Level 3 Certificate of Professional Competence for Transport Managers (Passenger Transport)

Examination Date – 10th December 2021

Chief Examiner Report.

General Comments

This was the third examination for the Level 3 Certificate of Professional Competence for Transport Managers (Passenger Transport) to be offered to candidates by Skills and Education Group Awards with 75 candidates sitting the examination.

As is always the case, the pass mark for this paper was set as part of the Awarding process and for this series was set at 30 and 41% 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 40, meaning 46.5% of candidates achieved this mark.

Centres are reminded that candidates should not use loose sheets to answer questions unless all of the blank additional sheets in the answer booklet have been used. Where it is necessary to use loose sheets, they must be plain lined pages, not templates for any particular type of question and they must be clearly marked with the centre name and number and the candidate's name and number.

It is important for candidates to note that examiners will always mark the first answer given in the answer booklet, unless it has been clearly crossed out and annotated to show that the candidate has rewritten the answer on a different page.

We would remind candidates that this examination is not a test of handwriting, spelling, grammar or punctuation, but it is important that examiners are able to read and understand the answers being given. The crucial factor, as with all examinations, is that candidates must read each question carefully. This includes the notes attached to each question, as marks are so often lost by candidates because they did not follow all instructions given. Examiners will always give candidates very clear instructions in each question and it is therefore critical that candidates follow every instruction and answer exactly what is being demanded of them.

Comments on the following pages for individual questions are designed to assist students and tutors when training for future examinations.

Question 1

The chairman of The British Archery Society (BAS) has to inform all its members of the details of their trip to Drogheda in March 2022 and has asked you for an itinerary

Prepare a single-manned driver schedule for the outward journey to Drogheda, leaving GP's operating centre at the latest possible time, while still meeting all the requirements of the archery society.

Your schedule must begin when the driver commences duty at GP's operating centre in Alton and end when he arrives at the hotel in Drogheda.
NOTES

When scheduling driving, the stage destination MUST be stated on each line.

The driver's activity MUST be stated on each line.

The case study and the question stem indicated that this tour would be single-manned. Candidates therefore had to first determine how to complete the outward journey using just one driver. Since the ferry crossing was only 8 hours long, the schedule could not utilise either a reduced or split daily rest. The only alternative therefore, was to utilise the provisions of a ferry (interrupted) rest period. The case study contained clues to this solution, by stating that the coach would have a driver's bunk, cabins were booked on the ferry and the driver would not be required to attend the 3-hour function in Dublin, after only a 20 minute drive from the docks.

Most candidates did determine this and 66% gained at least 7 of the available 13 marks. Marks were lost primarily where candidates did not identify the driver's activity on the ferry or at Dublin Town Hall as rest. A few candidates lost marks through not following the instruction in the notes to state the destination for every stage of the journey.

A correct schedule is given below.

Start time	Finish time	Activity description
0000	0015	Vehicle checks and loading
0015	0315	Drive to Peterborough
0315	0415	Loading passengers and luggage
0415	0545	Drive to A50 services
0545	0630	Break
0630	0900	Drive to Liverpool
0900	0930	Check-in and embark
0930	1730	Crossing / driver rest
1730	1740	Disembark
1740	1800	Drive to Dublin Town Hall
1800	2100	Driver rest
2100	2115	Vehicle checks
2115	2215	Drive to Drogheda

Question 2

In addition to an itinerary, the chairman of the archery society has also asked for a total price for the entire round trip.

The coach for this trip will be single-manned and for costing purposes, you should assume 6-days use of the coach. Use the information provided in the case study to calculate the total cost to GP of the 6-day round trip and the amount to be charged to BAS.

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 standard costing question with candidates being required to calculate a depreciation figure, other standing costs and all running costs, in order to calculate the total cost of the trip before adding a mark-up to ascertain the amount to be charged to the client.

The majority of candidates correctly calculated the depreciation and the standing costs, but many used an incorrect distance figure to calculate the total running costs, thereby losing 8 of the available 12 marks. The incorrect distance appeared to be as a result of candidates either not including the 150km travelled while based in Drogheda, or to include it in the one-way distance for the trip and then double it.

A correct calculation is shown below.

Standing Costs £36,000 ÷ 240 x 6	£900
Depreciation £280,000 − £2,800 tyres	£277,200
£277,200 @ 20% = £55,440 ÷ 240 x 6	£1386
Driver's wages x 6	£900
Subsistence x 6	£120
Trip mileage 565 each way x 2 = 1130 + 150 = 1280km	
Fuel 1280km @ 4kpl = 320 litres @ £1.35	£432.00
Tyres £2,800 ÷ 70,000km = £0.04 x 1280km	£51.20
Maintenance 1280km x £0.24	£307.20
Total Cost	£4096.40
Plus mark-up 20%	£819.28
Quote	£4915.68

Question 3

As part of your plans to digitise the maintenance records of the company, you are introducinga smartphone application (app) for the drivers' daily walkaround checks. The app that you have chosen requires you to specify the checks which drivers should carry out. Some checks, given below, are already loaded into the app.

