

Strathclyde Partnership for Transport

Minute of meeting

27 May 2022

held at 131 St Vincent Street, Glasgow and via Video Conference

Contact:

Pamella Lawrence

pamella.lawrence@spt.co.uk

Minute of the meeting of the Strathclyde Partnership for Transport held at 131 St Vincent Street, Glasgow and via Video Conference at 10am on 27 May 2022

Present Councillors Alex Allison, Ken Andrew, Maureen Chalmers, Maureen Devlin, Stephen Dornan, Craig Edward, Joanne Katy Keltie, William Lennox, David Macdonald, Michael McPake, Christy Mearns, Malcolm Mitchell, Alan Moir, Jim Paterson, Donald Reid, Roza Salih, William Sinclair, Adam Smith, Duncan Townson, David Wilson and appointed members Greg Beecroft, Jenna Dickson, Anne Follin, George Hazel, Graham Johnston and Ed McGrachan.

Attending Valerie Davidson, Chief Executive; Neil Wylie, Director of Finance & Corporate Support; Antony Smith, Director of Subway; Bruce Kiloh, Head of Policy & Planning; Gordon Dickson, Head of Bus Strategy & Delivery; Andrea Thompson, Media & Public Affairs Manager and Jim Griffin, Senior Solicitor.

Partnership Secretary's Remarks

Interim Chair

In terms of Standing Order No 1.4.3, Mrs Davidson as Chief Executive / Partnership Secretary took the Chair at the commencement of the meeting pending appointment of a Chair. Thereon, Mrs Davidson introduced the senior management team and the Depute Clerk to the members, outlining their roles within the organisation.

Thereafter, Mrs Davidson took a roll call for the purpose of the sederunt.

1. Apologies

Apologies were submitted from appointed member Andrew Walters.

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

Appointed member George Hazel advised that he was contracted by North Ayrshire Council to undertake consultancy work.

3. Appointment of Chair

Nominations were sought for the post of SPT Chair. Cllr Mitchell nominated Cllr Dornan, seconded by Cllr Salih. It was noted there were no other nominations and Cllr Dornan was subsequently confirmed as SPT Chair.

The new Chair thanked members and looked forward to the challenging and exciting time ahead.

4. Appointment of Vice Chair(s)

In response to a question from Cllr Mearns, Mrs Davidson confirmed that SPT Standing Orders did not stipulate gender representation in the role of office bearers, but that the allocation of committees will have due regard to gender, geographical and political representation.

Cllr Edward nominated Cllr Moir for the first Vice Chair appointment, seconded by Cllr Townson.

Thereafter, Cllr Allison nominated Cllr Wilson for the second Vice Chair appointment, seconded by Cllr Devlin.

27 May 2022

There being no other nominations, Cllrs Moir and Wilson were confirmed as SPT Vice Chairs.

5. Minute of previous meeting

[Click here to view the minute](#)

The minute of the meeting of 18 March 2022 was submitted and approved as a correct record.

6. Decisions taken during pre-election period

[Click here to view the report](#)

There was submitted a report (issued) of 20 May 2022 by the Chief Executive informing the Partnership of decisions taken by the Chief Executive, in consultation with the Director of Finance & Corporate Support, during the pre-election period between 25 March 2022 and the first meeting of the new Partnership.

After hearing from Mr Wylie, the Partnership noted the contracts awarded during the pre-election period.

7. Standing Orders relating to the Partnership

[Click here to view the report](#)

There was submitted a report (issued) of 20 May 2022 by the Chief Executive advising members of The Standing Orders relating to the Partnership which outline the governance framework for the smooth operation of the public administration of the Regional Transport Partnership.

After hearing from Mrs Davidson who welcomed members to contact her outwith the meeting with any questions on the Standing Orders, the Partnership adjourned consideration until the next meeting as required.

8. Committee structure and cycle of meetings

[Click here to view the report](#)

There was submitted a report (issued) of 20 May 2022 by the Chief Executive advising members of the current committee structure, proposals for appointing members to committees and future meeting dates for the Partnership and its committees.

After hearing from Mrs Davidson in response to members' questions, the Partnership:

- (i) agreed that the current committee structure be continued;
- (ii) noted the cycle and proposed future dates for the Partnership and its Committees, noting that consideration would be given to a change of date for the Audit & Standards Committee in September 2022; and
- (iii) agreed that a report on committee membership be submitted to a future meeting for consideration.

9. SPT Members Remuneration and Expenses

[Click here to view the report](#)

There was submitted a report (issued) of 20 May 2022 by the Chief Executive advising the Partnership of the arrangements for SPT members' remuneration and reimbursement of expenses and, following consideration, recommending the payment of remuneration for the Chair, Vice Chair(s) and, if appropriate, the Chair of the Audit & Standards Committee.

27 May 2022

After hearing from Mrs Davidson, the Partnership approved:

- (i) the continuation of remuneration to the Chair and Vice Chair(s) as outlined; and
- (ii) the payment of a Responsibility Allowance to the Audit & Standards Committee Chair as outlined.

10. Corporate Governance Framework

[Click here to view the report](#)

There was submitted a report (issued) of 20 May 2022 by the Chief Executive informing members of SPT's Corporate Governance arrangements and recommending a change to the Partnership's Standing Orders relating to Contracts, Financial Regulations and Scheme of Delegations.

After hearing from Mr Wylie and Mrs Davidson confirming that the changes would reflect the revised organisational structure, the Partnership:

- (i) noted SPT's Corporate Governance arrangements; and
- (ii) approved the change to the Standing Orders relating to Contracts, Financial Regulations and Scheme of Delegations.

11. Representation on Outside Bodies

[Click here to view the report](#)

There was submitted a report (issued) of 20 May 2022 by the Chief Executive seeking the Partnership's views on its membership of outside bodies and agree appropriate representation.

After hearing from Mrs Davidson, the Partnership members were invited to consider the representation on all outside bodies and noted that a proposal for appointments would be proposed to the Partnership on 24 June 2022.

12. Members' training and Induction

[Click here to view the report](#)

There was submitted a report (issued) of 20 May 2022 by the Chief Executive advising the Partnership of plans for member induction and training relevant to the work, role and responsibilities of the Partnership.

After hearing from Mrs Davidson, in response to members' questions, members were recommended to support the drive to provide training in support of their roles and identify other areas where they think this would be beneficial.

Closing Remarks

Cllr Moir congratulated the new Chair and invited all SPT officers present to introduce themselves to the new members and provide a briefing of their team's responsibilities. The Chief Executive then also invited all Appointed Members to introduce themselves.

Thereafter, the Chair thanked everyone for attending.