



# Disabled Persons Transport Advisory Committee (DPTAC)

Chair

August 2025



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## Welcome Note from the Rt Hon Heidi Alexander MP, Secretary of State for Transport

Dear Applicant,

Thank you for your interest in the role of Chair for the Disabled Persons Transport Advisory Committee (DPTAC).

This is an important time for the Department for Transport. We are laser-focused on reforming the transport sector, making once-in-a-generation changes that will improve journeys, boost connections, grow the country and support economic growth. Central to our mission is delivering transport that works for everyone in our society.

We are recruiting for the Chair to lead DPTAC. DPTAC is an independent expert committee established by the Transport Act 1985 and acts as the Department's statutory advisor on accessibility. They provide advice to the Government on the transport needs of disabled people.

DPTAC provides timely, focused and independent advice to the Department on matters relating to transport for disabled people during policy development, which is central to delivering a transport network that works for all passengers. DPTAC takes into account the broad views and experiences of all disabled people and develops its advice through regular committee meetings and effective engagement with Departmental policy leads and ministers.

We strongly welcome applications from all backgrounds. As part of the Department's commitment to diversity, we believe our public appointments should reflect our customers - the travelling public – who come from all walks of life and have different experiences. We very much welcome fresh talent, expertise, and perspectives, to help us better understand the needs of the communities we serve and support better



decision making for all. This includes people who may have never applied for a public appointment – but could bring new ideas, insights and energy.

If you are interested in the role and work of DPTAC, I would like to encourage you to apply.

**Rt Hon Heidi Alexander MP, Secretary of State for Transport**



## About The Disabled Persons Transport Advisory Committee (DPTAC)

DPTAC is an expert advisory committee established by the Transport Act 1985 to advise Government on the transport needs of disabled people. They advise on how we improve the accessibility of the transport system by giving expert, confidential advice to Government.

DPTAC's primary role is set out in the Transport Act 1985 (S125 (5)): "It shall be the duty of the Committee to consider any matter, relating to the needs of disabled persons in connection with public passenger transport, which is referred to them by the Secretary of State or which they think it appropriate to consider without such a reference and to give such advice to the Secretary of State on any matter which they have considered as they think appropriate."

### DPTAC's Responsibilities

DPTAC's primary role is to provide advice through regular Committee meetings. Drawing on their collective expertise on transport and accessibility, they will review policy proposals and offer formal advice through regular meetings with officials.

In addition to this, DPTAC members may be asked to:

- Provide more ad hoc advice to the Department for Transport (DfT) to assist in the development of policy and other proposals
- be a 'sounding board' and 'critical friend' to DfT and to offer clear, constructive advice and, where needed, challenge
- provide additional advice and support to DfT such as participating in steering groups for research projects

DPTAC's vision statement is that: "Disabled people should have the same access to transport as everybody else, to be able to go where everyone else goes and to do so easily, confidently and without extra cost."

## Objectives

DPTAC's objectives are to:

- Provide timely, focused and independent advice to DfT on matters relating to transport for disabled people. Advice should enable practical, tangible and deliverable improvements.
- As required, advise on the specification of research and evaluation of policy.
- Take account of the broad views and experiences of disabled people, representing views beyond any personal lived experience.

Transport has a role to play in the Government's national renewal [missions](#), and most notably in the context of DPTAC, "opportunity for all" and "growing the economy". To deliver real change we have five [priorities](#):

- Improving performance on the railways and driving forward rail reform.
- Improving bus services and growing usage across the country.
- Transforming infrastructure to work for the whole country, promoting social mobility and tackling inequality.
- Delivering greener transport.
- Better integrating transport networks.

Gov.uk link - [Disabled Persons Transport Advisory Committee - GOV.UK](#)

## About the role

<b>Title:</b>	DPTAC Chair
<b>Reports to:</b>	The Rt Hon Heidi Alexander MP – Secretary of State
<b>Duration:</b>	An initial term of 2-3 years, with the possibility of re-appointment
<b>Remuneration:</b>	£450 per day for 8 days attendance per month

The Chair's function is to lead the Committee so that it provides high-quality advice and expertise to inform ministers' decision-making.

