

RULES - MEMBERSHIP & SUBSCRIPTIONS FOR CONFEDERATION OF PASSENGER TRANSPORT UK LIMITED

EXISTING MEMBERS

1. Members of CPT at the date of adoption of these Rules shall continue to be members until their membership is terminated in accordance with them.

ELIGIBILITY OF MEMBERSHIP FOR CPT

2. Any organisation which supports the objects of CPT may be admitted as a member.
3. 'Organisation' includes a company or other body corporate, an unincorporated body of trustees, or a partnership.
4. An individual may only be admitted as a member if they are a sole trader or honorary member.

CLASSES OF MEMBERS

5. There shall be five classes of members:-
 - a. Operator - natural or legal persons who possess a full standard national or international licence issued by the Department for Transport, or an agency thereof, permitting the holder the right to operate vehicles.
 - b. Supplier - natural or legal persons who manufacture or supply vehicles, or who are primarily concerned with the business of supplying equipment, goods and/or services to the industry.
 - c. Affiliate - natural or legal persons concerned with or interested in the industry. These members shall have no right to vote a general meeting or to become directors.
 - d. Overseas - natural or legal persons engaged in the business of operating vehicles outside of the United Kingdom of Great Britain and Northern Ireland. These members shall have no right to vote a general meeting or to become directors.
 - e. Honorary - natural or legal persons who are or have been concerned with the industry and whom the company desires to honour. These members shall have no right to vote a general meeting or to become directors. The Board may allow an Honorary Member to be appointed President or Chairman, and in such instance, the Honorary Member holding those positions shall have the full voting rights associated with those positions.
6. Natural or legal persons can only hold one class of membership.
7. An operator wanting to become or remain a member shall be obliged to register all members of that operator member's Group as members also.

ADMISSION TO MEMBERSHIP

8. The Chief Executive shall have delegated authority to admit members if they:-
 - a. Are eligible for membership;
 - b. Complete the application form required and where it is part of a wider Group, include the necessary details for all other group companies;
 - c. Pay their initial subscription;

- d. Agree to adhere to the appropriate Member Code of Conduct.
- 9. The Chief Executive may:-
 - a. Require any applicant for membership to supply such additional information as they may reasonably require;
 - b. Refuse any application for membership, notifying the applicant that they may apply to the Membership Panel for it to be reconsidered;
 - c. Refer any application for membership to the Membership Panel on their own initiative.

EXCLUSION FROM MEMBERSHIP

- 10. Applications for membership may be refused on any of the following grounds:-
 - a) That the conduct of the applicant, at any time before the application, has been such that the reputation of CPT might be adversely affected by their membership;
 - b) That CPT believes that the applicant intends to use membership to undermine the organisation and its objectives.

TERMINATION OF MEMBERSHIP

- 11. A member shall cease to be a member:-
 - a. If they have not paid their subscription three months after it has fallen due, and the Chief Executive so determines;
 - b. If they cease to be eligible for membership;
 - c. If they resign in writing to the Chief Executive giving one month's notice;
 - d. If they go into liquidation or have a receiver or a manager appointed of its undertaking and assets or any part thereof;
 - e. If it appears to the Chief Executive that the conduct of a member, whether before or during membership, has been such that the reputation of CPT might be adversely affected by their continued membership, or that a complaint received under the Member Code of Conduct is serious enough, they may notify the member that they are minded to terminate their membership giving their reasons, and advising of escalation to the CPT Governance Committee and subsequently the Membership Panel. The member will be invited to make representations within 28 days.
 - i. If the member fails to respond within 28 days, the Chief Executive may terminate their membership.
 - ii. If the member responds, the Chief Executive shall consider any representations made and shall either accept them or refer the matter to the Membership Panel for determination.

MEMBERSHIP PANEL

- 12. A Membership Panel of the Board shall comprise any three non-executive directors selected by the Chair.
- 13. A Membership Panel shall be convened whenever necessary, and shall have delegated authority from the Board, to determine:-
 - a. Whether an applicant should be admitted to membership under Rule 8;

- b. Whether a member's membership should be terminated under Rule 11 or following recommendation by the Governance Committee as per the Member Code of Conduct.

REPRESENTATIVES OF MEMBERS

- 14. A member may be represented within CPT by any person connected with them who the Chief Executive considers appropriate.

MEMBERSHIP BENEFITS OF MEMBERS IN SUBSCRIPTION ARREARS

- 15. Notwithstanding that their membership may not have been terminated under Rule 11a, the Chief Executive may withhold any or all of the benefits of membership from a member at any time when their membership subscription has not been paid after the due date.

SUBSCRIPTIONS

- 16. Membership subscriptions are set for a calendar year and are due on 1 January of that year.
- 17. Members who are admitted after 1 January in a year shall pay a subscription for that year pro-rata to their period of membership. Members who are admitted on or after 1 September in a year shall pay a pro-rata subscription for the remainder of that year and for the whole of the following year at the time of admission.
- 18. No refund shall be due to a member if their membership is terminated for any reason during a year.
- 19. All subscriptions in these rules are exclusive of VAT, which will be charged in addition where required.
- 20. The subscription of operator members with fleets of over 1,500 vehicles shall be calculated based upon the July 23 Board agreed fee model.
 - a. Operator Members with fleets of over 1,500 vehicles acquiring other operator members will be charged in line with fleet size of that member with an applied 20% per vehicle discount.
- 21. The subscription of an operator member shall be calculated based upon the number of vehicles operated, as per the published fee schedule.
- 22. The subscription of a supplier member shall be determined by the turnover band into which they fall, as per the published fee schedule.
- 23. The subscription of an affiliate, associate and overseas members are as per the published fee schedule.