  
      To appoint the Chair and Deputy Chair of the Committee.
  
2.    **DATES AND TIMES OF MEETINGS**  
      To agree to meet as and when required on dates and times to be determined by the Chair.

**CLIMATE CHANGE, ECONOMY AND DEVELOPMENT TRANSITIONAL  
COMMITTEE**

**Meeting to be held on 7<sup>th</sup> July 2021**

**immediately following the meeting of the Communities and Neighbourhoods  
Transitional Committee**

**A G E N D A**

1.     **APPOINTMENT OF CHAIR AND DEPUTY CHAIR**  
To appoint the Chair and Deputy Chair of the Committee.
  
2.     **DATES AND TIMES OF MEETINGS**  
To agree to meet as and when required on dates and times to be determined by the Chair.

**EDUCATION, HEALTH AND CARE TRANSITIONAL COMMITTEE**

**Meeting to be held on 7<sup>th</sup> July 2021**

immediately following the meeting of the Climate Change, Economy and  
Development Transitional Committee

**A G E N D A**

1. **APPOINTMENT OF CHAIR AND DEPUTY CHAIR**  
To appoint the Chair and Deputy Chair of the Committee.
2. **DATES AND TIMES OF MEETINGS**  
To agree to meet as and when required on dates and times to be determined by the Chair.

**GOVERNANCE COMMITTEE**

**Meeting to be held on 7<sup>th</sup> July 2021**

immediately following the meeting of the Education, Health and Care Transitional  
Committee

**A G E N D A**

1. **APPOINTMENT OF CHAIR AND DEPUTY CHAIR**  
To appoint Councillor Julie Grocutt as Chair and Councillor Penny Baker as Deputy Chair of the Committee.
2. **DATES AND TIMES OF MEETINGS**  
To agree to meet as and when required on dates and times to be determined by the Chair.

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