DPTAC's priority areas for advice include:

- The Integrated National Transport Strategy
- Actions in response to the recent Transport Committee Inquiry on accessibility
- Rail reform, ensuring that disabled people and accessibility are at the heart of the reform programme
- Reform of the bus sector, including the accessibility measures included in the Bus Services Bill

As Chair, you will be responsible for:

- Chairing regular Committee meetings held hybrid in London and remotely, where formal advice is given.
- Developing a comprehensive forward work programme with sponsor and policy teams, so that the Committee's meetings and wider work are focused on ministerial priority areas and urgent, emerging issues for disabled people. You will continuously monitor the Committee's work against this work programme, managing agendas and Committee member time to ensure delivery against it and provide regular updates to DPTAC's sponsors on progress.
- Ensuring the Committee meets its primary objective; advising on practical, tangible and deliverable measures to help disabled people travel more freely, independently, in safety and comfort. You will represent the interests of disabled people generally by giving specific, expert advice based on a knowledge of Government policy as it develops.
- Meeting DPTAC's statutory obligations as set out in the Transport Act 1985, which include (over and above the provision of advice on accessibility) the publication of an annual report, holding at least four Committee meetings per

year, publication of meeting minutes, and working with the secretariat, sponsor and Public Appointments Team to maintain the Committee's membership at 10 – 20 members.

- Supporting members in their role to deliver against the Government's ambitious programme for change.
- Providing pastoral management of the Committee, leading by example and adhering to the [Seven Principles of Public Life](#) and [Code of Conduct for Board Members of Public Bodies](#).
- Acting as an ambassador for DPTAC across the Department and, on occasion, in public settings when called upon, such as the Transport Committee.
- Ensuring the Committee reflects the diversity of disabled people's experiences across impairment types, regions and backgrounds, supporting equitable recruitment and retention.

### Essential criteria:

Candidates will need to be able to demonstrate that they meet the following criteria:

- Experience of exceptional leadership skills, including a strong track record of management, delivery, strategy, and fostering an inclusive and respectful culture which champions diversity. This would ideally include experience as a board chair or senior board member.
- Evidence of excellent communication and influencing skills, demonstrating the ability to: provide succinct, honest, considered advice (written and verbal); proactively and rapidly build and maintain relationships; and operate effectively as an ambassador for DPTAC.
- Demonstration of a wide-ranging understanding of accessibility and the specific transport needs and lived experience of disabled people, and of existing and emergent transport issues.
- Strong awareness of the wider social and economic issues faced by disabled people in the UK, and how these impact on the way they travel.
- Demonstration of high standards of integrity, commitment to public service values, and an understanding of the principles and practices of corporate governance, ideally from within government.

Candidates' suitability for the role will be assessed against the criteria above.

## How to Apply

If you wish to apply for these positions, please apply through the Cabinet Office's [Public Appointments website](#) by **23.55 on Monday 22 September 2025**. Any applications submitted after the closing date, or that are missing any of the following documents, will not be accepted.

- A **CV or equivalent biographical information** (maximum two sides A4, minimum 12 font) setting out your career history and including details of any professional qualifications.
- Provide a **summary of why you are interested** in the role and how you meet the essential criteria. This can be in a form that allows you most ably to present your interest and credentials, for example a short, bullet-point slide presentation, a short video (no more than 2 mins) or supporting letter (no more than two A4 pages, minimum 12 font). Make sure you refer to the contents of this document and provide specific examples. **If you wish to provide your supporting summary in video format, please contact [DfTpublicappointments@dft.gov.uk](mailto:DfTpublicappointments@dft.gov.uk) in advance of the closing date.**
- You will also be asked to **provide diversity data, and to declare any potential conflicts of interest or reputational issues.**

If you have any queries about this role, please contact DfT Public Appointments team by email on [DfTpublicappointments@dft.gov.uk](mailto:DfTpublicappointments@dft.gov.uk)

## Indicative Timetable

Please note that these dates are only indicative at this stage and could be subject to change. Please let us know if you are unable to meet these timeframes.

Advert Launch	10.00 Wednesday 20 August 2025
Advert Closing Date	23.55 on Monday 22 September 2025
Short List Meeting	w/c 13 October 2025
Final Panel Interviews	w/c 17 November 2025
Meeting with Secretary of State (if required)	TBC

## Selection Process

This role is being competed in accordance with the Governance Code (January 2024)<sup>1</sup>, which sets out the regulatory framework for public appointments processes. The Code is based on three core principles – merit, openness, and fairness.

