



## DIRECTOR CORPORATE AND COMMUNITY SERVICES SUPPLEMENTARY REPORT

11<sup>th</sup> December 2007

<b>DCCS18 SUPP</b>	<b>EXPRESSION OF INTEREST – COMMUNITY BUS SERVICE FILE: 558                      MLB</b>
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### SUMMARY:

Reporting on the Expressions of Interest received for the management and operation of the Community Bus Service.

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### BACKGROUND:

At Council's ordinary meeting of the 13<sup>th</sup> March 2007, Council resolved that the Kempsey Assistance Patrol service would cease operations as of Friday, 23<sup>rd</sup> March 2007.

The patrol service utilised (2) Council buses at night and during the day the buses are utilised by various community groups on a fee for service basis.

At Council's ordinary meeting of the 11<sup>th</sup> September 2007, Council resolved:

*"That expressions of interest be sought from community based organisations to take ownership of the community buses."*

In November 2007 Expressions of Interest (EOI) were called for the Ownership and Management of the Community Bus Service. The EOI was advertised for a period of 21 days in accordance with Council's policy.

Four (4) submissions were received at the conclusion of this period from the following organisations:-

- ◆ Macleay Vocational College
- ◆ Kempsey Police and Community Youth Club (PCYC) NSW
- ◆ Kempsey Local Aboriginal Lands Council
- ◆ Kempsey Children's Services

### ***Assessment of Expressions of Interest (EOI's)***

The objective of the "Community Bus Service" as part of the Kempsey Assistance Patrol was to provide a low cost alternative transport option for children and youth based organisations in the provision of programs for the Community.

Council's objective in divesting the Community Bus Service is that the ownership and ongoing management of the service is provided by a suitable community group that continues to make available the service for the broader community.

The successful applicant/s will assume ownership and operation of this service effective Monday, 7<sup>th</sup> January 2008.

In the assessment of the EOI's the applicants were asked to address the following three (3) questions: -

- "1. How will you manage the Community Bus Service? (How will you ensure it achieves its aims?)
2. What arrangements will your organisation have in place for Community Groups to be able to access and utilise the Community Bus Services? Please include where you intend to garage the buses and its intended point of access?
3. So to ensure that the Community Bus services continues to operate, please outline how your organisation will sustain the operation of the bus service including the replacement of the buses? Eg: how much will you charge for the use of the bus."

## **EXPRESSIONS OF INTEREST**

### *Macleay Vocation College*

The Macleay Vocational College is a not-for profit community based education and training provider. It is a registered charity, a Public Benevolent Institution (PBI) and registered with the Australian Taxation Office as a Deductive Gift Recipient (DGR). It is registered with the NSW Board of Studies and recognised by the NSW Minister of Education as a Special Assistance School – which is the category designated to the most disadvantaged in the nation.

Currently the school has approximately 80 students, 60% Indigenous and 50% male.

If successful in the EOI the Macleay Vocational College will seek to copy the existing Council arrangements for the operation of this service.

Bookings will be made through the Administrative Officers of the college at 1-13 Regional Ward Street, South Kempsey. This will also be the collection and storage location for the buses.

The college has indicated that the first use of the buses will be for the college however, the use of the buses is limited with the college currently only utilising one bus one (1) day per week.

To continue the sustained operation of the community bus service the vocation college will attempt to keep charges close to those currently charged by Council (\$0.66 per kilometre or \$20.00 if less than 30 kilometres).

Once the existing buses are no longer of a viable nature the College will seek potential funding to replace the buses.

On going mechanical checks and small maintenance will be undertaken by the nationally accredited automotive course undertaken by year 11 and 12 students at the college.

## Kempsey Police and Community Youth Club NSW (PCYC)

The Kempsey PCYC is a centre for fun, fitness and friendship where young people can enjoy sports and recreational activities in a safe environment. The PCYC mission is to:

1. Get young people active in life
2. Work with young people to develop their skills, character and leadership
3. Prevent and reduce crime by and against young people.

If successful in the EOI the Kempsey PCYC will seek to continue to support community groups through the use of the community bus. The Kempsey PCYC believe that is in keeping with the previous service they offered with the existing vehicle which was utilised by schools, sports groups and other community groups until the bus required major repairs.

The operation of the community bus service would be in accordance with the PCYC Vehicle policy which governs the appropriate use of buses.

The PCYC would seek to utilise one vehicle for their own services due to transport needs and demands of youth programs however, booking procedures would be in place to ensure that community groups were able to access the vehicles according to their needs where they can possibly be accommodated.

PCYC does not 'rent' vehicles and as such would not charge a fee for use however, the supported youth orientated groups would be required to comply with the PCYC Vehicle policy including Police checks, completion of utilisation documentation, payment of fuel used and other costs associated with use of the bus including repairs to damage sustained whilst in the care of the group.

The PCYC would ensure that the vehicles are serviced, registered, insured and kept in working condition with the vehicles being housed and operated from the PCYC in South Kempsey.

The PCYC have also indicated that they can not commit to the replacement of the vehicles after the life of the existing vehicles.

