

COMMUNITY MINIBUS REPORT

1.0 INTRODUCTION

To inform members of the use of the Community Minibus from 01 June 2021 to 31 May 2022 under the Section 19 permit obtained by the Council.

Section 19 permits are either 'standard permits' for vehicles which are adapted to carry no more than 16 passengers (excluding the driver) or 'large bus permits' for vehicles which are adapted to carry 17 or more passengers. These permits may be granted to organisations that operate vehicles without a view to profit to transport their members, or people whom the organisation exists to help. Section 19 permit vehicles can't be used to carry members of the general public.

2.0 USE OF MINIBUS

The following figures have been taken from booking forms received over the last year. Please note that the centre did not fully reopen until July:

June 2021 5 bookings, 2 users (FPC Youth Club and local school)

July 2021 9 bookings, 4 users (FPC Youth Club, MOD and 2 local schools)

Aug 2021 7 bookings, 2 users (FPC and Youth Charitable Organisation)

Sept 2021 1 booking, 1 user (local school)

Oct 2021 5 bookings, 2 users (Local school and Youth Charitable Organisation)

Nov 2021 6 bookings, 4 users (Youth Charitable Organisation, Charitable Organisation for Seniors, MOD and local school)

Dec 2021 7 bookings, 3 users (Youth Charitable Organisation, Charitable Organisation for Seniors and local school)

Vandalism 17/12/21 – minibus returns for use 01/03/2022, delays experienced due to Covid, part availability

April 2022 2 bookings, 2 users (Charitable Organisation, Charitable Organisation for Seniors)

May 2022 8 bookings, 5 users (Youth Charitable Organisation, Charitable Organisation for Seniors and 3 local schools)

3.0 MINIBUS JOURNEYS

Typically, the organisations using the community minibus do not travel long distances.

The use by local schools is generally to transport children to swimming lessons at the Applemore swimming pool e.g., most weekdays in June 2022 the minibus is booked out as lessons will be taking place this year. Other usage by schools includes local field trips or transport to sporting events at other schools with the occasion use to travel on a residential trip.

Each group must join the Council Community Minibus Transport Scheme with only Midas Certified or other suitably qualified drivers permitted to drive the minibus.

The minibus must be booked out in advance with external and internal checks being carried out, defects noted etc.

4.0 COST OF USING MINIBUS - ORGANISATIONS

Currently the mileage charge as agreed by Council in February 2022 is £1.50 and this price is inclusive of VAT and fuel charges.

The minibus must be returned in a clean and tidy condition or an excess charge of £25.00 is added to the final invoice.

In the event of an accident where the hirer is deemed to be at fault an excess of £150.00 is also payable.

Use by MOD personnel is free – the minibus is supplied fully fuelled and the MOD user returns the minibus with a full tank.

5.0 COSTS OF MINIBUS TO THE COUNCIL

The minibus is a 63 Reg vehicle and has a current mileage of just under 43,000 miles. It runs on diesel fuel and is category D1 on driving licences.

The minibus is required to have a 10-week safety check at a basic cost of £57.50 and any defects shown up during these checks may need to be actioned.

Over the last year the minibus has been involved in one accident (fault of hirer) and also been vandalised – the insurance excess on this occasion was required to be paid by Council.

Equipment required to be on board includes a fire extinguisher, first aid kit, torch, road safety triangle – after vandalism these items were renewed using grant funding from the County Councillor.

The Grounds Team is used to take the minibus to and from the local garage, the Centre staff take the bookings, arrange invoices and usually deal with the hirers when they pick up/drop off the minibus, Council staff complete the permit application and deal with inspection schedules/queries.

For costs 01/06/2021 – 31/05/2022 please see attached breakdown.

RECOMMENDATIONS

- i) That the Estates and Facilities Committee recommend to the Council meeting due to be held on 20 July 2022 that the running costs of the minibus currently being experienced are noted.
- ii) To recommend to Council that the suggestion of the purchase of a smaller and “greener “minibus is investigated prior to the requirement to renew the permit for this vehicle in March 2024.

For more information contact:

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