

# Transport Policy

## Magnetic Island Community Care Association Inc.

**Effective: March 2026**

### 1. Purpose

This policy defines MI Care's operational membership categories and sets out the rights, responsibilities, and eligibility criteria for participation in MI Care programs, services, and activities. It supports the Constitution while allowing MI Care to manage service eligibility in a flexible, lawful, and transparent way.

### 2. Membership Categories

**MI Care recognises two membership categories:**

#### 2.1 Ordinary Membership (Constitutional Member – Voting)

Ordinary Members are the only members recognised under the Constitution of Magnetic Island Community Care Association Inc.

**Ordinary Members:**

- support the objects of the association
- have full voting rights
- may nominate for the Management Committee
- may participate in all MI Care activities
- are not subject to age restrictions

Ordinary Membership is open to any adult who supports MI Care's purpose and complies with the Constitution.

#### 2.2 Service Membership (Operational Member – Non-Constitutional)

Service Membership is an operational category only and is not referenced in the Constitution. It exists to define eligibility for MI Care's community services, including transport, in accordance with Queensland Transport requirements.

**Service Members:**

- are eligible for MI Care transport

- may participate in MI Care programs and activities
- are included in MI Care's service reporting
- do not hold constitutional voting rights
- are not eligible to nominate for the Management Committee

**Service Membership is available to:**

- adults aged 50 years and over, or
- adults of any age with disability, or
- carers supporting an eligible person

Service Membership allows MI Care to apply age-based and needs-based eligibility criteria without affecting constitutional membership rights.

### **3. Rights and Responsibilities**

**All members, regardless of category, must:**

- uphold MI Care's values
- comply with MI Care policies and procedures
- treat volunteers, staff, and other members with respect
- maintain a safe and inclusive environment

**Ordinary Members additionally hold:**

- voting rights
- eligibility for committee nomination

**Service Members hold:**

- access rights to MI Care services and programs
- eligibility for transport (subject to Transport Policy)

### **4. Membership Fees**

Membership fees, including pro-rata arrangements, are set annually by the Management Committee.

### **5. Membership Management**

- Applications are approved by the Management Committee.
- Membership records are maintained in accordance with privacy legislation.
- Members may request to change category if eligibility criteria are met.

## **6. Review**

This policy will be reviewed annually or as required to ensure alignment with MI Care's Constitution and operational needs.

# **MI CARE – TRANSPORT POLICY (REWRITTEN SECTION)**

Transport Eligibility and Membership Structure

## **1. Purpose**

This section defines who is eligible to access MI Care's community transport service and how eligibility aligns with MI Care's membership categories and Queensland Transport exemption requirements.

## **2. Transport Eligibility**

Transport is available only to MI Care Service Members.

A person is eligible for transport if they meet the criteria for Service Membership:

- aged 50 years or older, or
- an adult of any age with disability, or
- a carer supporting an eligible person

This ensures MI Care meets the Department of Transport's requirement that community transport is provided to a defined group of members, not the general public.

## **3. Membership Categories and Transport**

### **3.1 Ordinary Members**

Ordinary Members are constitutional members and may participate in MI Care activities, but they are not automatically eligible for transport unless they also meet the criteria for Service Membership.

Ordinary Members who require transport may apply to become Service Members.

### **3.2 Service Members**

Service Members are the only members eligible for transport.

**Service Members:**

- are included in MI Care's transport reporting
- may book transport in accordance with MI Care procedures
- must comply with safety and conduct requirements

## **4. Transport Conditions**

### **Transport is:**

- non-commercial
- volunteer-run
- cost-recovery only
- subject to availability
- prioritised based on need, safety, and scheduling

### **MI Care may decline transport where:**

- safety cannot be assured
- the member does not meet Service Membership criteria
- the request falls outside MI Care's service scope

## **5. Compliance with Queensland Transport Requirements**

MI Care's transport service operates under the Queensland Department of Transport's community transport exemption framework.

### **To comply:**

- transport is restricted to Service Members only
- MI Care maintains a defined membership group
- volunteers are trained and supported
- records are kept for audit and reporting

This structure ensures MI Care remains compliant while providing safe, accessible transport to eligible community members.

## **6. Review**

This section will be reviewed annually or when Queensland Transport requirements change.