

**Community Vehicle Sub-committee report –
July, 2015**



Report:

The key actions since last meeting have been the completion of the transition of the administration of the service to Easy Transport Manly Warringah Pittwater

From July 1, Easy Transport Manly Warringah Pittwater commenced operating the Scotland Island Community Vehicle- SIRA continues to co-ordinate the drivers and Pittwater Council is sourcing and maintaining the vehicle.

Key points:

- For customers, there is no change in process or cost other than slight change in the concession form.
- For drivers, the model is the same but they are now “employed” by ETMWP.
- SIRA still manages the drivers (Graeme Crayford) and the Vehicle logistics such as service /cleaning (Cass Gye)

Process:

- SIRA forwarded agreement on MOU and operating agreement to ETMWP & PWC.
- MOU converted to operating agreement and budget agreed between SIRA and ETMWP
- SIRA wrote to Transport for NSW relinquishing the funding with a recommendation for it to be transferred to ETMWP.
- Action plan for the transition was developed and agreed with PWC, SIRA and ETMWP.
- TfNSW confirmed that it would transfer the funding to ETMWP and thanked SIRA for its many years of successfully working with them to operate the program.
- After period of negotiation, a meeting at PWC was held on 29th June with David, Cass & Graeme joining staff of PWC and ETMWP to confirm the budget and sign the agreement. This was completed and so the service is now part of ETMWP.
- PWC has identified a new vehicle (current lease expired) that is essentially the same as the current one and recommendation for its purchase is to be confirmed by Council in August.

- On 7th July the driver meeting was held and ETMWP operation staff came to Scotland Island to meet drivers and discuss changes.
 - Joint ETMWP & SIRA branding on all documents & vehicle
 - ETMWP becomes the “employer” of the drivers and hold all license/health/police check etc data.
 - SIRA provides aggregated trip records and details of any concession trips to ETMWP monthly.
 - ETMWP receives the TfNSW funding and pays SIRA on invoice according to the agreed budget.

Other issues

The other significant issue in July remains the reduction in service areas of the island due to the condition of the roads posts the heavy rain making them inaccessible for the vehicle. This situation will remain until PWC performs the required maintenance.

Discussion Items for SIRAC:

- Communication to community about “change of auspice” (required under TfNSW funding).
- Possible letter of appreciation to ETMWP cc to PWC and local member for the huge effort in getting this agreement in place by the June 30 deadline.

Decision items for SIRAC:

None