

MINUTES

Minutes of the COVID 19 CPVV Industry Update Meeting

Date: 3 June 2020

Time: 02:00pm – 02:30pm

Location: Microsoft Teams Video Conference

Attendees

Al Martin (CPVV), Jonathan Anderson (CPVV), Siena Rossi (CPVV), Greg Kazuro (CPVV), Ian Matthews (CPVV), Val McFarlane (CPVV), Crown Cabs, Ali Warsame, Alice Nguyen, Andre Baruch, Anita Jenson, Brendan O’Sullivan, Catherine McKenzie, Greg Hardeman, Colin Wells, Guy Ragen, John Lobwein, Maria Silos, Peter Valentine, Russel (Evoke), Toni Peters, Stephen Armstrong.

Discussion

- Al Martin (AM) welcomed and displayed presentation for discussion.
- AM made the following comments:

Note: all comments made are true and correct as at this point in time.

- Advised that DHHS is still the primary source for information/contact on COVID 19 advice - there are no new sources this week.
- Advised that CPVV’s priority is to continue to support the whole-of-government response to COVID-19 with focus on building community confidence and ensuring there is consistent messaging.
- Shared year-on-year MPTP statistics for May:
 - 63% reduction on MPTP conventional trips
 - 77.1% reduction on MPTP wheelchair trips
- Reconfirmed CPVV fees remain on hold.
- CPVV continues to audit risk registers to ensure BSPs are meeting their safety duty obligations within a COVID-19 environment. Advised CPVV will be following a multi-phased process:
 - Stage 1: CPVV will access the minimum requirements of the documentation provided;
 - Stage 2: CPVV will review the effectiveness of the controls from the perspective of policies and processes;
 - Stage 3: CPVV will conduct an assessment to ensure these policies, processes and controls are being applied.
- Advised the Trust & Safety Assurance Team will provide ongoing feedback throughout the process and will provide guidance and suggestions around effectiveness.
- Acknowledged the positive progress on the collection of BSP trip data for the 2019-20 financial year – CPVV will continue to work with any BSPs who are having challenges in providing the data.
- Advised there has been an endorsed update to the recently released guidelines for transporting COVID-19 positive passengers developed by the Cross-Industry Taskforce; the update further defines procedures and protocols surrounding high risk passengers. CPVV’s communications team will be issuing a bulletin to industry to ensure awareness and they will also be available on the website by COB 4 June 2020. CPVV will continue to work with DHHS to share this information with health service providers across Victoria.

- Advised Transurban will commence communication to explain the 1 July 2020 toll arrangement on CityLink. CPVV will provide a link to this information on the CPVV website.
- Provided an update on national regulators meeting, 28 May 2020. Advised CPVV has provided a comprehensive report detailing the successes and challenges that some jurisdictions have had in relation to the COVID-19 to government, key stakeholders and the CPV Advisory Panel.

Questions from industry:

1. BSP asked regarding the risk register audit, if it was a requirement to produce the actual risk register or the relevant polices contained within them.
 - CPVV reply – AM advised providing the risk register is a requirement and confirmed CPVV does not have a particular template, rather that they must meet minimum requirements. IM provided clarification on that work CPVV is hoping to do in relation to the audit of the risk registers and advised as part of CPVVs role, there will be a possibly to provide additional documents or polices to further ensure the risk registers are being adhered to. JA will contact BSP directly to provide further information.
2. BSP asked if CPVV have had any discussion with Transurban on discounts being offered to CPVs.
 - CPVV reply – AM advised the Transurban contract is managed by VicRoads however CPVV is aware that a range options have been put forward to government consideration as a part any industry support initiatives.
3. Attendee asked if there were any initiatives implemented by other jurisdictions discussed at the national regulations meeting on 28 May 2020, that are being considered or suggested for the Victorian industry.
 - CPVV reply – AM advised that each jurisdiction discussed the successes and challenges of initiatives implemented and CPVV has shared these with government and key stakeholders for consideration on what could be done to support Victorian industry; noting the differences in each jurisdictions environment and size of industry.
 - GK provided an update on the industry engagement survey and encouraged all to respond – the survey closes on 9 June 2020.
4. BSP asked if the Victorian government is considering sanitation stations similar to the initiative currently in NSW.
 - CPVV reply – AM advised there are a broad range of options being considered on what would be effective for Victoria, these options include the consideration of sanitation stations.
 - Advised CPVV's FAQ's continue to be updated regularly.
 - Advised CPVV continues to suspend driver accreditation if participant is self-isolating or infected. if an industry participant becomes aware of information that presents a risk to community safety, it should be reported in a way that respects the confidentiality and privacy of individuals.
 - Reminded attendees to read the updated FAQs on cleaning advice and communicate these to drivers and broader networks to ensure vehicles are safe and clean for the community.
 - Advised the Cross-Industry Taskforce supply chain is still open to industry. AM will follow up and advise what cleaning products or PPE is available; noting that this is still a cost recovery model.
 - Any further queries or feedback to be directed to Safety Mailbox.
 - AM advised if there are any significant changes they will be communicated via email, social media or text message.
 - Meeting closed.