



Title of Report:	Review of Section 10B Bus Permit System
Committee Report Submitted To:	Environmental Services Committee
Date of Meeting:	8th November 2022
For Decision or For Information	For Decision

Linkage to Council Strategy (2021-25)	
Strategic Theme	Local Economy
Outcome	Provide a response
Lead Officer	Head of Health & Built Environment

Budgetary Considerations	
Cost of Proposal	N/A
Included in Current Year Estimates	N/A
Capital/Revenue	N/A
Code	N/A
Staffing Costs	N/A

Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	Yes/No	Date:
	EQIA Required and Completed:	Yes/No	Date:
Rural Needs Assessment (RNA)	Screening Completed	Yes/No	Date:
	RNA Required and Completed:	Yes/No	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	Yes/No	Date:
	DPIA Required and Completed:	Yes/No	Date:

1.0 Purpose of Report

1.1 The purpose of this report is to seek Councils views and comments on:

- how Council is operating the Section 10B bus permits system
- to confirm whether Council wishes to continue to be a designated body for this purpose

This follows correspondence from the Department for Infrastructure (Dfi). A copy of the letter from Dfi is provided at Appendix 1 to this report.

2.0 Background

- 2.1 The Department for Infrastructure is responsible for oversight and administration of the issue of permits to community groups and other community-based organisations who operate small buses as a service to the local community, rather than with a view to making profit.
- 2.2 The permits allow the vehicles to be used for passenger transport without the need to obtain a passenger vehicles operator's licence, which for-profit bus operators are required to have.
- 2.3 These permits are known as Section 10B permits, after that part of the 1967 Transport Act which makes provision for them.
- 2.4 In 1994 the Department for the Environment for Northern Ireland delegated the function of issuing these permits to a list of designated bodies which included District Councils.
- 2.5 Dfi are carrying out a review of the 10B permits system to ensure it remains fit for purpose and establish how it may be developed and improved. As part of this review Council has been asked to answer the questions in a proforma.
- 2.6 The proforma and suggested Council response is attached at Appendix 2.

3.0 Recommendation

It is recommended that Council endorses and submits this response.

Bus and Freight Policy Branch



Department for

Infrastructure

An Roinn

Bonneagair

Department for

Infrastructure

www.infrastructure-ni.gov.uk

Clarence Court
10-18 Adelaide Street
Belfast
BT2 8GB

Tel: 028 90 540063

Fax:

Your reference

Our reference:

17 September 2022

To: All Section 10B Designated Bodies
(see list in Annex 2)

Dear Sir or Madam

Section 10B bus permits – designated bodies

The Department for Infrastructure is responsible for oversight and administration of the issue of permits to community groups and other community-based organisations who operate small buses as a service to the local community, rather than with a view to making profit. The permits allow the vehicles to be used for passenger transport without the need to obtain a passenger vehicles operator's licence, which for-profit bus operators are required to have.

These permits are known as Section 10B permits, after that part of the 1967 Transport Act which makes provision for them.

In 1994 the Department for the Environment for Northern Ireland delegated the function of issuing these permits to a list of designated bodies, which was established in legislation¹. Apart from a minor amendment in 2000 which added several new designated bodies², this list has never been updated, and it is likely that it is now considerably out of date.

You have received this letter because your organisation is one of the designated bodies listed in the legislation.

¹ Bus Permits (Designated Bodies) (Northern Ireland) Order 1994

² Bus Permits (Designated Bodies) (Amendment) (Northern Ireland) Order 2000

The Department is aware that many of the designated bodies no longer issue 10B permits, and that some may no longer wish to be so designated. There may also be other bodies who could potentially be designated. Accordingly, we are carrying out a review of the 10B permits system to ensure that it remains fit for purpose, and to establish how it might be developed and improved to best suit the needs of both community transport providers and the greater community.

The first step of this process is to survey the current designated bodies to establish how they are operating the 10B permits system, and to confirm that they wish to continue to be designated bodies.

Once this has been completed, the Department will then consult with all interested bodies with a view to improving the processes and procedures around the issue of 10B permits to ensure that they will continue to properly support community transport needs.

Accordingly, I should be grateful if you could answer the questions in the proforma at Annex A, provide any comments or views you may have, and return the proforma to me at:

FreightandBusPolicy@infrastructure-ni.gov.uk

Alternately, the form can be returned in hard copy to the address to:

Richard Crawford
Bus and Freight Policy Branch
Clarence Court
10-18 Adelaide Street
Belfast
BT2 8GB

A full list of the designated bodies, as prescribed in the Bus Permits (Designated Bodies) (Northern Ireland) Order 1994, is included in Annex B to this letter.

