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## Minutes of the COVID 19 CPVV Industry Update Meeting

**Date:** 5 August 2020

**Time:** 2:00pm – 2:45pm

**Location:** Microsoft Teams Video Conference

### Attendees

Al Martin (CPVV), Siena Rossi (CPVV), Ian Matthews (CPVV), Michelle Thomas (CPVV), Tania Wilson (CPVV), Val McFarlane (CPVV), Ali, Alice Nguyen, Brendan, Anita Jenson, Catherine, Colin Wells, Crown Cabs, Darryl M, Greg Hardeman, Guy Ragen, Maria Silos, Navpreet Dhanoa (Pakenham Taxis), John Lobwein, Paulina, Peter Valentine, Rajesh Gupta, Stephen Armstrong, Think Nguyen, Toni Peters.

### Discussion

- Al Martin (AM) welcomed all attendees 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 all sources and references for information/contact on COVID 19 advice remain the same.
- Acknowledged delays on issuing communications and information to industry due to the rapidly changing environment and CPVV's approval process.
- Advised that information regarding Stage 4 restrictions was still being updated and all information provided was subject to change. Any changes would be communicated on the CPVV website and via usual channels.

### Stage 4 Restrictions

- Advised there are no restrictions to service availability for the CPV industry or the number of vehicles that can be allocated jobs in line with the Stage 4 restrictions.
- Advised CPVs have been identified as an industry that could be used to transport passengers during the public transport curfew hours to bridge the gap of reduced transport options, particularly for essential service workers and vulnerable Victorians.
- The Government has an expectation that significant effort will be taken to ensure community confidence in CPVs remains high and ridged cleaning and hygiene practices will be enforced.
- Reiterated that organisations and drivers should be following the highest hygiene and cleaning standards and ensure processes are in place to quality assure those activities are occurring to the required standard and that community confidence is maintained.

### Permits

- Advised CPVV's understanding is that CPV drivers will not need a permit to operate if drivers are carrying CPV driver accreditation or vehicle signage is clear and visible. **Please**

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note this information was updated on 06 August 2020 – The worker (driver) must have a permitted worker permit. See [Permitter Worker Scheme website](#).

- Advised organisations/drivers may wish to add additional signage to ensure they are easily identifiable particularly between the curfew hours.
- Although CPVV's understanding is that permits are not essential, drivers and organisations are able to obtain a permit. Organisations are able to issue permits for contractors and subcontractors. Sole traders are able to issue permits for themselves signing both the employee and employer component on the form.

## Questions from industry:

1. Attendee asked what to advise drivers who are enquiring about permits.
  - CPVV reply – AM advised it is CPVV's understanding at this time permits are not essential for CPV drivers however determining if a permit is needed will depend on how the driver is engaged. Advised that organisations can take on the practice to issue permits for contractors and subcontractors.
2. Attendee asked if the driver is obligated to determine why passengers are travelling.
  - CPVV reply – AM advised it is not the responsibility of the drivers or BSPs to enforce any of the government directives. However, it is expected that the CPV Industry will support efforts to keep our community safe and should report any behaviour that would appear to be inconsistent with the restrictions, such as the gathering of people at a single address.
3. Attendee advised their organisation has planned an event to distribute and install PPE for their Melbourne drivers. Asked if a permit was needed for support staff that are not drivers.
  - CPVV reply – AM advised that permits will need to be obtained for any staff members who are not accredited drivers.
4. Attendee further asked if drivers were able to travel outside their 5km radius to the event location for PPE to be installed and distributed.
  - CPVV reply – AM advised that this would be an approved activity and reminded attendee to ensure the appropriate risk controls were in place for this activity including social distancing and hygiene practices. Advised attendee is welcome to forward details of the event to AM for CPVV to notify Victoria Police as a courtesy.

## COVIDSafe Plans

- Advised BSP pandemic plans are likely to form the basis of a COVIDSafe plan.
- Advised drivers are able to adopt a BSPs COVIDSafe plan if the plan meets the outlined requirements.
- Drivers are able to provide services in multiple vehicles if vehicles are being managed in accordance with the recommended cleaning standards.

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- Drivers are able to work for multiple BSPs provided that each BSP has a COVIDSafe plan that meets the outlined requirements.

## Questions from industry:

5. Attendee asked if the deep clean would be satisfied if the driver completed the checklist available on the CPVV website.
- CPVV reply – AM advised the DHHS cleaning checklist on CPVV's website would satisfy the deep cleaning requirement.

