

Strathclyde Partnership for Transport

Minute of Personnel Committee

7 November 2025

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 7 November 2025

Present Councillors Allan Moir (Chair), Andrew Anderson, Ken Andrew*, Stephen Dornan, Helen Loughran (from Agenda Item 5), John Ross, Adam Smith, Andy Steel*, David Wilson and appointed members Geoff Duke, Anne Follin, Nicola Graham*, Scott Prentice and Pam Turton*

Attending Valerie Davidson, Chief Executive; Lesley Aird, Director of Finance & Corporate Support; Richard Robinson, Director of Transport Operations; Gordon Dickson, Head of Bus Strategy & Delivery; Frank Kelly, Health and Safety Manager; Janice Morgan, Head of HR; Andrea Thompson, Head of Corporate Communications; Amy Bryceland, Solicitor (Clerk) and Denise Johnston, L&D Officer

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 Maureen Devlin and Sandy Watson.

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

Cllr Moir declared an interest in Agenda Item 4, citing his employment with Scotrail and as a member of ASLEF, the trade union.

Appointed member Scott Prentice declared an interest, citing his role as a Trustee of Transform Scotland.

3. Minute of previous meeting

The minute of the meeting of 25 April 2025, having been considered and agreed at the Partnership meeting of 27 June 2025 as a correct record, was duly noted.

4. SPT Staffing Statistics to the end of Period 7, 11 October 2025

[Click here to view the report](#)

There was submitted a report (issued) of the 22 October 2025 by the Director of Finance & Corporate Support advising members on the staffing statistics to the end of period 7, 11 October 2025 including headcount and sickness absence analysis.

After hearing from Mrs Morgan and in response to members' questions regarding:

- i) The relatively low uptake of the SPT funded flub jab and any measures taken to encourage a greater uptake and awareness; and
- ii) SPT's sickness absence rate in comparison to other RTP's and local authorities,

the Committee noted the contents of the report.

5. Learning & Development Update

[Click here to view the report](#)

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There was submitted a report (issued) of 15 October by the Director of Finance & Corporate Support updating the Committee on SPT's learning and development activity during the financial year 2025/2026.

After having heard from Mrs Aird, Mr Robinson and Mrs Johnston in response to members' questions regarding:

- i) the reasons why training was provided to contractors, specifically the fortnightly personal track safety courses;
- ii) whether SPT has provided training specifically on the management of consultants and drafting business cases which could be relevant for projects including Clyde Metro, Bus Franchising and the BBS Masterplan; and
- iii) the compulsory training that SPT mandates to staff, in particular Cyber Security training,

the Committee noted the contents of the report and SPT's continued investment in its employees.

6. Annual Safety Performance Report 2024/2025

[Click here to view the report](#)

There was submitted a report (issued) of 21 October 2025 by the Chief Executive to update the Committee on SPT's Annual Health and Safety Performance report for 2024/2025.

After hearing from Mr Kelly, Mr Robinson, Mrs Morgan and Mrs Davidson in response to members' questions, specifically regarding:

- i) the process that SPT has in place for members of the public and staff to report near misses or concerns at SPT subway & bus stations;
- ii) SPT's culture which supports the reporting of Health & Safety related issues including near misses and the awareness of health and safety obligations across the organisation; and
- iii) whether there was potential to include data from other rail operators to serve as a comparator,

thereafter the Committee noted the content of the report.

7. Neonatal Care Leave and Pay Policy

[Click here to view the report](#)

There was submitted a report (issued) of 9 October 2025 by the Director of Finance & Corporate Support seeking the Committee's approval to the Neonatal Care Leave and Pay Policy, which had been subject to formal consultation with the recognised Trade Unions.

After hearing from Mrs Morgan, the Committee approved the Neonatal Care Leave and Pay Policy.

8. Early Retirement/Severance Policy

[Click here to view the report](#)

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There was submitted a report (issued) of 9 October 2025 by the Director of Finance of Corporate Support seeking the Committee's approval to the Early Retirement/Severance Policy which had been subject to formal consultation with the recognised Trade Unions.

After hearing from Mrs Morgan and Mrs Aird, the Committee approved the Early Retirement/Severance Policy.