

Proposed Constitution Changes for BLOC AGM September 2023

- 1. Re-wording to reflect current route structure and to avoid including numbering of routes (which may change).**

2b) Updated Clause

“BLOC routes” shall mean those bus routes from Oxford or Abingdon to Culham as coordinated by BLOC, covering 5 routes from Oxford and 1 route from Abingdon.

- 2. Introduction of a mandatory consultation process for route changes following member feedback in 2022 during the route changes to support the Botley Road closure to ensure all members receive notice and the opportunity to comment on changes that affect them.**

2c) Inserted Clause

Any new routes requiring the hiring of an additional bus shall only be added following the completion of a consultation process with the BLOC membership and two thirds of the entire membership voting in favour.

2d) Inserted Clause

Any major route changes, involving more than two stops changing from one route to another route, shall only be made following the completion of a consultation process involving the routes concerned, and then two thirds of those members impacted voting in favour.

2e) Inserted Clause

All consultation processes for route changes defined in 2c) and 2d) shall follow the following format:

1. BLOC committee to propose a solution to concerns and publish to respective groups:
 - a. Major concerns to entire membership (2c)
 - b. Other changes to impacted buses (2d)
2. Respective Users will be given 7 days to consider proposals and provide feedback.
3. BLOC Committee to consider feedback and accordingly revise proposals in the best interest of the users impacted.
4. BLOC committee to publish updated proposals and allow a further 3 days for final feedback.

5. BLOC committee will hold a vote in accordance with 2c) or 2d) as applicable.

3. Included clause that membership will end if users have outstanding debt at the end of a term

3b) Updated clause

There shall be no form of election to membership; an individual person's membership shall cease when they no longer have any children travelling on the buses hired by the Association or remain in debt to BLOC by the end of any term.

4. Updated voting rules particularly to describe voting on route changes (previously this was alluded to in other clauses, but no reference was made as to how the vote was to take place). Moved all voting related terms to Section 7 of the constitution for clarity and simplified language. If the new clauses in 2) are not voted in, the reference to them will be dropped from this text, but other changes will remain. Removed chairperson's tie breaking vote.

- *3a) Updated clause - voting terms moved to new clauses in 7*

Membership of the Association shall be open to all parents and guardians of those pupils of the Europa School UK who travel to and from the school on buses hired by the association. Parents of pupils who are planning to use the buses may also attend meetings of the Association but not vote.

- *3d) deleted and replaced by new clauses in voting section*
- *7-) inserted clause - moved from 3d)*

Each member of BLOC shall be allowed one vote for each registered child (user) using a BLOC bus route. If more than one child, the vote may be split by parents/guardians/carers. For the sake of clarity, the same user vote may not be used by multiple parent/guardians/carers.

- *7-) inserted clause - moved from 3a)*

A member shall not be entitled to vote in any formal voting process of the Association unless the fares of their children have been paid up to date.

- *7a) Updated clause to include route change votes*

Membership votes may be called by the Committee for:

- Changes in the constitution (at an AGM/EGM)
- Election of committee members and other affairs (at an AGM/EGM)

- Bus route changes following a formal member consultation
- *7b) Updated clause to include route change votes and separate voting mechanism from voting results (7c)*

Method for voting shall depend on the purpose of the vote and those members expected to vote. As such, the Committee abide by the following:

- At AGMs / EGMs held in person a quorum must be present and the voting shall be conducted by show of hands by every member present
 - At AGMs/ EGMs held virtually, a quorum must be present and the voting shall be conducted digitally with those attending the meeting
 - A vote for route changes shall be conducted with all the impacted members as defined in 2c) and 2d) invited to vote online
- *7c) Inserted clause to describe outcome of votes*

Voting outcomes shall be determined as follows:

- Route changes shall be approved in accordance with sections 2c) and 2d)
- Committee officers shall be appointed by a simple majority
- Amendments to the constitution relating to sections 1, 2, 3, 4, 5, 7, and 8 shall be by a simple majority
- Amendments to the constitution relating to section 6 and 9 shall be by a 2/3rds majority of those present
- For any other matter, a simple majority will suffice to decide the result of the vote

5. Updated committee role names to reflect the fact that welfare is the responsibility of the school not the BLOC committee.