## Discussion cont.

- Advised CPVs continue to be exempt from the number of people allowed within four square metres meaning CPVs can continue to provide services in sedans and small vehicles.
- Reiterated it is critical that organisations and drivers comply with the cleaning and hygiene standards, masks requirement and continue to conduct their own risk assessments to ensure services are provided safely.
- Encouraged BSPs to consider and use alternate options in terms of vehicles or controls in providing services to people with underlying health issues that may restrict them from wearing a mask.
- Discussed that the CPV industry has been identified as a high-risk industry and advised on CPVV's expectation for BSPs is for risks to be effectively managed utilising the pandemic plans and controls in place.
- Reminded attendees that all organisations need to have their COVIDSafe plans in place by 11:59 PM Friday, 7 August 2020 and they are required to cover the work of independent contractors engaged in the business. Advised attendees organisations are still required to fulfil their obligations under other pieces of legislation including the OHS and the CPVV Industry legislation.

## Questions from industry:

6. Attendee asked if a BSP has decided that they do not carry passengers who refuse to wear a mask, would they need signage on their vehicle to advise of this procedure.
- CPVV reply – AM advised this would be at the discretion of the organisation and encouraged BSPs to support their drivers by adapting their business practices to ensure safety for drivers and the community. Further advised CPVV has been asked to consider messaging that BSPs would share with their customers at the time of booking to ensure safety requirements are met.
7. Attendee asked if there has been any consideration by the Government in regard to funding trips from high risk locations such as COVID19 testing centres, etc.
- CPVV reply – AM advised CPVV is unable to comment on what Government is considering in relation to funding for passengers who may be high risk. Reiterated that CPVV has worked with the Cross-Industry Taskforce to educate the health care industry and DHHS around the risks in transporting high risk patients and acknowledged that there are limited options for transport for these passengers. Advised that the viability of 'rank and hail' work is still being considered.

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AM further advised this will be noted as an action item and will be discussed with the Cross-Industry Taskforce.

8. Attendee asked if a negative test result is sufficient to re-onboard a driver or is the driver required to self-isolate for 14 days?
  - CPVV reply – AM advised CPVV is unable to comment; DHHS or a medical professional will be able to assist with answering the question.
  
9. Attendee asked if the COVIDSafe Plans only apply to BSP staff or does it extend to drivers.
  - CPVV reply – AM advised the COVIDSafe plans will need to incorporate the full spectrum of services that are associated with the BSP.

## Discussion cont.

- Advised that information being referenced is still being formally approved however CPVV has had preliminary guidance that it is correct as at this point in time and industry will be notified of any changes.
- Acknowledged the work industry has been doing to maintain community confidence and recognised whilst there are challenges, the industry has been fortunate to continue operating and should continue to do the very best alongside CPVV as the safety regulator to ensure our industry remains clean, safe and trusted.

## CPVV Support to DoT – CPV Industry Support Package

- Advised CPVV have been providing support to the Department of Transport (DoT) in implementing the CPVV industry support package.
- Advised a challenge for DoT is and has been the availability or up-to-date trip data as the intent is to utilise that information to administer the support package.
- Welcomed those who need assistance in providing the data to contact the CPVV Data Team.

## VerifEye Cameras

- CPVV has confirmed a 2-year extension to the period of time provided to industry to replace the Verifeye cameras due to economic impact to industry noting:
  - Damaged VerifEye cameras will have to be replaced not repaired.
  - VerifEye cameras cannot be re-installed.
  - VerifEye cameras cannot be installed when registering a new vehicle.
  - Vehicles with VerifEye cameras that operate correctly are able to use them up until March 2023.
- This information has now been updated on the CPVV website.

## Questions from industry:

10. Attendee asked who signs off the COVIDSafe plan.
  - CPVV reply – AM advised it should be an appropriate representative from the organisation with the authority to ensure that the information on the permit is accurate and complies with the requirements.
  
11. Attendee asked if they could be contacted in regard to submitting data as they are having challenges accessing GoFex.
  - CPVV reply – AM advised the CPVV Data team will be in contact shortly to assist with data submission.
  
  - The cleaning register template can be found on the CPVV website link below under the 'How regularly should I clean my vehicle?' section.  
<https://cpv.vic.gov.au/drivers/coronavirus-covid-19/coronavirus-covid-19-faqs2/vehicle-cleaning>
  - 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.
  - Feedback on the industry brief or suggestions on how to improve the industry brief are welcome at any time.
  - Meeting closed.