



NZSTA
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Governance support resources

Board's responsibilities around specialist transport vehicles/total mobility vehicles

Background:

Ministry of Education (MoE) conducts Specialist School Transport Assistance (SESTA) audits which include the auditing of total mobility vehicles (TMVs). A number of these vehicles are owned by school boards. Those that are pre-2013 vehicles are not subject the Low Volume Vehicle Technical Association (LVVTA) Standards.

Common issues include:

- Schools are unaware of the requirement to comply with relevant standards when purchasing vehicles
- Vehicles have a very limited use and are costly to maintain
- Little or no training for drivers and support staff
- Incorrect wheelchair securement devices
- Floor tracking in poor condition
- Floor tracking can also be problematic particularly if it is a dome design (mono), as it restricts the type of wheelchairs that can be safely transported
- Lack of hoist maintenance and servicing

What MoE does to support schools:

- Employs Transport Contract Managers (TCMs) in MoE regional offices who can provide advice around:
 - Purchasing suitable vehicles
 - Modifying vehicles
 - Compliance
 - Staff training
- Is developing a work programme around auditing and supporting schools
- Partners with:
 - SEPANZ – Specialist Education Principal's Association
 - The Motor Industry Training Organisation (MITO)

- Waka Kotahi NZ Transport Authority (NZTA)
- Autism NZ
- Learning support staff, occupational therapists and behavioural therapists working with neuro diverse children, and specialist schools

What boards need to be aware of and consider:

- Board responsibilities
 - Section 34, Education and Training Act 2020 – students with special educational needs have same rights to education at State schools as others
 - Section 127, Education and Training Act 2020 – board’s primary objectives around inclusivity, elimination of discrimination, and catering for the needs of all students
 - Health and Safety at Work Act 2015 – person conducting a business or undertaking (PCBU) obligations
 - Children’s Act 2014 - most drivers would be considered core workers if they have ongoing primary responsibility or are the only person present, whereby a safety assessment must be made
 - Waka Kotahi NZTA compliance requirements
 - LVVTA Standards – particularly 45-60(02)
- Board policy
 - Health & Safety policy
 - Child Protection policy
- Budgetary consideration – purchase of vehicles, driver training
- Delegations to principal
 - Monitoring and assurance
 - Safety checking of staff – drivers
 - Driver safety PLD
 - Regular license checking - drivers
- Traffic Management Plans and how they relate to the POD Property Occupancy Document
- What funds are used to purchase (locally raised/community funds or MoE funds) and maintain vehicles
- When purchasing a vehicle, school boards should also consider the full range of its purpose – total mobility (wheelchair occupants), able bodied, disabled, neurodiverse students.

Useful links and contacts:

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[Waka Kotahi NZTA passenger rules webpage](#)

[MoE School Transport webpage](#)

MoE [Specialist School Transport Assistance](#) webpage

[Low Volume Vehicle Technical Association](#) website



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For further advice please contact the *Advisory and Support Centre* on

0800 782 435, option 1 or

govadvice@nzsta.org.nz