

Strathclyde Partnership for Transport

Minute of Personnel Committee meeting

9 April 2010

held at: Consort House, Glasgow

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Minute of the meeting of the Strathclyde Partnership for Transport's Personnel Committee held in Consort House, Glasgow, on 9 April 2010

Present Councillors David Fagan (Chair), Robert Burrows, Jonathan Findlay, Archie Graham, Kaye Harmon (deputy), Alan Moir, Denis McKenna, Jim McNally, George Roberts, Chris Thompson and David Wilson and appointed members Alan Malcolm, Ronnie Mellis and Niall McGrogan.

Apologies Councillors Bobby McDill and Marie McGurk.

Attending Valerie Davidson, Assistant Chief Executive (Business Support)/Secretary; Valerie A Bowen, Senior Clerk and Pamela Millar, Director of Human Resources and Organisational Development.

1. Declaration of interest

The Committee noted that there were no declarations of interest.

2. Minute of previous meeting

The minute of the meeting of 17 April 2009 (issued) was submitted and approved as a correct record.

3. The impact of SPT's learning and development investment

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There was submitted a report (issued) of 9 March 2010 by the Assistant Chief Executive (Business Support)

- (1) providing members with an update on progress on the impact of SPT's learning and development investment over the past 3 years;
- (2) intimating
 - (a) that there had been a year on year increase in overall customer satisfaction since 2007; and
 - (b) that there had been a 32% reduction in complaints received in the past 12 months;
- (3) informing members that early indications were that SPT's significant investment in learning and development was making a positive impact on SPT's performance; and
- (4) requesting that members continue to support SPT's ambitions to develop a learning culture within SPT to ensure that the organisation continued to meet the needs and expectations of its customers.

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After considerable discussion and having heard Mrs Davidson in further explanation and in answer to members' questions, the committee approved the request at (4) above.

4. Review of IT policies

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There was submitted and approved a report (issued) of 1 April 2010 by the Assistant Chief Executive (Business Support)

- (1) informing members that during internal and external audits of SPT's Information and Technology systems, weaknesses had been identified in the scope and currency of the policy documents;
- (2) appending revised policies on Internet & e-mail and IT & Information Security which had been updated in line with the Standard for Information Security (ISO 27001:2005);
- (3) explaining that the amended policies would ensure that all rules and best practice guidelines on the use of IT were communicated to and followed by all SPT staff; and
- (4) recommending approval of the policies.

5. Exclusion of press and public

The Committee, after having heard Councillor McNally challenge the grounds for the exclusion, resolved in terms of Section 50A(4) of the Local Government (Scotland) Act 1973 to exclude the press and public from the following item of business, as exempt information, as defined in paragraph 1 of Part 1 of Schedule 7A, was likely to be disclosed.

6. Retirement of the Chief Executive

P* There was submitted a report (issued to members only) of 31 March 2010 by the Secretary, outlining proposals in relation to

- (1) bringing the current sickness absence of the Chief Executive to a speedy conclusion; and
- (2) structural changes to the senior management team which would allow clear management and leadership of the organisation at a time when key projects were being brought to the fore and public funding changes were highly likely to cause turbulence.

After considerable discussion and having heard Mrs Davidson explain that the proposals were a pragmatic solution to an ongoing issue and would be delivered at a saving of approximately £115,000 in 2010/2011, the committee agreed

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- (a) that an agreement be entered into with the Chief Executive to bring his employment with SPT to a close, based on the terms outlined in the report;
- (b)* that the Assistant Chief Executive (Operations), who was currently the named Depute Chief Executive, be appointed as Chief Executive on an interim basis;
- (c)* that the Assistant Chief Executive (Business Support) be formally appointed as the Depute Chief Executive on an interim basis;
- (d)* that the Director, Bus Operations, be appointed as Assistant Chief Executive (Operations) on an interim basis;
- (e)* that all interim positions be in place for a period of twelve months and be reviewed within that period as intimated in the report;
- (f) that the post of Director, Bus Operations, remain unfilled during this period; and
- (g) that any material change to contracts of employment, functions, duties or structural changes which might arise from the proposals be considered by the Personnel Committee.

Councillor Roberts, being the mover of a motion which failed to attract a seconder, asked that his dissent be recorded on the basis of his view that proceeding to advertise the Chief Executive's post now would be the best way to avoid possible further disruption to the organisation.