

# DIT/Industry Meeting Action List

## Actions Arising from Meeting held 7 February 2024

Item No	Meeting Date	Action	Due Date Status	Responsibility	Comments
5.1	7/2/2024	DIT to consider extending the summer testing period to allow testing later in the day and starting time for Sundays to be earlier.	In progress	A Simmonds	
5.6	7/2/2024	Seek guidance from DIT policy team regarding the extension of Temporary Driving Permits.	In progress	A Simmonds	
5.7	7/2/2024	DIT to investigate the concept of developing a 'Welcome Pack' or more information than supplied at present.	In progress	DIT	
5.9.1	7/2/2024	Investigate the concept of mandating the country drive and drive on unsealed roads for VORT tests inline with current CBT&A Task 22 and Task 28A.	In progress	A Simmonds	
6.6	7/2/2024	Scenario regarding a student failing to enter an intersection on a green light where they are not impeding any traffic but the student does not choose to do so.  Explain this scenario and the acceptable outcome via the industry bulletin	In progress	A Simmonds	
6.7	7/2/2024	Remind industry members via the bulletin, to communicate that appropriate footwear should be worn during a driving lesson or assessment.	In progress	DIT	

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OB1	7/2/2024	Edit CBT&A Driving Companion to remove references to 'hand brake'.	In progress	DIT	
OB2	7/2/2024	Send a reminder to industry via the bulletin to check their WWCC expiry date.	In progress	DIT	
5.9	16/8/2023	DIT to follow up with regarding their MyL's system research and analysis done post-implementation.	In progress	A Simmonds	
5.2	7/2/2024	Queensland study review has commenced. Provide results to industry once available.		S Gilbert	
6.6	16/8/2023  7/2/2024	Startup procedure in Logbook requires a change to include the requirement to have a foot on the brake or 'start the vehicle as per manufacturer's instructions.'	In progress	A Simmonds	A change has been made to the Master document (CBTA manual) however is not published on webpage yet.

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5.3	10/05/2023 16/8/2023	DIT to continue to investigate for the potential of new hub/start points, Modbury, Mitcham and Gawler.	In progress	CH and AS	Letters being sent from the Chief Executive to the respective councils
5.3/6.3	7/2/2024			A Simmonds	K Bower to follow up on letters sent to Modbury and Mitcham  DIT owned Park n Ride facility has been consulted and will not allow the carpark to be used for assessments. A Simmonds to make further enquiries in an attempt to revisit this request for use.
PREVIOUS ACTION ITEMS					
5.7	10/05/2023	DIT to investigate putting CBTA start points on MySAGov.	In progress	A Simmonds	This task was allocated to Standards Unit team to be completed.
5.8	10/05/2023  16/8/2/23	Industry members would like the 'sounding the horn' removed from Task 30 as it is not in the Driving Companion.  Industry would like this change made to the VORT manual too	In Progress	A Simmonds	Changes have been made and are waiting on sign off from C Heathcote.  Authorised Officers have been instructed not to require the sounding of the horn during audits. This change has been made to the VORT manual but the manual has not been uploaded to the website for access by Authorised Examiners.

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4.2	22/02/2023          7/2/2024	CH to investigate opportunity for payment of the Authorised Examiner endorsement to be made available online via EzyReg.	CLOSED	C Heathcote          K Bower	K Bower has made enquiries with Service SA Business Improvement team and they are investigating the option of making this an online process (AE endorsement renewal only).  Not addressed at August meeting. Work in progress – See K Bower  Work completed and waiting to be scheduled into TRUMPS (licensing software) changes schedule.
4	16/8/2023	DIT to provide a copy of the 5AA radio show transcript to both industry associations	CLOSED	K Bower	To be provided with minutes of August meeting
5.5	16/8/2023	DIT to instruct auditors to speak to MDIs causing congestion at start points when they are there to conduct audits	CLOSED		This is an ongoing activity with the Investigators
5.5	16/8/2023	Industry members to provide information regarding Authorised Examiners providing route details to students and MDIs.	CLOSED	Industry members	Use <a href="mailto:DIT.MDIAdmin@sa.gov.au">DIT.MDIAdmin@sa.gov.au</a> to provide any detailed information to assist with DIT investigations. No information has been received as at date of Feb 2024 meeting.
5.6	16/8/2023	DIT to follow up with a specific enquiry regarding a person seeking auto transmission conditions	CLOSED	A Simmonds	Completed
5.7	16/8/2023	DIT to follow up on the route matter	CLOSED	K Bower A Simmonds	Route checked and activated for bookings. Industry notified on 1/9/2023.

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6.1	16/8/2023	Industry members are asked to provide as much detail as possible on any experiences with these individuals or from their students via email DIT.MDIAdmin@sa.gov.au	CLOSED	Industry	Use <a href="mailto:DIT.MDIAdmin@sa.gov.au">DIT.MDIAdmin@sa.gov.au</a> to provide any information to assist with DIT investigations
6.5	16/8/2023	See previous item 5.11	See 5.11		
5.11	10/05/2023 16/8/2023  7/2/2024	AS to clarify with the Crown Solicitors Office for the request to get footage if Deed to use instructors' vehicles is introduced.	CLOSED	A Simmonds	Enquiries regarding other provisions used to release information, but don't they don't fit. Going back to the Crown for advice.  Further clarification of advice was sought from the Crown Solicitors Office (CSO) and it has has advised that each request will be considered individually and DIT is to seek advise from the CSO on each occasion when a request is made for use of a MDI's vehicle for an assessment.
6.1	10/05/2023  16/8/2023  7/2/2024	MDI's who elect to do a statutory declaration instead of providing a WWCC, to have the wording changed on the back of their MDI licence.	CLOSED	A Simmonds	A Simmonds to investigate to have the wording changed from 'prohibited to work with children'. Industry to suggest wording.  This work has been completed but is being held up by the IT team. The final wording choice was 'elected to train adults'.
3.2	10/05/2023	Industry to provide feedback on students not completing their MyLs	CLOSED	Industry participants	No Feedback provided as yet. Industry to provide feedback when available.

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4.1	10/05/2023	Department to consider the reform mandating dual brakes to be put in all vehicles	<b>CLOSED</b>	DIT	Being considered as part of reform
5.4	10/05/2023	Standards team to follow up with IT if any MySAGov time out problems are still occurring.	<b>CLOSED</b>	A Simmonds	K Bower advised only one reported incident has occurred since last meeting.
6.4	10/05/2023	DIT to advise industry via the bulletin on the correct procedure to follow to obtain a Yard Permit.	<b>CLOSED</b>	A Simmonds	Provided in Bulletin
6	22/02/2023 10/05/2023	Yard Permits are still available and if so, how a person applies for one	<b>CLOSED</b>	A Simmonds	DIT to advise industry via the bulletin on the correct procedure to follow to obtain a Yard Permit. Noted that Information was included in May Industry Bulletin
4.6	22/02/2023	DIT advised there will be further discussion with relevant parties to see if a solution can be found to better validate students' learning outcomes in the future.	<b>CLOSED</b>	C Heathcote	Ongoing issue and enquiries to be made with IT section within DIT about improvements for online systems
5.2	19/10/2022	DIT to consider changes to 'The Rules Governing Authorised Examiners' to accommodate request from industry members once shopping centre trading hours altered.	<b>CLOSED</b>	A Simmonds	Discussed and finalised at meeting