



<b>Subject</b>	<b>Total Mobility scheme - phase two agreement</b>
<b>Circulation</b>	Land Transport NZ staff and Partnership Managers Passenger Transport Advisory Group Regional Authority Transport Officers Local Government New Zealand Taxi Federation
<b>Circulated by</b>	John White – Acting General Manager, Policy and Planning
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## **Purpose**

To inform local authorities that:

- the second phase of improvements to the Total Mobility scheme is ready for implementation; and
- a Conditions of Funding schedule for phase two has been prepared for each region and will be distributed by your Land Transport NZ Partnership Manager for your consideration.

## **Background**

1. The Total Mobility review (the Review) commenced in 2002 as part of the Passenger Transport Social Services Review undertaken by Transfund (now part of Land Transport NZ). The Review was extended into the second phase in 2004 when the Minister of Transport agreed to new Terms of Reference 'to identify options to improve the adequacy, consistency, portability, sustainability and coverage of the Scheme'. A final report outlining findings and recommendations, as part of the second phase of the Review, was submitted to the Minister of Transport on 4 August 2005.
2. Following this a phased implementation of the Review recommendations commenced. Phase one of the Total Mobility scheme provided for an increase in the financial assistance

rate (FAR) of up to 50% if local authorities agreed to implement the first 11 improvements. The second phase provides for an increase in the FAR of up to 60% if local authorities agree to implement the next set of 11 improvements from the Review.

## Phase two improvements

3. Phase two improvements to the Total Mobility scheme are now ready for implementation. As with phase one, a Conditions of Funding schedule has been prepared for each local authority. This schedule will be added as a variation to the National Land Transport Agreement.
4. Local authorities wishing to sign up to phase two must have already signed up to implement phase one improvements, or be willing to sign up to both phase one and phase two simultaneously.
5. The improvements associated with phase two are listed below:
  - Local authorities must determine maximum subsidised fares for the Total Mobility scheme in negotiation with Land Transport NZ, taking into account the NZ Travel Survey, and review them 3 yearly.
  - Town boundary restrictions for the Total Mobility scheme shall be removed and replaced with a maximum subsidised fare
  - Local authorities are encouraged to take into account the following when allocating Total Mobility trips:
    - The needs of individual users
    - Budget constraints of the local authority
    - Alignment with other regions' method of trip allocation
  - Local authorities enter into contracts with assessment agencies, aligned with guidelines produced by Land Transport NZ
  - Local authorities ensure appropriate training be provided to Total Mobility assessors to assist in the consistent application of the eligibility criteria
  - Potential members of the Total Mobility scheme have the option to be assessed by a voluntary disability sector agency of their choice in every region
  - Local authorities establish systems for data collection, monitoring and evaluation
  - Local authorities improve their administration systems for the allocation and redemption of trip entitlement vouchers
  - Local authorities enter into contracts with transport operators, aligned with the guidelines produced by Land Transport NZ
  - Local authorities are encouraged to investigate the possibility of contracting taxi services operating in areas that are not currently covered by the Total Mobility scheme, to provide a scheme service
  - The possibility of other types of transport providers participating in the Total Mobility scheme is investigated.

6. The following two recommendations have been removed from phase two and are being reconsidered by the Ministry of Transport, the findings of the reconsideration will not impact on phase two or the increase in FAR:
  - local authorities should make a financial contribution towards the cost of assessments and administration undertaken by assessment agencies
  - potential members of the Total Mobility scheme are not required to become financial members of an assessment agency in order to have an assessment for the scheme, although they may be asked to pay an application fee. The appropriate amount of such fee should be negotiated between Land Transport NZ, local authorities and assessment agencies.
  
7. The following phase two improvements have been completed by Land Transport NZ:
  - guidelines have been developed for contracts between local authorities and assessment agencies to ensure high quality and consistent assessments
  - A handbook, including best practice guidelines, has been developed and will be published on the Land Transport NZ website in April 2008
  - guidelines have been developed for contracts between local authorities and Total Mobility scheme transport operators to ensure high quality and adequate service levels, including the provision of wheelchair accessible taxis within the fleets.

## **Phase two implementation**

8. For those local authorities that sign up to phase two, Land Transport NZ will reset the base FAR at 50% for activities approved under work categories 517: Total mobility services and 518: Total mobility facilities operations and maintenance. Upon sign up, this reset base FAR will apply to the total allocation at the start of the new financial year. Any change within the existing year will result in a revised allocation at the end of the existing financial year. Likewise any increase in financial assistance rate that the local authority may qualify for beyond 50% (and up to a maximum 60% under phase two) will be distributed as a one-off payment at the end of the financial year.
  
9. The FAR will not automatically increase to 60% when phase two improvements are implemented. In order to qualify for an increase in FAR above the revised base FAR of 50% (presuming phase one has already been implemented), the local authority must not reduce their level of spending on Total Mobility below that of budgeted 05/06 levels. Any expenditure over budgeted 05/06 levels will be 100% financially assisted by Land Transport NZ up to a maximum 60% FAR.

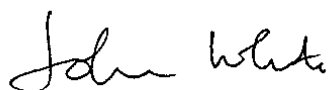
*For example:*

If a local authority had a total budget for Total Mobility of \$100,000 in 2005/06 it has to spend its \$60,000 local share before being eligible for any increase in FAR. Once total spending goes beyond \$100,000 Land Transport NZ will increase the FAR on spending over \$100,000 to 100%. This level of 100% funding will continue until \$150,000 is spent, at which point the marginal FAR will revert to 60% for expenditure over and above \$150,000, i.e. at which point the local authority will have to contribute additional funding beyond its original \$60,000 and at a rate of 40%.

10. The financial assistance rate for activities approved under Work Category 633: Total mobility administration will be set at a flat 60% upon sign up to the conditions of phase two.
11. To qualify for any increase in financial assistance for the 2007/08 year the signed Conditions of Funding schedule must be returned to Land Transport New Zealand by 30 June 2008.
12. A Total Mobility guide for local authorities has been developed and will be available on the Land Transport NZ website from the end of April 2008. This will provide more detailed information on all improvements associated with phase one and phase two, and contain the contract templates and assessment handbook that Land Transport NZ has prepared as part of phase two.

## **Enquiries**

Land Transport NZ regional staff will be in contact with local authority staff to distribute the Conditions of Funding schedules for phase two. For further information regarding Total Mobility in general please contact Caroline Stone at Land Transport NZ's national office Phone (04) 931 8700 or [caroline.stone@landtransport.govt.nz](mailto:caroline.stone@landtransport.govt.nz).



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