Your responses will help to inform the development of policy around the section 10B permit system, and will enable the Department to find ways to improve how the 10B system operates. **Please note that the current review is only addressing the issue of vehicle permits, and does not address the qualifications required to drive a 10B permit bus.**

Please note that information provided in response to this letter, including personal information, may be subject to publication or disclosure in accordance with the Freedom of Information Act 2000 (FOIA) or the Environmental Information Regulations 2004.

If you want information that you provide to be treated as confidential, please be aware that, under the FOIA, there is a statutory Code of Practice with which public authorities must comply and which deals, amongst other things, with obligations of confidence.

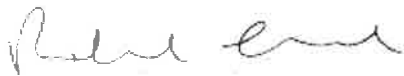
In view of this, it would be helpful if you could explain to us why you regard the information you have provided as confidential.

If we receive a request for disclosure of the information, we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Department.

The department will process your personal data in accordance with the Data Protection Act (DPA) and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties.

If you have any queries, or would like more information, please contact me at the address above.

Best regards,

A handwritten signature in black ink, appearing to read 'Richard Crawford', written in a cursive style.

Richard Crawford

Bus and Freight Policy Branch

Annex B

Bodies designated for the purposes of section 10B(6) of the Transport Act (Northern Ireland) 1967 as entitled to grant permits in relation to the use of a small bus.

See: *Bus Permits (Designated Bodies) (Northern Ireland) Order 1994 (SR 1994 No 22)* and *Bus Permits (Designated Bodies) (Amendment) (Northern Ireland) Order 2000 (SR 2000 No 327)*

	Designated body	Address	May issue permits to -
1.	The Education and Library Boards established under Article 3 of the Education and Libraries (Northern Ireland) Order 1986(a)		Schools or other bodies which enable the designated body to carry out its functions under said Order.
2.	The Health and Social Services Boards established under Article 16 of the Health and Personal Social Services (Northern Ireland) Order 1972(b)v		Voluntary organisations to whom the designated body may make grants under Article 71 of the said Order.
3.	District councils established under section 1 of the Local Government Act (Northern Ireland) 1972(c)		a) Bodies which are established to provide an educational, recreational, religious, social or welfare facility within the area of the council. (b) Bodies which operate wholly or mainly within the area of the council and whose primary purpose is to promote social welfare.
4.	Age concern NI	6 Lower Crescent BELFAST BT7 1NR	Bodies comprised in the designated body.
5.	Apostolic Church of NI	113 Gt Victoria Street Belfast BT2 7AH	Bodies which are members of the designated body
6.	Association of Local Authorities of NI	123 York Street Belfast BT15 1AB	Bodies which are members of or associated with the designated body
7.	Baptist Union of Ireland	117 Lisburn Road Belfast	Bodies which are comprised in or members of the designated body
8.	Barnardos	414 Antrim Road Belfast BT15 5GA	Bodies comprised in the designated body.
9.	The Boys Brigade in NI	14 May Street Belfast BT7 1HP	Bodies comprised in the designated body.
10.	British Red Cross Society	87 University Street Belfast BT7 1HP	Bodies comprised in the designated body.
11.	Childrens Project (NI)	301 Antrim Road Belfast BT15 2 HF	Bodies comprised in the designated body.
12.	Church of Ireland (Diocese of Armagh)	Church House 46 Abbey St Armagh	Bodies which are members of the designated body
13.	Church of Ireland (Diocese of Clogher)	The Rectory, Rossfad, ballinamallard	Bodies which are members of the designated body

14.	Church of Ireland (Diocesan Office for Down and Connor and Dromore)	12 Talbot St Belfast BT1 2LE	Bodies which are members of the designated body
15.	Church of Ireland (Diocese of Derry and Raphoe)	Diocesan Office, London St, Londonderry	Bodies which are members of the designated body
16.	Community Relations in Schools	412 Newtownards Road Bt4 1HH	Bodies comprised in the designated body.
17.	Corrymeela Community	Ballycastle BT54 6 QU	Bodies comprised in the designated body.
18.	DED Training and Employment Agency	Clarendon House Belfast BT2 8DJ	(a) Bodies comprised in the designated body. (b) Employment and Training bodies funded by the Agency
19.	Disability Action	2 Annadale Avenue BT7 3JR	Bodies which are comprised in or members of the designated body
20.	Extern Organisation	5-11 Verner St Belfast BT7 2AA	Bodies which are comprised in, members of or affiliated to the designated body
21.	Hunterhouse College	Belfast BT10 0LE	Bodies comprised in the designated body.
22.	Methodist Church in Ireland	1 Fountainville Avenue Belfast BT9 6AN	Bodies which are members of or associated with the designated body
23.	National Federation of Gateway Clubs	4 Annadale Avenue Belfast BT7 3JH	Bodies comprised in the designated body.
24.	NIACRO	169 Ormeau Road BT 7 1SQ	Bodies comprised in the designated body.
25.	PHAB (NI) Ltd	25 Alexander Gardens BT15 3LJ	Bodies affiliated to the designated body
26.	PANI	River House Belfast	Bodies which are comprised in or members of the designated body
27.	Presbyterian Church in Ireland	Church House, Fisherwick Place BT1 6DW	Bodies which are members of or associated with the designated body
28.	Free Presbyterian Church of Ulster	356 Ravenhill Road BT6	Bodies which are members of or associated with the designated body
29.	QUB	University Road Belfast BT7 1NN	Bodies comprised in the designated body.
30.	MENCAP	Segal House, 4 Annadale Avenue BT7 3JH	Bodies comprised in the designated body.
31.	RSPB	The Lodge, Sandy, Bedfordshire, SG19 2DL	Bodies consisting of members of the society established as branches of the society in accordance with the societies charter and statutes made thereunder.
32.	St John Ambulance	Erne, Purdysburn Hospital, BT8 8RA	Bodies comprised in the designated body.

