



Resources: Legal & Governance

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Date: 7 May 2019

TO THE MEMBERS OF THE CITY COUNCIL

Dear Councillor,

Annual Council and First Meetings – Wednesday, 15th May 2019

In line with previous practice, the first meetings of the Cabinet and Council Committees will be held in the Council Chamber following the close of the Annual Council meeting on the afternoon of Wednesday 15th May 2019, for the purposes of appointing the Chairs and Deputy Chairs, as appropriate, and to fix the date and time of the meetings, together with any procedural matter relating thereto.

I enclose with this letter, a list showing the proposed order for the first 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/Body. The Lord Mayor will put the motion upon which the Members of the Committee/Body concerned will vote. In the event of any questions arising upon any item on the agenda for a particular Committee/Body, only the members of that Committee/Body are permitted to participate in the discussion.

Details of the proposed memberships of the Cabinet and Council Committees etc., which is being prepared in consultation with the Party Whips, will be made available to all Members of the Council at the meeting.

Yours sincerely,

**GILLIAN DUCKWORTH
DIRECTOR OF LEGAL & GOVERNANCE**

SHEFFIELD CITY COUNCIL

FIRST MEETINGS OF CABINET AND COUNCIL COMMITTEES, ETC TO BE HELD ON WEDNESDAY, 15TH MAY 2019

ORDER OF MEETINGS

1. CABINET
2. CABINET HIGHWAYS COMMITTEE
3. OVERVIEW & SCRUTINY MANAGEMENT COMMITTEE
4. CHILDREN, YOUNG PEOPLE AND FAMILY SUPPORT SCRUTINY AND POLICY DEVELOPMENT COMMITTEE
5. ECONOMIC AND ENVIRONMENTAL WELLBEING SCRUTINY AND POLICY DEVELOPMENT COMMITTEE
6. HEALTHIER COMMUNITIES & ADULT SOCIAL CARE SCRUTINY AND POLICY DEVELOPMENT COMMITTEE
7. SAFER AND STRONGER COMMUNITIES SCRUTINY AND POLICY DEVELOPMENT COMMITTEE
8. PLANNING AND HIGHWAYS COMMITTEE
9. LICENSING COMMITTEE
10. AUDIT AND STANDARDS COMMITTEE
11. ADMISSIONS COMMITTEE
12. SENIOR OFFICER EMPLOYMENT COMMITTEE
13. APPEALS AND COLLECTIVE DISPUTES COMMITTEE

CABINET

Meeting to be held on 15th May 2019

immediately following the Annual Council Meeting

A G E N D A

NOTE: The particulars inserted in this agenda are based on information given by the Groups to the Head of Democratic and Member Services, with the object of facilitating the transaction of the business, and may be subject to changes.

1. **TO FIX DAY AND TIME OF MEETINGS**

To meet on a monthly basis on the following Wednesdays at 2.00 pm:-

29 May 2019
19 June 2019
17 July 2019
18 September 2019
09 October 2019
20 November 2019
18 December 2019
15 January 2020
19 February 2020
18 March 2020
15 April 2020

CABINET HIGHWAYS COMMITTEE

Meeting to be held on 15th May 2019

immediately following the meeting of the Cabinet

A G E N D A

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

2. **DATES AND TIMES OF MEETINGS**
To meet as and when required on dates and times to be determined by the Chair.

OVERVIEW & SCRUTINY MANAGEMENT COMMITTEE

Meeting to be held on 15th May 2019

immediately following the meeting of the Cabinet Highways Committee

A G E N D A

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1. **APPOINTMENT OF CHAIR AND DEPUTY CHAIR**

To appoint the Chair and Deputy Chair of the Committee.

2. **DATES AND TIMES OF MEETINGS**

To meet on a quarterly basis on dates and times to be determined by the Chair, and as and when required for called-in items.

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

Meeting to be held on 15th May 2019

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

A G E N D A

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

2. **DATES AND TIMES OF MEETINGS**
To meet on a bi-monthly basis on dates and times to be determined by the Chair, and as and when required for called-in items.

**ECONOMIC AND ENVIRONMENTAL WELLBEING SCRUTINY AND
POLICY DEVELOPMENT COMMITTEE**

Meeting to be held on 15th May 2019

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

A G E N D A

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

2. **DATES AND TIMES OF MEETINGS**
To meet on a bi-monthly basis on dates and times to be determined by the Chair, and as and when required for called-in items.

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

Meeting to be held on 15th May 2019

**immediately following the meeting of the Economic and Environmental Wellbeing
Scrutiny and Policy Development Committee**

A G E N D A

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

2. **DATES AND TIMES OF MEETINGS**
To meet on a bi-monthly basis on dates and times to be determined by the Chair, and as and when required for called-in items.

**SAFER AND STRONGER COMMUNITIES SCRUTINY AND POLICY
DEVELOPMENT COMMITTEE**

Meeting to be held on 15th May 2019

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

A G E N D A

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

2. **DATES AND TIMES OF MEETINGS**
To meet on a bi-monthly basis on dates and times to be determined by the Chair, and as and when required for called-in items.

PLANNING AND HIGHWAYS COMMITTEE

Meeting to be held on 15th May 2019

**immediately following the meeting of the Safer and Stronger Communities Scrutiny
and Policy Development Committee**

A G E N D A

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

2. **DATES AND TIMES OF MEETINGS**
To meet on Tuesday 4th June 2019, and every three weeks thereafter, at 2.00pm, as follows:-

25 June 2019
16 July 2019
6 August 2019
27 August 2019
17 September 2019
8 October 2019
29 October 2019
19 November 2019
10 December 2019
7 January 2020
28 January 2020
18 February 2020
10 March 2020
31 March 2020
21 April 2020
12 May 2020
2 June 2020

LICENSING COMMITTEE

Meeting to be held on 15th May 2019

immediately following the meeting of the Planning and Highways Committee

A G E N D A

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

2. **DATES AND TIMES OF MEETINGS**
To meet Tuesday and Thursday weekly at 10.00 am.

AUDIT AND STANDARDS COMMITTEE

Meeting to be held on 15th May 2019

immediately following the meeting of the Licensing Committee

A G E N D A

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

2. **DATES AND TIMES OF MEETINGS**
To meet on Thursday 13th June 2019 at 5.00 p.m., and thereafter on dates and times to be determined by the Chair.

ADMISSIONS COMMITTEE

Meeting to be held on 15th May 2019

immediately following the meeting of the Audit and Standards Committee

A G E N D A

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

2. **DATES AND TIMES OF MEETINGS**
To meet on a monthly basis, on dates and times to be determined by the Chair.

SENIOR OFFICER EMPLOYMENT COMMITTEE

Meeting to be held on 15th May 2019

immediately following the meeting of the Admissions Committee

A G E N D A

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

2. **DATES AND TIMES OF MEETINGS**
To meet as and when required, on dates and times to be determined by the Chair.

APPEALS AND COLLECTIVE DISPUTES COMMITTEE

Meeting to be held on 15th May 2019

immediately following the meeting of the Senior Officer Employment Committee

A G E N D A

NOTE: The particulars inserted in this agenda are based on information given by the Groups to the Head of Democratic and Member Services, with the object of facilitating the transaction of the business, and may be subject to changes.

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

2. **DATES AND TIMES OF MEETINGS**
To meet as and when required, on dates and times to be determined by the Chair.

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