

Strathclyde Partnership for Transport

Minute of Chair's Committee

15 May 2020

Held via videoconference

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**Minute of the meeting of Strathclyde Partnership for Transport's Chair's Committee
Held via videoconference (due to public health guidance) on 15 May 2020**

Present Councillors Martin Bartos (Chair), David Wilson (Vice Chair), Alan Moir (Vice Chair) and Marie McGurk (Chair, Audit & Standards).

Attending Gordon MacLennan, Chief Executive; Valerie Davidson, Assistant Chief Executive; Neil Wylie, Director of Finance; Andrea Thompson, Media & Public Affairs Manager and Michael Ferrie, Customer Services & Security Manager.

Chairs Opening Remarks

The Chair welcomed the additional paper circulated to all members by email and agreed that the paper would be considered.

1. Apologies

No apologies were noted.

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

The committee noted that there were no declarations of interest.

3. Minute of previous meeting on 1 May 2020

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The committee, having considered the minute of the previous meeting held on 1 May 2020, approved the minute as an accurate record of the meeting.

4. Update on SPT's Position on Pandemic and Restart & Recovery Plan

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There was issued and considered a report of 6 May 2020 by the Assistant Chief Executive providing the Committee with an update on the impact to SPT services as a result of the current COVID-19 pandemic, specifically noting:

- (1) the SPT Subway services continue to operate on a stable but reduced service;
- (2) that SPT bus stations remained operational;
- (3) that SPT support bus services had been amended to take account of the best use of resources, but that MyBus services had been redirected to fill gaps; and
- (4) that all other SPT services, contact centre and support functions continued to operate.

After much discussion, and having heard from Mr MacLennan and Mrs Davidson in response to members' questions, the committee noted:

- (a) discussions were still underway with Transport Scotland with regard to the financial implications and securing additional funding, but expressed disappointment that this matter was not being responded to consistently or as quickly as with other transport operators by Transport Scotland, requesting that should the issue continue to be unresolved that a report outlining the timeline of the discussions and information requests be provided to a future meeting, and that the Chief Executive will write to the Transport Chief Executive seeking a speedy resolution;

- (b) SPT had prepared restart plans for all services which took account of the short, medium and longer term implications, including implications for the Regional Transport Strategy; and
- (c) SPT continues to support the strategic transport restart with close interface with operators and Transport Scotland.

5. Maintenance of Heating and Air Conditioning Services

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There was issued and considered a report of 1 May 2020 by the Assistant Chief Executive seeking members' approval to the award of a contract for the delivery of maintenance support of the SPT property estate heating and air conditioning systems.

After discussion and having heard from Mr Wylie, the committee approved the award of the contract for the provision of a 5-year contract in respect of Maintenance of Heating and Air Conditioning services, including Fire Dampers services, to B Dacs Ltd for £238,731.

6. Arrangements for Partnership & Committee Meetings

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There was issued a report of 14 May 2020 by the Assistant Chief Executive outlining the plans to host, as a trial, the Audit & Standards Committee due to be held on 12 June 2020 by video conference. The learning points of this will be captured to determine how to roll out further, given the numbers involved, to future Partnership meetings in the same fashion.

After discussion, the Committee welcomed the development, noting that this was necessary to ensure that SPT governance arrangements remained robust during the pandemic period and allowed all members to participate.

In addition, the Chair undertook to provide the Partnership members with a note of key points being considered by the Chairs Committee to supplement the minute process and to have a further update meeting on 29 May 2020.