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

June 2025

Examination Date – 6th June 2025

Examination Report

1. General Comments

The report below is intended to give tutors and candidates advice and guidance when preparing for future examinations. It sets out to explain where candidates in this examination were or were not awarded marks for their answers.

This report should be read in conjunction with the further guidance given within the Skills and Education Group Awards website.

2. Exam Results

As is always the case, the pass mark for both the P1 (Multiple Choice) paper and the P2 (Case Study) paper was set as part of the Awarding process.

P1 Paper
The P1 (Multiple Choice) paper pass mark was set at 42 and 49.1% of candidates achieved this mark.

P2 Paper
The P2 (Case Study) pass mark was set at 30 and 52.2% of candidates achieved this level.

3. Important Notes

Candidates should note that where a question demands a specific number of answers, only this number will be read by examiners and any further answers will not be considered, even if correct.

It is important that candidates should read and follow instructions given in the notes to each question.

4. Question Answers / Guidelines

The following comments set out below are for individual questions providing further specific information and are designed to assist both the student and the tutor when preparing for future examinations.

Question 1

Ahmet is to monitor fuel usage from the diesel tank at WLT's Walvingham operating centre, as described in the case study. In the event the number of litres of fuel stock he identifies from the tank reading is less than the quantity that the accounts assistant shows on the reconciliation statement, he will need to investigate the potential causes for the discrepancy.

Outline SIX credible reasons why there may be an apparent shortfall in the fuel stock.

Most candidate gave six credible reasons. Though reasons such as "more fuel used than expected" or "drivers not being fuel efficient" were not accepted.

Question 2

WLS intends to operate an airport transfer service for UKIA, as described in the case study.
(a) Complete the table below to prepare a driver schedule for Service 1. Your schedule must start when the driver begins work at the Walvingham operating centre and end when the vehicle arrives at the new operating centre near London Central Airport.

Notes:

- You **MUST** complete each column for each activity
- Tachograph symbols are NOT acceptable
- You **MUST** show the destination for all driving periods

ANSWER			
Start	**Finish**	**Activity**	**Mode**
0620	**0645**	**Checks** paperwork, briefing	Other **work**
0645	**0650**	**Drive West Midlands Airport** (5 mins)	**Driving**
0650	**0700**	**Load**	Other **work**
0700	**0900**	**Drive London North airport** (120 mins)	**Driving**
0900	**0915**	**Load** OR **loading/unloading**	Other **work**
0915	**1115**	**Drive London Northwest airport** (120 mins)	**Driving**

1115	**1200**	**Break**	**Break**
1200	**1215**	**Load** OR **loading/unloading**	Other **work**
1215	**1255**	**Drive London Central airport** (40 minutes)	**Driving**
1255	**1305**	**Unload**	Other **work**
1305	**1310**	**Drive** new **operating centre** (5 minutes)	**Driving**

Candidates lost marks at 11.15 by not following the instruction in the case study that "breaks must be taken before loading passengers"

(b) State the minimum number of drivers required each day to operate all four airport transfer services

Answer: **TWO** drivers

c) Calculate the latest possible time that the vehicle may depart the new operating centre on Service 3.

Note: You **MUST** show all your workings.

ANSWER
Driver has spent **6 hours 50 minutes** getting to new operating centre. Return journey takes 1310 – 0645 [OR 25 minutes less] = 6 hours 25 minutes (45' break taken at LNW airport)
15 hours – 6 hours 50 – 6 hours 25 = **1 hour 45** minutes to spare
1310 + 1 hour 45 minutes = **1455 #**

Question 3

WLS intends to operate an airport transfer service for UKIA, as described in the case study. This will require the company to set up an operating centre near London Central Airport.

Outline SEVEN actions that WLT should take as soon as possible to ensure that the proposed services are authorised by an appropriate operator licence. Your answer should include submitting any documents and items of information that may be requested by the Traffic Commissioner.

This required candidates to realise that a new Standard national operator licence was required for London and the South East Traffic Area and that that they need to provide evidence of finance etc.

Question 4

WLT will operate four local services, as described in the case study. Ahmet intends that each vehicle will operate on only one of the routes on each day.

(a) Calculate the minimum number of buses required to operate each of the four local service routes each day and the resulting total number of buses required.

Note: You **MUST** show all your workings to two decimal places, always rounding up.

ANSWER					
W1A 30km	At 30kph	60 mins+10 mins=	70 mins	/frequency 35 mins = 2.0	**2 buses**
W1B 24km	At 30kph	48 mins+10 mins=	58 mins	/frequency 35 mins = 1.66	**2 buses**
W2A 44.5km	At 30kph	89 mins+10 mins=	99 mins	/frequency 30 mins = 3.3	**4 buses**
W2B 37km	At 30kph	74 mins+10 mins=	84 mins	/frequency 30 mins = 2.8	**3 buses**
Total number of buses					**11 buses**

Being able to allocate the correct number of vehicles to a particular service route or routes is a basic task for a PSV transport manager and as such it is disappointing to see how few candidates provided a valid answer.

b) Ahmet has not considered whether there might be an advantage to interworking the buses on the four local routes. Calculate the minimum number of buses required to operate the four local service routes each day, if the buses are interworked across the routes.

Note: You **MUST** show all your workings.

Answer: **2+1.66+3.3+2.8 = 9.76** so **10 buses**

This required candidates to apply the principle of interworking service route and again this question was poorly answered.

Question 5

Ahmet is to prepare a budget for WLT's use of vehicle fuel for the year ahead. Use the information provided in the case study to calculate the company's budget for fuel for its first year of operations, starting when the four local services and the airport transfer services begin operating.

Notes: You must show:

- **The total distance covered separately for each of the four local services,**
- **The total number of litres of fuel and the total cost of fuel for the four local services combined**
- **The total litres of fuel and total cost of the fuel for the airport transfer services separately. WLT's total budget for fuel cost for the year.**

You **MUST** show all your workings to two decimal places or to the nearest 1p.

ANSWER
W1A 30x24x263 = **189,360km**
W1B 24x24x263 = **151,488km**
W2A 44.5x26x263 = **304,291km**
W2B 37x26x263 = **253,006km**
Total distance = **898,145km**
/ Consumption: 6kpl = **149,680.83 litres**
Price £1.33 - £0.56 = **£0.77** OR **77p**
35-seat fuel budget **£115,261.94**

Airports 360,000km / 5kpl = **72,000 litres**
Price £1.33
49-seat budget £**95,760**
Total fuel budget **£211,021.94**

This was a budgeting question which required candidates to first calculate the annual distances covered on each route. Then add them together and calculate the total fuel used and the cost of that fuel applying the fuel duty rebate.

Candidates failed to gain marks by not following the instruction to **SHOW ALL YOUR WORKINGS.**

Question 6

The DVSA Guide to Maintaining Roadworthiness (The Guide) provides information about transport operators' and drivers' responsibilities. This includes recommendations for actions that operators should take with regard to their drivers' responsibilities.

Outline TEN actions that The Guide recommends WLT should take to ensure their drivers comply with its recommendations.

This question was not well answered as many candidates either did not attempt it or went down the route of what to check instead of the need to ensure the driver understand why they are doing the checks.

Valid answers can be found in section 3.2 of the Guide to Maintaining Road Worthiness 2025 ("Drivers Responsibilities" and "Minor Repairs by Drivers") As well as course notes and other acceptable training material the Guide to Maintaining Road Worthiness is a useful resource for the Open Book Case Study Exam.