

Consultancy:

As a training company we hold accreditations with multiple awarding bodies as registered learning partners, these include:

- JAUPT (Driver CPC)
- DVSA (LGV & PSV Driver Training)
- CILT (Transport Manager CPC)
- SQA (Dangerous Goods & NVO's)
- ALLMI (HIAB & Slinger Signaller)
- CITB
- City & Guilds (Confined Space)
- NPORS (Plant & Lifting)
- Highfield (First Aid & Health and Safety)
- PASMA (High Level Access Platforms)
- RTITB (Industrial)

This gives our expert instructors & consultants a wide breadth of knowledge to help your company with whatever the operational requirements are.

This could be a bespoke driver and operator training package, monthly site visits to ensure correct record retention and filing or anything else your operation requires.

We can create, design and print an up to date operational LGV handbook for your drivers or staff. The content of a Driver Handbook will contain statutory advice such as sections on drivers' hours, daily vehicle checks, what to do in the event of an accident and safe loading, etc. We will then work with you to create specific sections that are tailored to your business.

As a CILT UK accredited Transport Manager CPC learning partner we also offer the required 2 day CPC refresher courses, or 1 day Operator License Awareness training course (OLAT). Our certificates are accepted by the office of the traffic commissioner.

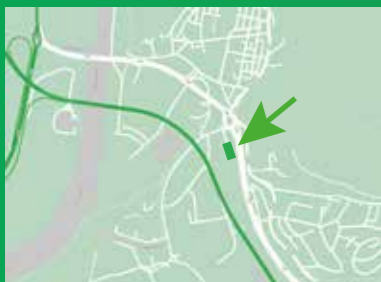
Please contact us for a free consultation to assess your requirements and we can tailor a plan or package to suit your needs, or just point you in the right direction if all you're after is some expert advice.

As a Transport Manager or responsible person you are required by the Office of the Traffic Commissioner to have continuous and effective management of the licence at all times. This is stated in section 2 of the senior traffic commissioners statutory document number 3, it says:



"Only those persons who can fulfil the statutory requirements for having continuous and effective responsibility for the management of the transport operations of the business in so far as they relate to the carriage of goods or passengers (as defined below) can act as a transport manager. The transport manager retains legal responsibility regardless of whether their individual activities are delegated."

How to Find Us



Railside Training Centre

Brunel Way,
Briton Ferry,
SA11 2YR.

01792 587250



Llandarcy

Skills House,
Tank Farm Road,
Llandarcy,
SA10 6EN.

01792 587250

Our Accreditations



More info at cotstraining.co.uk/o-licence



COTS Training

Services Accepted by



Office of the
Traffic Commissioner

Assisting & Protecting Your Goods Operator Licence

About Commercial Operator Training Solutions Ltd

COTS Training was established in 2009 to provide a comprehensive and relevant set of courses to comply with the many sets of legislation that surround our working lives. Commercial Training is at the core of our business, working with some of Wales' largest organisations and with customers throughout the UK.

We are in our fourteenth year of trading, with a Head Office and large training and LGV test centre based in Llandarcy, SA10 6EN just off Junction 43 of the M4, and an established 3 acre NPORS approved Plant, Lifting & Construction training centre based in Briton Ferry.

Our centres offer a range of accredited training in the transport, logistics, industrial, construction, lifting and manufacturing sectors with the flexibility of delivery at our sites or our clients' premises.

Accreditations are held with CITB, CILT, ALLMI, PASMA, SQA, RTITB, City & Guilds, Highfield, NPORS, DVSA and JAUPT. Along with our own internal quality system, our awarding bodies regularly audit our training standards and processes, with feedback and audits showing strong adherence and high-quality delivery to each of the courses we deliver.

WWW cotstraining.co.uk

info@cotstraining.co.uk

01792 587250

Services we offer at COTS...

Operator Licence Applications or Major Variations

We provide a fixed fee application process to help guide you through all the stages of applying for an operator licence. This will be managed by one of our senior transport consultants.

Applying for an operator licence can be a relatively straight forward process if it is done right. There are plenty of stumbling blocks that, if not avoided, can delay the process drastically and could even cause the need for a public inquiry to determine the outcome of your application.

Our dedicated consultants can help you avoid these pitfalls and gain the licence you require in as pain free a way as possible.

Prices start at:

- **Restricted license – Consultation & Application £400 plus VAT**
- **Standard National – Consultation & Application £500 Plus VAT**
- **Standard International - Consultation & Application £500 Plus VAT**

Please note that these fixed price packages do not include the mandatory extra costs of:

- **Newspaper advert: £350-£600 dependant on local area**
- **Interim Licence - £68**
- **Traffic Commissioner Application fee: £257**
- **Traffic Commissioner Granting Of The License Fee: £401**

Compliance Audits:

Once you have obtained your operator license you are legally required to abide by your statutory undertakings, meaning you have to have effective and continuous management of your systems; as laid out in the senior traffic commissioners statutory guidance documents.

The way to give the Traffic Commissioner evidence that this is taking place is via an independent external compliance audit.

Our compliance audits conform with Traffic Commissioner standards, are fully independent, confidential and provide full visibility of your level of compliance with operator licensing.

The Red, Amber, Green approach we take helps you spot straight away any areas that need focus, Every audit is followed up with a comprehensive report with any recommendations required to rectify any shortcomings that are found.

All Audits are carried out by our expert team who are qualified and demonstrate significant experience and knowledge in the transport sector, particularly in transport and operational management. Upon booking, a structured consultation will take place, and a detailed list of requirements will be supplied ahead of the agreed date.

Areas covered in the audit:

- **Company formation & Operator Licence details**
- **Transport Manager Or Responsible Person**
- **Insurances**
- **Daily Walk Round Checks & Defect Reporting**
- **PMI's & Wheel Torques**
- **Maintenance Planning & Record Retention**
- **Vehicle Weights & Load Security**
- **Brake Tests & Prohibition History**
- **Maintenance Providers**
- **VOL System Access & OCRS Reports**
- **Driver Management & Tachograph Analysis**

Courses @ COTS

Certificate of Professional Competence for Transport Managers in Road Haulage

Operator Licence Awareness Training (OLAT)

Goods CPC Refresher

Driver CPC

For a full catalogue visit www.cotstraining.co.uk

We have 3 packages to choose from:

	Bronze £550 +VAT	Silver £850 +VAT	Gold Prices are dependent on operational requirements
Compliance Audit	✓	✓	✓
Full Audit Report	✓	✓	✓
Compliance Recommendations	✓	✓	✓
Bespoke Policies		✓	✓
Memory stick of government guidance documents		✓	✓
Bespoke training packages			✓
Drivers handbooks & DCPC			✓
Fleet management and tacho analysis software training			✓
VOL & OCRS training			✓