



Oxford Cambridge and RSA

Vocational Qualifications (QCF, NVQ, NQF)

CPC (Certificate of Professional Competence)

Level 3 CPC (Certificate of Professional Competence) for Transport Managers (Passenger Transport) – **05670**

Unit P2: Certificate of Professional Competence Passenger Transport - **05678**

OCR Report to Centres March 2021

Oxford Cambridge and RSA Examinations

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This report on the examination provides information on the performance of candidates which it is hoped will be useful to teachers in their preparation of candidates for future examinations. It is intended to be constructive and informative and to promote better understanding of the specification content, of the operation of the scheme of assessment and of the application of assessment criteria.

Reports should be read in conjunction with the published question papers for the examination.

OCR will not enter into any discussion or correspondence in connection with this report.

CONTENTS

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OCR REPORT TO CENTRES

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General Comments

As is always the case, the pass mark for this paper was set as part of the Awarding process.

The average total mark achieved by the cohort was 31.3

In setting the pass mark, examiners always consider the relative difficulty of the paper, compared to previous sessions, and as described in the Syllabus, Student and Tutor Guide, this process forms part of the system that seeks to ensure that all candidates are treated fairly, regardless of in which session they sit the case study paper.

The pass mark was set at 30 and 58.7% of candidates achieved this level.

The P1 (Multiple Choice) paper was considered at the Awarding meeting and examiners concluded that the pass mark for this paper should be set at 39. 51.5% of candidates achieved this mark.

Comments below for individual questions are designed to assist students and tutors when revising for future examinations.

Question 1.

You will need to advise the directors about the driver requirement for the coach service between Heathrow and Exeter. You have decided to roster three drivers to cover the six journeys, ensuring each driver operates the same runs on each day, Monday to Friday.

Use the information in the case study to compile a one-day schedule for the drivers on this service.

NOTES

Your schedule MUST comply with company policies and procedures.

You MUST state where each activity takes place.

The crucial aspect of this question was to prepare a schedule which could operate every day, Monday to Friday, with the same drivers operating each service every day. Many candidates compiled a schedule for the three vehicles and drivers which was perfectly legal for one day, but could not be operated every day of the week. The only way to operate all six services every day was to utilize the split rest provision for one of the drivers. Where candidates stated 'Break' for the period which should have been the first part of a split rest, no marks were awarded for that driver's day.

A correct one-day schedule is given below.

Driver 1		
Start time	Finish time	Activity
0815	0830	Walkaround checks at Heathrow
0830	1230	Drive to Exeter
1230	1730	First part Split Rest at Exeter
1730	2130	Drive to Heathrow
2130	2145	Paperwork at Heathrow
Driver 2		
Start time	Finish time	Activity
0745	0800	Walkaround checks at Exeter
0800	1200	Drive to Heathrow
1200	1300	Break at Heathrow
1300	1700	Drive to Exeter
1700	1715	Paperwork at Exeter
Driver 3		
Start time	Finish time	Activity
1245	1300	Walkaround checks at Exeter
1300	1700	Drive to Heathrow
1700	1800	Break at Heathrow
1800	2200	Drive to Exeter
2200	2215	Paperwork at Exeter

Question 2.

You will need to advise the directors on the cost of operating the Heathrow–Exeter–Heathrow service and the amount to be quoted to the customer. The service will use 38-seat coaches, each with a trailer.

Using the information in the case study, calculate the cost per coach and trailer combination per day to operate the service, the total cost per day of operating the service and the total amount to be charged to the client per day.

For costing purposes, assume that each vehicle completes one round trip per day and that drivers on these services carry out no other duties.

NOTES

You MUST show all of your workings.

You MUST name each cost, giving a total for each, to the nearest penny

This was a typical costing question, such as has been asked many times before, but with the addition of the requirement to cost a trailer as part of a vehicle and trailer combination. Although the question was very straightforward and followed the pattern of the often-asked costing question, many candidates lost marks through not answering all parts of the question as asked or through not following the instructions given in the notes to the question.

The question asked for a cost per coach and trailer combination per day, a total cost per day for the service and the total amount to be charged to the customer per day. Many candidates gave only one or two of these answers.

The notes to the question required candidates to name each cost and give a total for each. Many candidates calculated a total running cost per kilometre per coach and trailer, but did not give totals for individual costs. As is the case with all costing questions, marks are awarded for these totals and by not detailing them, as instructed, marks are lost.

Notwithstanding the above however, 59% of candidates achieved at least half of the available 12 marks. There were various ways of showing the calculations, and as long as all instructions of the question were followed, full marks were awarded.

One correct way is shown below.

Coach purchase price £195,000 – residual £45,000 = £150,000
 $£150,000.00 \div 10\text{yrs} \div 250 \text{ days} = £60.00$ per day depreciation.

Coach standing cost $£35,000 \div 250 = £140.00$ per day

Trailer purchase price £2,800 – residual £250 = £2,550.00
 $£2,550.00 \div 15\text{yrs} \div 250 \text{ days} = £0.68$ per day depreciation

Trailer standing cost $£2,000 \div 250 = £8.00$ per day
Driver's wages = £120.00 per day

Coach Running Costs
Round trip distance = 560km

Fuel $560\text{km} \div 4\text{kpl} = 140$ litres @ £1.10 = £154.00

Tyres $\text{£}1,800 \div 45,000 = \text{£}0.04$ per km x 560km = £22.40

Maintenance $560\text{km} \times \text{£}0.25$ per km = £140.00

Trailer running costs

$560\text{km} \times (\text{£}0.07 + \text{£}0.05) = \text{£}67.20$

Total costs per coach/trailer per day = £712.28 x 3 coaches = £2136.84

£2052.84 + 15% profit markup = £2457.36 (or £2457.37)

Question 3.

