

Level 3 CPC (Certificate of Professional Competence) for Transport Managers (Passenger Transport) December 2022

Examination Date – 9th December 2022

Chief Examiner Report.

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.

88 candidates sat the examination

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

The pass mark was set at 31 and 62.5% of candidates achieved this level.

The P1 (Multiple Choice) paper was also considered at the awarding meeting and examiners concluded that the pass mark for this paper should be set at 40. 42.9% of candidates achieved this mark.

We would continue to remind centres 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. I observed a few instances in this examination where candidates had rewritten an answer, but not crossed one out.

Another observation which is common across sessions concerns the crucial matter of candidates seemingly not reading the case study or the questions carefully. Candidates often fail to gain marks through not answering exactly what is being asked in the question. This applies equally in the multiple choice paper, where frequently candidates appear to not have read to the end of the question before selecting an answer. Candidates should be reminded that even the last word of a

question can determine the correct answer.

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

Question 1

You have decided to change the way in which drivers are allocated to the Staines - Exeter service and will now roster only 3 drivers, to cover the 6 services, with each driver operating the same services every day Monday to Friday.

Use the information in the case study to compile a one-day schedule for each of the drivers on the 6 services.

NOTES:

Your schedule must comply with all company policies.

You MUST give times, service numbers and a clear description of all activities.

The results of this question demonstrated very clearly, the importance of carefully reading the question and the notes to the question, before beginning to answer.

The important points here, were to schedule in such a way that the same driver could operate the same services every day (i.e. Drivers could all get either a regular daily rest or a split daily rest, never a reduced daily rest) and that drivers always returned to their starting point at the end of every day. Furthermore, many candidates failed to gain all of the available marks, through not giving times and service numbers for each line. A correct one-day schedule is shown below.

Start time	Finish time	Activity
		Driver 1
0745	0800	Checks in Staines
0800	1200	Drive E1 to Exeter
1200	1300	BREAK in Exeter
1300	1700	Drive S2 to Staines
		Driver 2
0815	0830	Checks in Exeter
0830	1230	Drive S1 to Staines
1230	1730	REST in Staines
1730	2130	Drive E3 to Exeter
		Driver 3

1245	1300	Checks in Staines
1300	1700	Drive E2 to Exeter
1700	1800	BREAK in Exeter
1800	2200	Drive S3 to Staines

Question 2

GA will have to take certain actions in respect of operator licensing in order to be able to carry out all of its plans as outlined in the case study

Outline SIX actions concerned with operator licensing which it must complete before it can begin these plans.

This was a straightforward question, requiring knowledge of the operator licensing process and of when an operator licence is required. In the case study, candidates were given information about the location of the current and proposed operating centres. The fact that the new centre was to be in a different Traffic Area meant that a new operator licence would be required. Many candidates thought that it would be sufficient to apply for a new operating centre. A further requirement was for the company to apply for an increase in their vehicle authorisation, due to the new vehicles which were being purchased

Further marks were lost by candidates through not giving actions, as was asked for in the question. Both tutors and candidates should be reminded that the examination requires candidates to be able to follow all instructions given within the paper.

Question 3

As part of GA's expansion plan, you are considering extending the inter city services into Europe.

You are initially planning two routes, London to Paris and London to Brussels.

Using the information in the case study prepare a driver schedule for one outward journey to Paris.

Your schedule must begin when the driver begins duty at the operating centre in Staines and end after unloading at Paris Madeleine coach station.

NOTE:

You MUST show a start and finish time and a clear description for each activity.

You MUST show a destination for each driving period

Local times MUST be shown throughout.

This question was well answered, with 65% of candidates gaining at least half of the available 12 marks. There were very few common errors in the schedule, with the main ones noted by examiners being failure to change to Central European Time on arrival in France and not counting embarkation and disembarkation times as driving time, thereby not taking the required break early enough, during the journey from Coquelles to Paris.

A correct schedule is given below.

Start time	Finish time	Activity
0635	0650	Checks
0650	0750	Drive to Victoria
0750	0850	Load passengers
0850	1050	Drive to Cheriton
1050	1120	Check in
1120	1140	Embark shuttle
1140	1220	Shuttle crossing / Break
1220	1320	Time change
1320	1340	Disembark
1340	1430	Drive toward Paris
1430	1500	Break
1500	1725	Drive to Paris
1725	1755	Unload

Question 4

Expansion of intercity work will require the recruitment of additional drivers.

- (a) Outline FIVE items of information which must be included in the Principal Statements of Terms of Employment that would have to be issued to new drivers.**
- (b) Calculate the annual saving to GA if they are able to replace agency drivers with an employed driver on 45 days in the year**

Part (a) of this question could be answered largely from training notes and as long as candidates followed the instruction to give outlines, full marks were possible, as indeed was achieved by 57% of candidates.

Part (b) of the question required a straightforward calculation of the difference between paying employed drivers at their normal rate and paying agency drivers at the given rate. The calculation for this is shown below.

Agency cost $\pounds 16,575 \div 85 \text{ days} = \pounds 195.00$ per day
$\pounds 195.00 - \pounds 145.00 = \pounds 50.00$ day saving
45 days x $\pounds 50.00 = \pounds 2,250$ total annual saving

Question 5

In view of the proposed new work, you believe that's GA should review its insurance requirements

- a. Identify TWO insurance policies that GA must have in place**
- b. Identify SIX additional insurance policies that GA should have in place**

This question, as with the previous one, was well answered, with 74% of candidates gaining at least half of the available marks. Very few candidates however, achieved higher marks, as many confused the policies which are mandatory with those which are discretionary. Employers' Liability insurance and Third Party Motor insurance are the only mandatory ones. All other insurances are discretionary.

Question 6

The proposed new European Inter-city services will be advertised to the public and individual tickets will be sold.

- a. Using the information given in case study, calculate the cost of operating a return journey, to/from Brussels Central Station**
- b. Calculate the amount to be charged for a one-way ticket from London to Brussels Central Station. (Single tickets are charged at 60% of the cost of a return ticket)**

This was a costing question with a slight difference. Part (a) was a typical question, requiring candidates to calculate standing costs and running costs to determine a total cost for the return trip journey. A significant number of candidates had not read the case study carefully enough and based their calculations on the wrong coach, thereby using incorrect figures for their calculations. The case study clearly stated that the new 60-seat coaches would be used on these journeys. Part (b) required candidates to apply the specified mark-up to costs, before calculating the amount to charge per passenger, based on a loading of 48 passengers. Many candidates did not use the loading figure given in the case study, but instead divided the total by the maximum seating capacity of 60 to give a per-passenger figure. The case study stated that single journey tickets are charged at 60% of the return fare, and candidates were required to complete this calculation for the final mark.

Correct calculations are shown below.

Standing Costs 2 days @ £160.00	£320.00
Depreciation £245,000 @ 10% ÷ 250 x 2	£196.00
Driver 2 days @ £145.00	£290.00
1 night @ €60 @ 0.9	£ 54.00
Distance (30+110+225) x 2	730km
Fuel 730km @ 4kpl = 182.5 litres @ £1.70	£310.25
Maintenance 730km @ £0.25/km	£182.50
Tyres £3,500 ÷ 70,000km = £0.05/km x 730km	£36.50
Overnight Parking €90 x 0.9	£81.00
Le Shuttle	£600.00
Total Cost	£2070.25
Plus 20% mark-up	£414.05
Total	£2484.30
Part (b)	
Per return ticket @ 48 pax	£51.76
Single ticket @ 60% of return	£31.06

Chief Examiner
19th January 2023