

Meet the Transport Team

Role	Contact Name	Contact No
<p>Operational Transport Manager</p> <p>Management of Operations and Planning Team (Schedulers)</p> <p>Oversees complaints relating to: Passenger Assistants Routes/timetables/Running times Drivers Internal Fleet</p>	Claire Mckenzie	Clarie.Mckenzie@hullccc.gov.uk 612805
<p>Operations Team(reporting to Claire McKenzie) deals with PA's , Drivers, internal Fleet & SXP</p> <p>Key functions: Day to day management of internal fleet and staff, casual staff, all HR matters, support, pay.</p>	Darren Ward	Darren.Ward@hullcc.gov.uk 01482 616230 07540677051
	David Graves	David.Graves@hullcc.gov.uk 01482 612807
	Christine Conway	Christine.Conway@hullcc.gov.uk 01482 612808
	Deb Moore - covered by Julie Hoque	Debra.Moore@hullcc.gov.uk 01482 612810
<p>Planning Team (Schedulers) Plan all transport for Home to School, LA Adults and monitor private contractors.</p> <p>This team plan and procure the correct mode of transport, deal with queries, process invoices and monitor the contracts. Procurement of Tenders</p>	Sandra Hodder	Sandra.Hodder@hullcc.gov.uk 01482 612809
	Angela Thompson Special Schools	Angela.Thompson@hullcc.gov.uk 01482 612811
	Kirsty Craven Mainstream and Pru's	Kirsty.Craven:hullcc.gov.uk 01482 612811
	Liam Holderness Mainstream , Pru's Colleges	Liam.Holderness@hullcc.gov.uk 01482 612812
	Amy Backshall All call off journeys , out of town , Adults to day centres	Amy.Backshall:hullcc.gov.uk 01482 616859
	<p>Transport Co-ordinator</p> <p>Key functions: Main point of contact between schools and the LA. Applications for Personal Budgets</p>	Emily Dearing

<p>Review of transport within the Education Health Care Plan (EHCP)</p> <p>Ensuring appropriate Risk assessments/behaviour plans are in place</p> <p>Issue of applications for transport</p>		
<p>Support Service Manager</p> <p>Payment/processing of personal budgets/ refunds</p> <p>Bus passes</p>	Fiona Bell	Fiona.Bell@hullcc.gov.uk 07395798895
<p>Admissions Manager</p> <p>Key functions:</p> <p>Line management responsibilities for Transport Co-ordinator ensuring requests are dealt with in a timely manner.</p> <p>Providing updates to the Local Offer Website</p>	Alyson Joyce	Alison.Joyce@hullcc.gov.uk 01482613348
<p>Head of Access and Inclusion</p> <p>Key functions:</p> <p>Authorisation of transport requests that sit outside of the Transport Policy – Special Circumstances</p> <p>Ensuring best value</p> <p>Review of policies and procedures</p>	Hayley O’Grady	Hayley.o’grady@hullcc.gov.uk 07725557172
<p>Transition Manager</p> <p>Key function(s)</p> <p>Organisation and development of Independent Travel Training</p>	TBA Trainer – Athina Kouris	Athina.Kouris@hullcc.gov.uk 07925371904
<p>Education Safeguarding Lead</p> <p>Key function (s)</p> <p>Provides the Transport Co-ordinator Advice and guidance in relation to risk assessments</p>	Phillip Painter	Phillip.Painter@hullcc.gov.uk 07725481118