The directors will require a schedule for the travel agency's planned four, six and ten-day tours in order to be assured that the programme can be operated with one coach.

- (a) Use the information in the case study to plan one four-week cycle for this coach, completing each of the tours once, showing departure and return days for each tour. The cycle must commence on Sunday of week one.**
- (b) The client has indicated that for the ten-day Scottish tour, the passengers must have use of the coach and driver for at least part of every day throughout the tour.**

Outline why this is a problem and explain how you can achieve this requirement, without the use of any subcontracted vehicle or driver.

Part (a) of this question simply required candidates to place each tour within a 28 day programme, ensuring that certain tours departed on their allocated days. The question was generally well answered, with most candidates completing the programme for the four tours. A significant number however, did not schedule in the two days for cleaning and maintenance, thereby not gaining the full five marks for this part of the question. A common error was to fail to start the cycle on the Sunday of week 1, as was specified in the question.

Part (b) required candidates to think about how it would be possible for the coach to be utilized on every one of the ten days of the Scottish tour. Some believed that it would be possible to use the '12 Day Rule'. This would of course not be possible, as the coach would not have crossed an international border. Double-manning the coach for the entire tour would have made it possible to use the coach every day, but a more cost-effective option would be to utilize the coach up to maybe midday on any day before day seven and then not start again until at least 24 hours later on the following day, thereby giving the driver a reduced weekly rest.

A correct schedule as required in part (a) is given below, although there are alternative ways of achieving the same objective.

Tour	Start day	End day
Edinburgh and Scottish Highlands	Sunday	Tuesday Wk 2
Oxford/Stratford/Cotswolds	Wednesday	Monday Wk 3
Stonehenge/Salisbury	Tuesday	Friday Wk 3
Devon and Cornwall	Saturday	Thursday Wk 4
Maintenance	Friday	Saturday

Question 4.

Before you can begin the Heathrow–Exeter and the Exeter–Newquay operations as described in the case study, you will need to carry out certain actions in relation to operator licensing.

- (a) **Outline THREE actions which you will need to complete.**

NOTE

Form numbers are NOT required

- (b) **Give FOUR items of evidence which you may be required to submit in support of these actions.**

The first and most important action required in the situation described would be to apply for an operator licence in the Western Traffic Area. Many candidates believed that the only requirement would be to apply for an additional operating centre. Candidates are reminded once again, that when a question asks for actions, there **MUST** be a verb in the answer, otherwise no mark will be awarded. I would mention also again at this point, that when a question asks for a specific number of responses, there is no point in giving any more than that number, as additional ones in excess of that number will not be considered.

Correct actions include –

Apply for new operator licence in Western Traffic Area

Obtain permission from airport authorities for an operating centre at Exeter Airport

Recruit and/or appoint TM for new licence

Complete/Submit TM1

Arrange a maintenance contract

Part (b) of the question asked for items of evidence to support the actions. Many candidates did not give items of evidence, but simply repeated, in different words, the actions outlined in part (a).

Some correct items of evidence are –

Bank statements OR Letter of guarantee from bank

Letter of permission to park

Plan of parking area OR Photographs of parking area/entry and exit

Question 5.

In the unlikely event that neither of the proposed new ventures are accepted by the directors, you will need to plan for a number of redundancies. One of GPCS' current airport contracts is due to terminate at the end of March. Drivers Derek, Mohammed and Rachel are currently employed on this contract and their positions will become redundant.

- (a) Use the information given in the case study to calculate the minimum amount of redundancy pay which will be due to each of these drivers.

NOTE

You MUST show all of your workings.

- (b) As an alternative to making these three drivers redundant, there may be the option of offering them positions on the Heathrow–Exeter work.

Complete the table below to show which of them could be transferred immediately onto this work, should it begin operating, and for any who could not operate it, explain what actions would be necessary in order to allow them to begin the work.

Part (a) of this question produced many different answers, with candidates either using incorrect factors to calculate the number of weeks pay which was due, or using the wrong number of years employed, or in the case of Derek, not applying the cap of £538.00 per week. Most candidates correctly identified the fact that Rachel had not worked for long enough to become entitled to any redundancy pay

Part (b) specifically demanded actions and many candidates simply gave responses which outlined why Mohammed and Rachel could not operate the service and not as was required, what actions would be necessary to allow them to do so.

Correct answers to parts (a) and (b) are –

<p>(a) Derek 6yrs @ 1.5wks per year x £538.00 = £4842.00 + 12yrs @ 1 week per year x £538.00 = £6456.00 Total = £11,298.00</p> <p>Mohammed 3 yrs @1.5 wk per yr x £490.00 = £2,205.00</p> <p>Rachel, less than 2yrs service = no entitlement</p>		
(b) Driver	Able to drive on Heathrow-Exeter Y/N	Actions required
Derek	Yes	None
Mohammed	No	Pass Cat DE test
Rachel	No	Pass Cat D test Pass Cat DE test

Question 6.

Clare has indicated to you that if the Heathrow/Bristol/Exeter and Exeter/Newquay operations prove profitable and are likely to continue beyond 2021, she may, after six months of the operation, wish to form a new limited company to operate the Exeter/Newquay part of the contract.

This new company would be based in Exeter, would employ local drivers and would operate as a separate business entity, invoicing GPCS for the work done on its behalf.

- (a) Identify THREE documents that would have to be submitted to Companies House in order to apply for the incorporation of a new limited company.**

- (b) Outline FOUR items of information which must be included in the Principal Statement of Terms of Employment that would have to be issued to the local drivers to be recruited and employed at the Exeter site.**

This question was very well answered and 22% of candidates gained all available 7 marks., while 66% gained 6 of the available 7 marks.

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