The selection panel for this appointment competition is:

- Liz Wilson, Deputy Director, Accessible and Inclusive Travel and DPTAC Sponsor, Department for Transport
- Mary Halle, Director, Department for Transport
- Dame Sarah Storey
- Independent panel member to be confirmed

The DfT Public Appointments Team will acknowledge your application and keep you updated on the progress of the competition.

At the short-listing meeting the selection panel will assess each application against the essential criteria and decide who to invite for interview.

Interviews are expected to take place in Great Minster House, Horseferry Road, London and to last for between 45 and 60 minutes. Further details about the format will be provided to you in advance.

Appointable candidates may be invited to meet with the Secretary of State, or another Department for Transport Minister, before they make a final decision.

Please note: Expenses incurred by candidates during the recruitment process will not be reimbursed except in exceptional circumstances and only when agreed in advance with the DfT Public Appointments Team.

You can expect the recruitment process to take approximately 3-6 months; however, applicants will be kept informed of progress.

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<https://www.gov.uk/government/publications/governance-code-for-public-appointments>

## Additional Information

### Appointment Term

Your appointment as Chair of DPTAC will be made by the Secretary of State.

The appointment will be for an initial term of 2-3 years, with the option of re-appointment for up to a further 3 years by mutual agreement.

It should be noted that this post is a public appointment; Chairs are neither employees of the Crown nor the Department for Transport. Such appointments are not normally subject to the provisions of employment law.

Appointments may be ended prior to the conclusion of the period of appointment.

### Time Commitment

The anticipated time commitment is a minimum of 8 days per month. The role involves attendance at a range of meetings either in person or remotely, providing specialised advice as required, preparation time, travel, and work outside of meetings.

### Remuneration

- £450 per day for 8 days attendance per month.
- Remuneration is taxable through payroll, but the appointment is not pensionable.
- Members can claim reimbursement for reasonable travel and subsistence costs necessarily incurred at rates set centrally by the Department for Transport
- Applicants should note that the successful candidates cannot be remunerated for this role if they are being paid for an existing full-time role from the public purse.

### Location

The role will be available for remote working with an expectation of regular travel to Great Minster House, Horseferry Road, London.

## Availability

The successful candidates are expected to commence the role from February 2026, subject to the successful completion of pre-appointment checks and security clearance.

## Security clearance

The successful candidate will be required to have or be willing to obtain security clearance to Security Check (SC) level. Pre-appointment checks will also be undertaken on immigration and criminal convictions. It usually takes between 4-6 weeks to obtain the security clearance. The role will be offered on a conditional basis until the successful candidate has passed all checks.

## Equal Opportunities Monitoring

We believe that by being a diverse and inclusive workplace, where everyone is valued, we are more motivated, higher performing and more committed to our team. We welcome all applicants, regardless of gender, sexual orientation, social background, religious beliefs, ethnicity, or age.

As part of the application process, we ask candidates to complete equal opportunities monitoring information in the application portal. This will help us to monitor selection decisions to assess whether equality of opportunity is being achieved. This part of the form will be treated as confidential and used for statistical purposes only. The form will not be treated as part of your application.

## Disability Confident

The Department for Transport values and promotes diversity and is committed to equality of opportunity for all and to the appointment of disabled people. As part of the Disability Confident scheme, we guarantee an interview to anyone with a disability whose application **meets the essential criteria for the post**.

In order to guarantee an interview to all disabled candidates ([as defined by the Equality Act 2010](#)) who satisfy all the essential criteria for the role and wish to be considered under the Disability Confident Scheme, we need candidates to declare a disability and that they wish to be considered under the Scheme.

## What do we mean by a disability?

To be eligible for consideration under the Scheme, you must be considered disabled under the Equality Act 2010. This means that you must have or have had in the last 12 months, a physical or mental impairment which has a substantial long-term adverse effect on your ability to carry out normal day-to-day activities. This includes those whose disability has lasted, or is likely to last, for 12 months, or if the disability or condition is likely to progress or recur.

You do not have to be registered as a disabled person to apply under this scheme.

## Nationality

This is a non-reserved post and therefore open to UK Nationals, British Nationals Overseas, British Protected Persons, Commonwealth Citizens, EEA Nationals and certain non-EEA family members and Swiss Nationals under the Swiss EU Agreement. There must be no employment restriction or time limit on your permitted stay in the UK. You will not be asked to produce evidence to confirm your eligibility at the application stage, but you will be required to do so should you be invited to the final panel interview.

