



Strathclyde Partnership for Transport

Minute of Personnel Committee

3 November 2023

held in person at 131 St Vincent Street and via Video Conference

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Minute of the meeting of Strathclyde Partnership for Transport's Personnel Committee held at 131 St Vincent Street and via Video Conference* on 3 November 2023

- Present** Councillors Alan Moir (Chair), Ken Andrew*, Gordon Currie*, Maureen Devlin*, Stephen Dornan, Michael McPake, Roza Salih, Adam Smith, David Wilson and appointed members Greg Beecroft, Anne Folin and George Hazel*
- Attending** Valerie Davidson, Chief Executive; Neil Wylie, Director of Finance & Corporate Support; Gordon Dickson, Head of Bus Strategy & Delivery; Jim Griffin, Senior Solicitor/Clerk; Amy Sullivan, Solicitor; Frank Kelly, Health & Safety Manager; Denise Johnston, Learning & Development Assistant

The Partnership agreed at its meeting of 12 March 2021, following consideration of Standing Order No 14, for the recording of Committee and Partnership meetings, and that such recordings would be made available together with the minute of meetings.

1. Apologies

Apologies were submitted from Councillors Owen O'Donnell, Jim Paterson and appointed member Kirsty Orr.

2. Declaration of interest in terms of the Ethical Standards in Public Life etc (Scotland) Act 2000

Cllr Moir declared an interest, citing his employment with Scotrail and as a member of ASLEF, the trade union.

3. Minute of previous meeting

[Click here to view the minute](#)

The minute of the meeting of 28 April 2023, having been considered and agreed at the Partnership meeting of 23 June 2023 as a correct record, was duly noted.

4. SPT Leadership Changes

[Click here to view the report](#)

There was submitted and discussed a report (issued) of 16 October 2023 by the Chief Executive advising members of changes to the respective responsibilities within SPT's senior leadership team.

After having heard from Mrs Davidson in response to members' questions, the Committee noted the amendments to SPT's leadership responsibilities.

5. Annual Safety Performance Report 2022/2023

[Click here to view the report](#)

There was submitted a report (issued) of 4 October 2023 by the Chief Executive, updating the Committee on SPT's Annual Safety Performance report for 2022/2023.

After hearing from Mr Kelly in response to members' questions, particularly highlighting a reduction of incidents at a time of increasing patronage and use of SPT services, which was a positive trend, the Committee noted the content of the Annual Safety Performance report for 2022/2023.

3 November 2023

6. SPT's People and Development Strategy 2023-2026

[Click here to view the report](#)

There was submitted a report (issued) of 24 October 2023 by the Director of Finance & Corporate Support providing the Committee with the final document titled "SPT's People and Development Strategy 2023-2026".

After hearing Mr Wylie outlining that this Strategy made clear how SPT would recruit, retain, support and train its workforce, the Committee noted the contents of the report.

7. SPT Staff Travel Update

[Click here to view the report](#)

There was submitted a report (issued) of 16 October 2023 by the Chief Executive updating the Committee on the impact of changes made to staff Terms & Conditions respective to travelling to and from SPT workplaces.

After hearing from Mrs Davidson, the Committee noted the contents of the report and welcomed the increased take up of the travel schemes.

8. SPT Staffing Statistics to the end of Period 7, 14 October 2023

[Click here to view the report](#)

There was submitted a report (issued) of 24 October 2023 by the Director of Finance & Corporate Support advising members of the staffing statistics to the end of Period 7, 14 October 2023 including headcount and sickness absence analysis.

After hearing from Mr Wylie in response to members' questions, specifically concerning:

- (i) the management of sickness absence, causes and how SPT responds; and
- (ii) the management of the gender split over grades,

the Committee noted the contents of the report.

9. Learning & Development Update

[Click here to view the report](#)

There was submitted a report (issued) of 24 October 2023 by the Director of Finance & Corporate Support providing the Committee with an update on SPT's learning and development activity during financial year 2023/2024.

After hearing from Mr Wylie in response to members' questions, the Committee noted the contents of the report and SPT's continued investment in its employee resource.

10. Local Government Pension Scheme – Policy Statement Update

[Click here to view the report](#)

There was submitted a report (issued) of 9 October 2023 by the Director of Finance & Corporate Support recommending the Committee approve a revised Local Government Pension Scheme (LGPS) – Policy Statement, which will now be subject to consultation with the recognised Trade Unions.

After hearing from Mr Wylie, the Committee:

- (i) noted the changes to SPT's, LGPS – Policy Statement; and
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Strathclyde Partnership for Transport
Personnel Committee

3 November 2023

- (ii) approved SPT's revised LGPS – Policy Statement subject to consultation with the recognised Trade Unions.