Already in the app:

Check all side, tail and headlights for correct operation.
Check security of wheelnuts.
Check tyres.
Check security of seats.

Outline EIGHT further check actions which you believe should be included on the app

57% of candidates achieved full marks on this question, and the only reason that many more did not do so, was that they did not comply with the demand of the question to OUTLINE check ACTIONS. Those who simply gave a list of items to be checked were not awarded any marks. The examples given in the question for those checks already in the app were intended to guide candidates toward answering the question correctly.

Some correctly worded answers are given below:

Check for leaks (air and/or fluid)
Check number plates for security and cleanliness
Check operator licence disc
Check tachograph calibration sticker
Check height marking label/sign
Check for excessive exhaust smoke
Check battery security
Check seatbelts
Check operation of horn
Check for excessive play in steering

Question 4

You have decided that whether or not you decide to run the Local Bus Service operation, or to supply coaches to HP on a daily contract basis, you should base some buses at HP's plant, in order to free up space at your operating centre and also eliminate the daily travelling between your operating centre and the plant, from where the bus services start every day.

> **(a) Outline FOUR actions related to operator licensing which you will need to complete, before you are able to base buses at HP's site.**

> **(b) Calculate the minimum level of financial standing which GP will have to prove if they go ahead with their plans as detailed in the case study**

Every CPC examination paper must contain at least one question on the subject of operator licensing, this being the core syllabus area for every aspiring transport manager. One of The Traffic Commissioners' principal concerns is that operators, and therefore transport managers have detailed knowledge of this area. It is of concern therefore, that more than 80% of candidates gained less than half of the available marks on this question.

A significant number of candidates outlined the actions required to apply for a new operator licence, when in the scenario described in the case study, it was only necessary to apply for a new operating centre. The case study stated clearly that the HP site was in Alton, Hampshire as was GP Services' existing operating centre, where their operator licence was held.

Part (b) of the question required candidates to work out how many vehicles would need to be authorised on the company's licence and then calculate the minimum level of financial standing required for this number.
Many candidates did not determine the correct number of vehicles and therefore could not correctly calculate the level of financial standing required.

The background section of the case study informed candidates that the existing licence authorised 10 vehicles and 10 vehicles were currently being operated. It also stated that a further 3 vehicles would need to be purchased for the HP service, making a total required authorisation of 13 vehicles.

It could be the case that some candidates had been using old training material, as they were working with outdated financial standing levels per vehicle.

Question 5

Should you decide to run the buses for HP as Local Services, you will first need to make an application to the Traffic Commissioner

    (a)   Outline the TWO ways in which this can be done.

    (b)   Give SEVEN items of information which must be included with your application.

This question clearly referred to the running of local bus services, but a significant number of candidates outlined ways of applying for an operator licence (for an operator already holding one). Such answers obviously were not credited with any marks.

Those candidates who answered the question being asked, answered it very well, outlining the two ways of applying and giving seven items of information to be included in the application.

Correct answers to both parts of the question are given below.

Paper based using form **PSV 350** or **online** using the **electronic bus service registration system (EBSR)**
Start point of service **Finish Point** **Type of Service** **Stopping places** **Turning places** **Time taken at stops if longer than pickup/setdown** **Name of applicant** **Address of applicant** **Details of operator license** **Proposed routes** **Map** **Timetable** **Start date**

Whether or not you decide to run the buses for HP as Local Bus Services, you will still need to determine the number of buses and drivers required. This will enable you to work out the fares to be charged

Using the information in the case study:

(a) **Calculate the minimum number of buses required to operate the three Local Bus Services without interworking any of them.**

NOTE: You MUST show all your workings.

(b) **Calculate the minimum number of drivers required to operate the three Local Bus Services each week, using the number of buses calculated in part (a).**

NOTE: You MUST show all your workings.

This question required candidates to first, calculate the number of buses required to operate three different bus routes, without interworking them. This involved calculating the total round trip journey time, including travelling time and layovers. Most candidates correctly calculated the times for routes 1 and 2, but few did so for route 3. The problem appeared to be working out the total layover time on this route, because there were layovers at two of the intermediate stops as well as at the termini.

Part (b) required candidates to use the number of buses calculated in part (a) to work out the number of drivers required to operate all three routes.

Correct calculations for both parts of the question are given below.

6(a)	Route 1: 90 min ÷ 60 min = 1.5 (2)
	Route 2: 78 min ÷ 60 min = 1.3 (2)
	Route 3: 240min ÷ 60 min = 4 (4)
6(b)	Total 8 buses × 15hrs each = 120 bus-hours
	120hrs ÷ 9 hr shift = 13.3 (14) duties × 7 days = 98 per week
	98 ÷ 5 = 19.6 (20) drivers