## Standards in public life

You will be expected to demonstrate high standards of corporate and personal conduct. All successful candidates will be asked to subscribe to the Review Body's "Codes of Practice". Candidates will be expected to abide by the "Seven Principles of Public Life" set out by the Committee on Standards in Public Life in **Annex A**.

## Disqualification for appointment

There are circumstances in which an individual will not be considered for appointment. They include:

- people who have received a prison sentence or suspended sentence of three months or more in the last five years.
- people who are the subject of a bankruptcy restrictions order or interim order.
- in certain circumstances, those who have had an earlier term of appointment terminated.
- anyone who is under a disqualification order under the Company Directors Disqualification Act 1986.
- anyone who has been removed from trusteeship of a charity; and
- Roles listed under the [House of Commons Disqualification Act 1975](#) or the Devolved Administrations equivalent.

## Registration of interests

The purpose of these provisions is to avoid any danger of Board members being influenced, or appearing to be influenced, by their private interests in the exercise of their public duties.

Public appointments require the highest standards of propriety, involving impartiality, integrity, and objectivity, in relation to the stewardship of public funds and the oversight and management of all related activities. This means that any private, voluntary, charitable, or political interest which might be material and relevant to the work of the body concerned should be declared. It is important, therefore, that you consider your circumstances when applying for a public appointment and identify any potential conflicts of interest, whether real or perceived.

There is a requirement to declare any actual or potential conflict of interest you may have in being appointed to the Board upon applying. Any actual or perceived conflicts of interest will be fully explored by the Panel at interview stage.

## Political activity

Members will need to show political impartiality during their time on the Board and must declare any party-political activity they undertake in the period of their appointment. Details of the successful candidate's declared political activity must be published by appointing departments when the appointments are publicised.

Your political activity will be kept separate from your application and will only be seen by the Panel prior to interview – the Panel may at that stage explore with candidates any potential for conflict of interest. It is appreciated that political activities may have given you relevant skills, including experience gained from committee work, collective decision making, resolving conflict and public speaking. If, therefore, you have had such experience and you consider it relevant to your application for this post, you may if you choose include it separately in the main body of your application.

## Due diligence

Due diligence will be carried out as part of the application process. As well as checks made regarding the above, searches will be carried out via internet search engines and any public social media accounts. It will be seen by the Panel prior to interview – the Panel may at that stage explore with candidates any findings.



## Data Protection

The Department for Transport (DfT) is the joint controller, with the Cabinet Office, for any personal data which you provide to us as part of your application.

Information provided as part of this application will be kept securely within DfT and destroyed within 5 years of the conclusion of the recruitment campaign.

DfT uses this form to gather evidence on DfT's public appointments.

The lawful basis that applies to this processing is that it is necessary for the performance of a task carried out in the public interest to inform DfT's recruitment policies in accordance with the Department's public sector equality duties. For processing special category personal data (disability, religion, sexual orientation and ethnicity), we rely on Article 9(2)(g), reasons of substantial public interest (equality of opportunity and treatment).

## Complaints

If you are not completely satisfied with the way your application is handled at any stage of the competition, please raise any complaint in the first instance with:

Via email: DfT Public Appointments [DfTPublicAppointments@dft.gov.uk](mailto:DfTPublicAppointments@dft.gov.uk)

Public Appointments Team  
Shareholding, Appointments and Inquiries  
Department for Transport  
Great Minster House  
33 Horseferry Road  
London  
SW1P 4DR

We will reply to your complaint within 20 days.

If you remain unsatisfied, please [contact the Office of the Commissioner for Public Appointments](#). The Commissioner can only investigate complaints relating to regulated Public Appointments.

## Annex A Seven Principles of Public Life

The principles of public life apply to anyone who works as a public officeholder. This includes all those who are elected or appointed to public office, nationally and locally, and all people appointed to work in the civil service, local government, the police, courts and probation services, NDPBs, and in the health, education, social and care services. All public officeholders are both servants of the public and stewards of public resources. The principles also have application to all those in other sectors delivering public services.

### **Selflessness**

Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

### **Integrity**

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

### **Objectivity**

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

### **Accountability**

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

### **Openness**

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the public interest clearly demands.

### **Honesty**

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

### **Leadership**

Holders of public office should promote and support these principles by leadership and example.