33.	St Mary's College	191 Falls Road Belfast BT12 6FE	Bodies comprised in the designated body.
34.	Salvation Army	4 Curtis Street, Belfast BT1 2ND	Bodies comprised in the designated body.
35.	Save the Children	Popper House, 41 Wellington Park, Belfast, BT 9 6DN	Bodies comprised in, members of or affiliated to the designated body
36.	Scout Association NI	38 Dublin Road, BT2 7HN	Bodies which are members of the designated body
37.	Sports Council for NI	House of Sport, Upper Malone Road, BT9 5LA	Bodies comprised in and associated with the designated body
38.	Stranmillis College	Stranmillis Road, BT9 5DY	Bodies comprised in the designated body.
39.	Transport Training Services Ltd	15 Dundrod Road, Nutts Corner, Crumlin BT29 4SS	Bodies comprised in the designated body.
40.	The Ulster Temple	276 Ravenhill Road, Belfast BT6 8GJ	Bodies comprised in and associated with the designated body.
41.	University of Ulster Coleraine	Cromore Road Coleraine BT52 1SA	Bodies comprised in the designated body.
42.	University of Ulster Students Union Jordanstown	Shore Road Newtownabbey BT37 0QB	Bodies comprised in the designated body.
43.	YMCA Ireland	St George's Building 37/41 High St Belfast BT1 2AB	Bodies comprised in the designated body.
44.	Youth Action NI	Hampton, Glenmachan Park, Belfast BT4 2PJ	Bodies affiliated to the designated body
45.	Youth Hostel Association of NI	56 Bradbury Place Belfast BT7 1RU	Bodies comprised in the designated body.
46.	Youthnet	86 Lisburn Road Belfast BT9 6AF	Bodies which are members of the designated body
47.	The Air Training Corps	N.I. Wing HQ Depot Road Belfast Harbour Estate BELFAST BFPO 806	Bodies comprised in the designated body.
48.	Community Transport Association	Graham House Knockbracken Healthcare Park Saintfield Road BELFAST BT8 8BH	Bodies which are members of the designated body.
49.	The Guide Association	Lorne House Station Road Craigavad HOLYWOOD BT18 0BP	Bodies which are members of the designated body."

Appendix 2

Annex A

SECTION 10B BUS PERMITS -- DESIGNATED BODIES -- QUESTION AND RESPONSE PROFORMA

Name of Responding Organisation

Causeway Coast and Glens Borough Council.

Q1: Does your organisation have a process for the issuing of section 10B permits?

No.

Q2: When was the last time your organization issued a section 10B permit?
(please provide a date, if possible: if unknown, please let us know that, too)

Unknown.

Q3: Does your organisation wish to continue to be a designated body for the
issue of 10B permits?

**No – there is no demand on Council to issue these permits and the availability of
these permits from the Education and Health sectors plus the comprehensive list
of other designated bodies should suffice.**

Q4: How many section 10B permits has your organisation issued in the last
12 months?

Unknown.

Q5: Does your organisation regularly review or monitor the use of the 10B permits you have issued?

No.

Q6: Has your organisation ever granted a 10B permit to a named individual?

Unknown.

Q7: Has your organisation ever sought to revoke a 10B permit for any reason?

Unknown.

Q8: Please indicate which of the following best describes your organisation's main activities.

Other – Council Services

Q9: Please provide any other information which you feel might be relevant to any review of the issue of section 10B permits (continue on separate pages if required).

As per Q3 there is no demand on Council to issue these permits and the availability from other designated bodies should suffice. Therefore as per the accompanying letter consideration should be given to removing Council from the list of designated bodies entitled to grant section 10B permits in relation to the use of a small bus.