



Wharfedale District Scout Council

District Constitution

Alan Pratt

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District Commissioner

Mike Roberts

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District Chairman

Approved at AGM 28 June 2017

WHARFEDALE SCOUT DISTRICT CONSTITUTION

This constitution is based on the model constitution for a Scout District set out in the Policy Organisation and Rules of The Scout Association dated March 2017.

Variations from the model text are set in italics

a) WHARFEDALE DISTRICT SCOUT COUNCIL

- i) Wharfedale District Scout Council is the electoral body which supports Scouting in Wharfedale District. It is the body to which the District Executive Committee is accountable.
- ii) Membership of the District Scout Council is open to:
 -) Commissioners;
 -) District and Group Active Support Unit Managers;
 -) Scouters;
 -) Administrators;
 -) Section Assistants;
 -) Skills Instructors;
 -) Advisers;
 -) all Explorer Scouts;
 -) all members of the District Scout Network;
 -) *A representative of the Troop Leadership Forum, selected from amongst the membership of the Forum;*
 -) Members and Associate Members of the Movement registered in the Scout District and including Members of Wharfedale District Scout Active Support Unit(s);
 -) all parents of Explorer Scouts;
 -) persons elected or re-selected annually by the District Scout Council on the recommendation of the District Commissioner and the District Executive Committee;
 -) the County Commissioner and County Chairman are ex-officio members of the District Scout Council.
- iii) Membership of the District Scout Council ceases upon:
 -) the resignation of the member;
 -) the dissolution of the Council
 -) the termination of membership by Headquarters following a recommendation by the County Executive Committee
- iv) Wharfedale District Scout Council must hold an Annual General Meeting within six months of the financial year end to:
 -) receive and consider the Annual Report of the District Executive Committee, including the annual statement of accounts
 -) approve the District Commissioner's nomination of the District Chairman and nominated members of the District Executive Committee
 -) elect a District Secretary
 -) elect a District Treasurer
 -) elect certain members of the District Executive Committee
 -) elect Group or District Scouters to represent the District on the County Scout Council
 -) appoint an auditor or independent examiner or scrutineer as required

b) WHARFEDALE DISTRICT EXECUTIVE COMMITTEE

- i) Wharfedale District Executive Committee exists to support the District Commissioner in meeting the responsibilities of the appointment and to provide support for Scout Groups, Explorer Scout Units and any Scout Network in the District.
- ii) The District Executive Committee consists of:

Ex-officio members

-) the District Chairman;
-) the District Commissioner *and the Deputy District Commissioner(s);*
-) *the District Youth Commissioner(s)*
-) the District Secretary;
-) the District Treasurer;
-) the District Scout Network Leader;
-) the District Explorer Scout Commissioner

Elected members

-) persons elected at the District Annual General Meeting
-) *these to be up to six in number*

Nominated members

-) persons nominated by the District Commissioner
-) the nominations must be approved at the District AGM
-) persons nominated need not be members of the District Scout Council and their number must not exceed that of the elected members.

Co-opted members

-) persons co-opted annually by the District Executive Committee
-) *persons can be co-opted during the year subject to District Executive approval. Their position to be ratified at the next AGM*
-) the number of co-opted members must not exceed the number of members who may be elected

Right of Attendance

-) the County Commissioner and the County Chairman have the right of attendance.

Note

The district should have, as full voting members, at least two young people between the age of 18 and 25 years old.

- iii) Members of the Executive Committee must act collectively as charity Trustees of the Scout District, and in the best interests of its members. See section d below for the requirements of Trustees.
- iv) The District Executive Committee is responsible for :
 -) The Establishment of any sub-Committee and their Chairmen that it deems necessary. See section c) below for the requirements of sub-Committees.
 -) Appoint and manage the operation of an Appointments Advisory Committee, including appointing an Appointments Committee Chair to lead it.
 -) Compliance with the Policy, Organisation and Rules of The Scout Association
 -) Protect and maintain any property and equipment owned by and/or used by the District
 -) Manage the District finances.
 -) Provide insurance for people, property and equipment.
 -) Provide sufficient resources for Scouting to operate. This includes, but is not limited to, supporting recruitment, other adult support, and fundraising activities.

