

Job Profile Information: Head of Camden Accessible Transport Services

This supplementary information for Head of Camden Accessible Transport Services is for guidance and must be used in conjunction with the Job Capsule for Leadership

Job Level 6 Zone 2

It is for use during recruitment, setting objectives as part of the performance management process and other people management purposes. It does not form part of an employee's contract of employment.

Role Purpose:

- Lead services that support vulnerable people to safely get from A to B and access critical services as part of helping them to live independent lives, learn and participate in the community.
- Enable eligible individuals to access travel passes and badges in a timely and efficient manner, and work to prevent fraudulent use.

Example outcomes or objectives that this role will deliver:

- Lead on ensuring that council services have access to vehicles that are fit for purpose and maintained in a timely and cost effective way.
- Provide an environment that puts health and safety at the forefront of working practices
- Ensure that management of coaches and HGV vehicles meets the expected standards of operation required under 'O' license regulations.
- Respond to the "climate emergency" as it relates to Transport – e.g. Greening the fleet
- Budget management – £20m revenue budget
- Liaison with client services and service users
- Accessible Travel – Freedom Passes for Older people and Badges for people with disabilities
- Passenger Transport – Coaches to transport children to school and vulnerable adults to day centres and other facilities. 30+ coaches with drivers and passenger assistants.
- Travel Support Services – enabling Children and Adults to travel independently and safely
- Fleet - vehicle procurement, maintenance and depot management.

People Management Responsibilities:

The post reports to the Director of Housing Support. The Head of Camden Accessible Transport role will provide management leadership to over 100 staff, ranging from Drivers and Passenger Assistants, to those procuring and maintaining vehicles. The service also includes an administrative function dealing with the production of travel passes.

Relationships;

- Special Educational Needs
- Adult Social Care Assessment and Care Management
- Schools and parents
- Daycentres
- Procurement
- Transport Strategy
- Parking Services
- Taxi companies
- Department for Transport
- London Councils
- Vehicle and part suppliers

Work Environment:

The post holder will largely be based at the Council's Transport depot but may be required to work in a variety of teams and workplaces.

Technical Knowledge and Experience:

- Experience at a senior level of having successfully managed a transport service
- Experience of working across teams, departments and organisations to promote co-ordinated activity
- A knowledge of health and safety requirements consistent with managing staff, vehicles and a depot
- Able to communicate effectively verbally and in writing with a range of different audiences and stakeholders.
- Ability to manage a budget and understanding of the financial context in which local government operates.

- Understanding of the use of IT systems in driving performance improvement
- Knowledge of new initiatives in the transport field and in particular the “green agenda” as it relates to transport

Qualification:

Having qualified to hold an ‘O’ license would be desirable for the role

Camden Way Five Ways of Working

In order to continue delivering for the people of Camden in the face of ever increasing financial pressure, we need to transform the way we do things. We call this the Camden Way. The Camden Way is a key part of our transformation strategy often referred to as the transformation triangle which links the Camden Plan, the Camden Way and the Financial Strategy together.

The Camden Way illustrates the approach that should underpin everything we do through five ways of working:

- Deliver for the people of Camden
- Work as one team
- Take pride in getting it right
- Find better ways
- Take personal responsibility

For further information on the Camden Way please select the attached [HERE](#)

Structure Chart