- *4b) Updated clause*

The officer roles shall be: Chairperson, Treasurer, Secretary, Registrar and the **Communications Officer**. The duties of each role will be clearly defined in writing by the committee and agreed at the AGM before the election. All duties may subsequently be delegated differently between the committee members, provided responsibilities are clearly defined and communicated to the users.

6. Included clause to require committee candidates to declare conflicts of interest, and simplified language.

- *4c) Updated clause*

The 5 officers shall be elected at the Annual General Meeting (AGM) from among the membership.

- Candidates will be accountable for all the duties defined in their role.
- Candidates or elected committee members must declare any conflict of interest that may interfere or even appear to interfere with the independent

exercise of good judgement in their role as a BLOC Committee member. A **conflict of interest** arises where a personal or financial interest in a matter which is the subject of an action or decision by the BLOC may reasonably be perceived to: (i) affect the individual's objectivity in carrying out their responsibilities and duties to BLOC; or (ii) represents an advantage or gain to individual or other persons with whom they are not able to distance their relationship. Where a conflict of interest is declared, the individual must withdraw from the committee unless the conflict can be mitigated within 7 days of the declaration or the committee becomes aware of the conflict of interest by other means.

- Candidates must attend the AGM, and this can be by virtual means where advanced notice and a reasonable justification is provided

7. Updated to reflect the new Terms and Conditions that cover BLOC operations, leaving the constitution to focus solely on the governance of BLOC

- 4n) *Updated clause*

The Committee must maintain clear and transparent terms of usage by members and their registered children for all buses hired by BLOC to be agreed to on registration.

This shall cover:

- Definitions and Interpretations
- Payments
- Cancellations and Changes
- Conduct and Usage of BLOC Bus Service
- General Matters

8. The committee is supposed to act in the best interests of BLOC, as defined by 1a) and 4j). We believe that this makes this clause redundant. In addition "Must" is a strong term that in principle places a significant burden on the committee to prove that any action is more efficient than any other possible action that could have been taken.

- 4m) *Deleted clause*
- 4j) *Updated clause*

The responsibilities of the officers shall be confined to the administration involved in the smooth running of an **efficient** bus service to carry pupils of the Europa School UK between the Schools and Oxford;

9. Re-organised all clauses related to committee member compensation into 4o)

- 4o) *Updated Clause*

Each Management Committee member shall be compensated for their efforts by

having the fare of one child remitted for each school term served. The one-child remittance compensation payments for the new Committee member will begin from the school term following the AGM (normally Spring Term) or EGM where they were elected, and cease at the end of the term in which they stand down.

- 4r) *Updated Clause - Moved terms about compensation to clause 4o)*

Elected terms of Committee members shall commence on 1st day after the AGM and shall continue until the next AGM and roles must be transitioned over by the previous Committee within one calendar month of the AGM.

10. Widen the scope of the clause to ensure service and management continuity of BLOC, requiring that the committee plan for this and avoid single points of failure.

- 4s) *Updated clause*

The Committee shall ensure effective continuity of BLOC services, for example (but not limited to) by keeping good records, ensuring that at least two committee members have access to bank accounts and all digital systems, having contingency plans and working swiftly to hand over knowledge.

11. Addition of financial reserve to cover late payments and as a contingency for the bus company going out of business and a new provider found at short notice (such as happened with Heyfordian and the Culham Bus Club in Summer 2024). Note that quotes received for alternative providers are close to double what we pay now, so a change in provider would be a big financial shock.

- 6g) *Inserted clause*

The Association shall maintain a financial reserve to cover at least one full month of bus service fees.

12. Included guidance on how any financial surplus should be used

- 6h) *Inserted clause*

Funds over the financial reserve should be used as follows: 80% to offset the following year's costs to reduce usage fees; and 20% kept in reserve to cover costs in case of non-payments by parents.

13. Clarified circumstances where committee members can be removed by a vote of no confidence: this can only be done where the committee member is at fault, not just for personal grievances!

- 4i) *Updated clause*

Committee members may pass a vote of no confidence in a committee member by a

two thirds majority where the member has not performed their duties or has omitted to participate in committee meetings, acted in way contrary to the best interests of BLOC and/or any member. If passed the member ceases to be part of the committee immediately and their duties are to be taken on by the rest of the committee until a new committee member is elected.