-) Promote and support the development of Scouting in the local area.
-) Manage and implement the Safety Policy locally
-) Ensure that a positive image of Scouting exists in the local community.
-) Ensure that Young People are meaningfully involved in decision making at all levels within the District
-) The opening, closure and amalgamation of Groups, Explorer Scout Units, Scout Network and Scout Active Support Units in the District as necessary.
-) Supervising the administration of Groups, particularly in relation to finance and the trusteeship of property.

v) The Executive Committee must also:

-) Appoint Administrators, Advisers, and Co-opted members of the Executive Committee
-) Approve the Annual Report and Annual Accounts after their examination by an appropriate auditor, independent examiner or scrutineer.
-) Present the Annual Report and Annual Accounts to the Scout Council at the Annual General Meeting; file a copy with the County Executive Committee; and if a registered charity, to submit them to the appropriate charity regulator. (See Rule 13.3)
-) Maintain confidentiality with regard to appropriate Executive Committee business.

c) **ADDITIONAL REQUIREMENTS OF SUB COMMITTEES**

-) The Chairs of sub-Committees are to be nominated by the District Executive Committee.
-) The District Commissioner, Deputy District Commissioner and the District Chairman will be ex-officio members of any sub-Committee of the District Executive Committee.

Membership of the sub committees:

- The Chair of each sub-committee is to be appointed by the Executive Committee and will normally be a member of the Executive Committee so as to provide regular feedback to and from the sub-committee.
- *The sub-committee Chair to nominate, for approval by the Executive, further members to be co-opted. These can be anyone on District Scout Council (which encompasses - all leaders, members, explorers, explorer parents etc) The sub-committee Chair should consider, prepare and agree membership and terms of reference with the Executive within six months of appointment.*
- Any fundraising committee must include at least two members of the District Executive Committee, in addition to the ex officio members.. No Section Leader or Assistant Leader should serve on such a fundraising sub-Committee.

d) **ADDITIONAL REQUIRMENTS FOR CHARITY TRUSTEES**

-) All members of the District Executive Committee are Charity Trustees of the Scout District
-) Only persons aged 18 and over may be full voting members of the District Executive Committee because of their status as Charity Trustees (however the views of young people in the District must be taken into consideration).
-) Certain people are disqualified from being Charity Trustees by virtue of the Charities Acts. (See rule 13.1)
-) Charity Trustees are responsible for ensuring compliance with all relevant legislation including the Data Protection Act.

Note: Wharfedale District is registered as a Charity, its number being 524827. The District Secretary must ensure that all statutory duties and obligations imposed by the Charities Acts are fulfilled. (see P.O.R. rule 13.3)

e) THE DISTRICT TEAM MEETING

-) The District Team, comprising the Explorer Scout Commissioner, Scout Network Commissioner, all Assistant, Deputy District Commissioners, District Youth Commissioners, District Scouters and District Scout Active Support Managers, and Group Scout Leaders meet as frequently as necessary under the chairmanship of the District Commissioner.
-) The purpose of the District Team Meeting is to:
 - [review the progress, standards and effectiveness of programmes of Groups, Explorer Scout Units and District Scout Network in the District;
 - [plan a programme of visits to Scout Groups, Explorer Scout Units and District Scout Network;
 - [give support and encouragement to Leaders;
 - [plan the support of adults undertaking Adult Training;
 - [plan any programme of District events deemed to be necessary to supplement Scouting in the Groups, Explorer Scout Units and District Scout Network;
 - [secure the support of District Scout Active Support Units in the work of the District;
 - [keep the District Executive Committee advised of the financial requirements of the training programme in the District, including Explorer Scout Units and District Scout Network;

f) CONDUCT OF MEETINGS IN WHARFEDALE SCOUT DISTRICT

- i. In meetings of the District Scout Council and the District Executive Committee only the members specified may vote.
- ii. Decisions are made by a majority of votes of those present at the meeting. In the event of an equal number of votes being cast on either side in any issue the chairman does not have a casting vote and the matter is taken not to have been carried.
- iii. *A quorum for meetings of the District Scout Council should be 20% of the membership.*
- iv. *A quorum for meetings of the District Executive Committee and its sub-Committees should be 50% of the membership, respectively.*

g) SUBCOMMITTEES OF THE EXECUTIVE

The following sub-committees may be established under section c) above:-

-) **Appointments Advisory Committee (this is compulsory)**
-) **Curly Hill Activity Centre & Campsite Sub-Committee**
-) **Reva Water Activity Centre Sub-Committee**
-) **District Explorer Scout Sub-Committee**
-) **Development Sub-Committee**
-) **District Awards Sub-Committee**
-) **Scout Active Service (Fellowship) Committee**

Further detailed requirements are specified in Rules 4.26 to 4.28. Regard should be had to these rules in the management of the District by the Council and Executive.

[Ends v agreed at AGM 28.6.17]