## Kempsey Local Aboriginal Lands Council

The Kempsey Local Aboriginal Lands Council (KLALC) work for the wider Aboriginal community, assisting in matters relating to the purchase and leasing of affordable housing, employment, legal issues and any other function detailed under the Lands Rights Act.

The KLALC has also been recently awarded the funding by the NSW Attorney Generals Department to operate an Aboriginal Night Patrol within the Kempsey Shire which was previously known as the Kempsey Assistance Patrol.

Originally the funding awarded to the KLALC did not include a bus however in November 2007 the KLALC was advised that the grant will now include a fee to lease a bus through NSW State fleet. This bus will take approximately three (3) months to deliver. In the interim the KLALC has made arrangements with Council to utilise the buses until the change over date of the 7<sup>th</sup> January 2008.

Although the KLALC has been successful in obtaining funding for a bus they have still made a submission.

In their submission they expressed if successful in the EOI they will operate the Community Bus Service as part of the Kempsey Aboriginal Patrol under the project steering committee of the Kempsey Aboriginal Community Justice Group.

Community Groups will be able to access and utilise the Community Bus Service by applying to the Steering Committee for approval.

The vehicles will be garaged in storage facilities at Harry Boyes Avenue, Kempsey with the intended access points still to be identified by the steering committee. The main point of contact however, will be through the KLALC offices in John Street Kempsey.

At this stage the KLALC with the assistance of the steering committee has not determined the fee structure for the service however to sustain the service after the life of the existing buses they will seek to access funding through the Attorney General's Department and Juvenile Justice programs.

### Kempsey Children's Services

The Kempsey Children's Services is a community not-for profit organisation that provides a number of services for families and their children. Services include Pre-school, Long Day Care, Occasional care for Indigenous and non-indigenous 0-5 year old children within the Central and South Kempsey areas. The service also encompasses after school care and vocation care for school aged children.

If successful in the EOI the community bus service would be controlled by the existing Board of Directors which consists of an elected committee of parents. The day to day management of the service would be undertaken by the Administration section of the Kempsey Children's Services.

Access to the buses would be assessed with the primary aim of providing low-cost transport for children and youth based organisations in the valley in accordance with current operations.

The vehicles will be garaged and accessed from the car park of the Kempsey Children's Services which is located in Austral Street, Kempsey with organisations booking the service through the administration services of the Austral Street Centre.

To sustain the operation of the community bus service, Kempsey Children's Services will budget for the use of the bus within their own service expenditure including in the fee structure of the service. The fee structure is still yet to be determined however, it would be developed on the minimum cost of running and replacement of the buses.

### ***Preferred Applicant***

In assessing the applications received the preferred applicant is Kempsey Children's Services.

Kempsey Children's Services is a well known reputable service business and has established a sustainability record in the delivery of children's services to the Kempsey Shire.

Kempsey Children's Services has the administrative capabilities to coordinate low cost community bus services for the benefit of community groups.

It is proposed that the buses will be housed and located centrally within the Kempsey CBD area. This will allow for easier access in both booking and collecting the buses for use by numerous clients.

The Kempsey Children's Service proposal provides for the optimum service availability by community groups of the bus service.

**REPORT IMPLICATIONS:**

- *Environmental*

*Nil*

- *Social*

*The social implications from this report is that the existing community bus service will continue to operate and that children and youth based organisations will have access to low cost transport options in the delivery of their programs.*

- *Economic (Financial)*

*Summary of Plant Expenses and Income for 2006/07 shows:-*

<u>Plant No.</u>	<u>Operating Expenses</u>	<u>Depreciation</u>	<u>Total Cost</u>	<u>Hire Income</u>		<u>Profit/Loss</u>
				<u>Council</u>	<u>Other</u>	
VG2111	\$8,192	\$3,810	\$12,002	\$6,300	\$1,196	(L) 4,506
VG2048	\$4,975	\$3,714	\$8,689	\$6,300	\$3,488	(P) 1,099
	<u>\$13,167</u>	<u>\$7,524</u>	<u>\$20,691</u>	<u>\$12,600</u>	<u>\$4,684</u>	<u>(L) 3,407</u>

*The economic implications from this report is that as of the 7<sup>th</sup> January 2008, Council will no longer be involved in the management and operation of bus services. Administrative and fleet resources will not be required to support the service.*

- *Policy or Statutory*

*Nil*

- *Director's Review*

*The Kempsey Children's Services proposal provides a central location for community Groups to access the service. A long established community service in the Shire, Kempsey Children's Services has the administrative capacity to coordinate community requirements.*

**RECOMMENDATION:**

1. That the Kempsey Children's Service be endorsed as the preferred service provider of the Community Bus Service.
2. That Council relinquish ownership of the community bus service buses on the 7<sup>th</sup> January 2008 and that the successful

applicant be responsible for the transfer of registration, insurance, ownership, control and maintenance of the buses divested.

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**G B Snape**

**DIRECTOR CORPORATE & COMMUNITY SERVICES**