

**Manchester City Council
Report for Resolution**

Report to: Resources and Governance Scrutiny Committee – 25 May 2021

Subject: Human Resources (HR) Sub Group Terms of Reference

Report of: Governance and Scrutiny Support Unit

Summary:

This report provides the Committee with the current terms of reference for the HR Subgroup which the Committee is asked to agree.

Recommendations:

The Committee is asked to re-establish the HR Subgroup for the Municipal Year 2021/22 and in doing so is invited to:-

1. Agree that the Chair of Resources and Governance Scrutiny Committee chairs the HR Subgroup.
 2. Determine and agree the membership of the Subgroup and proposed dates of meetings.
 3. Agree (or amend) the terms of reference as set out in the report.
 4. Agree (or amend) the work programme as set out in the report.
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Contact Officer:

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Background documents (available for public inspection):

None

1.0 Introduction

- 1.1 At the meeting of the 22 June 2017 the Resources and Governance Scrutiny Committee agreed to re-establish the HR Subgroup to examine how the Council's Human Resources are supporting the Council to achieve its aims and objectives.

The Committee also agreed the Terms of Reference at the same meeting.

- 1.2 As agreed when established in June 2017, the Subgroup will be ongoing until a time it is felt that it is no longer required. .

- 1.3 The membership of the Subgroup for the 2019/20 Municipal Year was:-

Councillor Andrews
Councillor Clay
Councillor Rowles
Councillor Russell (Chair)
Councillor Stanton
Councillor Wheeler

- 1.4 Due to the COVID-19 pandemic, the Subgroup was not re-established during the 2020/21 municipal year.

2.0 Recommendations

- 2.1 The recommendations are set out on the front of this report.
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Human Resources Subgroup – Terms of Reference

Title	Human Resources Subgroup
Membership 2020/2021	Councillor Russell (Chair) To be confirmed
Lead Executive Members	Executive Member for Finance and Human Resources
Strategic Directors	Carol Culley - Deputy Chief Executive & City Treasurer
Lead Officers	Director of HROD Deputy Director of HROD
Contact officer	Scrutiny Team Leader
Objectives	The purpose of this subgroup is to look at how the Council's human resources are supporting the Council to achieve its aims and objectives.
Operation	This subgroup will meet periodically and report its findings to the Resources and Governance Scrutiny Committee by submitting minutes to the Committee. The Committee will be asked to endorse any recommendations from the subgroup.
Access to Information	Meetings of the Subgroup will be open to members of the media and public except where information which is confidential or exempt from publication is being considered. Papers for the Subgroup will be made available to members of the media and public on the Council's website and the Town Hall Extension except where information which is confidential or exempt from publication is being considered.
Schedule of Meetings	To hold 3 meetings in the 2021/22 Municipal Year.
Commissioned	June 2017

**Resources and Governance Scrutiny Committee – Human Resources (HR) Subgroup
Work Programme – 2021/22**

Meeting 1 – Date to be confirmed				
Deadline for reports: To be confirmed				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Work Programme	To review and approve the current work programme.	-	Scrutiny Support	

Meeting 2 – Date to be confirmed				
Deadline for reports: To be confirmed				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Work Programme	To review and approve the current work programme.	-	Scrutiny Support	

Meeting 3 – Date to be confirmed
Deadline for reports: To be confirmed

Item	Purpose	Lead Executive Member	Lead Officer	Comments
Work Programme	To review and approve the current work programme.	-	Scrutiny Support	