

7 April 2011

To all members of the Strathclyde Partnership for Transport
Personnel Committee

Dear Member

**Strathclyde Partnership for Transport
Personnel Committee – 15 April 2011**

I have to request your attendance at a meeting of the Strathclyde Partnership for Transport Personnel Committee to be held **at 1.00 pm on Friday, 15 April 2011 in the Committee Room, floor 3, Consort House, Glasgow** for the purpose of considering the undernoted business.

Yours sincerely

Valerie Davidson
Secretary

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Business

1. Apologies
2. Declaration of Interest - Members are asked at this stage to declare any interests they may have in any of the items on the agenda. Members making a declaration of interest are reminded of the requirement to disclose the existence and nature of that interest.
3. Minute of previous meeting (copy herewith).
4. Review of Personnel Appeals Sub Committee Disciplinary Action Appeals Procedure - Report by Assistant Chief Executive (Business Support) (copy herewith).
5. SPT structure stage 3 – Report by Assistant Chief Executive (Business Support) (copy herewith).
6. Learning and development investment update to the end of period 12, 26 February 2011 – Report by Assistant Chief Executive (Business Support) (copy herewith).

7. Staffing report to the end of period 12, 26 February 2011 – Report by Assistant Chief Executive (Business Support) (copy herewith).
8. Review of Sickness Absence, Expenses, Retirement and Flexible Retirement Policies - Report by Assistant Chief Executive (Business Support) (copy herewith).

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