

CONSTITUTION OF THE FORTH REGIONAL SCOUT COUNCIL

PREAMBLE

Whereas:

- (a) **The Purpose of Scouting**
Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.
- (b) with effect from 1 April 2008 the support structure for Scouting in Scotland was changed from one based on 31 Area Scout Councils to one based on 8 Regional Scout Councils,
- (c) Clackmannan, Forth Valley and West Lothian Scout Councils have resolved to amalgamate, with effect from 1 April 2008, to form The Forth Regional Scout Council,
- (d) for practical reasons it has been agreed by each of these Area Scout Councils that, after changing its name and Constitution, Forth Valley Area Scout Council should become the said Regional Scout Council and the said Regional Scout Council is the successor to each of the Area Scout Councils referred to in (c) above,
- (e) the members of the said Regional Scout Council adopted the Constitution at their first meeting held on April 3rd 2008,
- (f) **Amendments to Preamble Section (a) and Section 3 (c) were subsequently agreed and adopted by the members of the Regional Scout Council at their Annual General Meeting held on 7th November 2013.**
- (g) **Amendments relating to a change of membership of the Regional Scout Council and to organisational names, in Sections 3 & 4, reflecting equivalent constitutional changes at Scouts Scotland, formerly as The Scottish Council The Scout Association, additionally including the renaming of Chairman roles to Chair, adopted by the members of the Regional Scout Council at their Annual General Meeting held on 4th November 2018.**

1. THE REGIONAL SCOUT COUNCIL

Forth Regional Scout Council (hereinafter referred to as “the RSC”) is responsible for overseeing and supporting Scouting in the local authority areas of Clackmannan, Falkirk, Stirling and West Lothian. It has a particular responsibility for supporting District Scout Councils in the Region in regard to development, recruitment, adult training and public relations. It is an autonomous body, affiliated to The Scout Association, and its affairs are managed by the Regional Executive Committee.

2. PRESIDENT AND VICE PRESIDENTS

The RSC may appoint a President and one or more Vice Presidents from time to time and for such periods as it may decide.

3. MEMBERSHIP OF THE REGIONAL SCOUT COUNCIL

Membership of the RSC shall consist of:

- a. the President and Vice Presidents (if any)
- b. all persons over the age of 18 years registered as a member of The Scout Association in Forth Region
- c. the Chief Commissioner of Scotland and the Chair of the Board of Scouts Scotland, and
- d. any persons elected or re-elected annually by the RSC on the recommendation of the Regional Commissioner and the Regional Executive Committee.

4. MEETINGS OF THE RSC

The RSC shall hold an Annual General Meeting as soon as practicable after the end of each financial year, and in any event within eight months of the end of each financial year.

At each Annual General Meeting the business shall be:

- a. to approve minutes of the previous Annual General Meeting and any subsequent Extraordinary General Meeting
- b. to receive, to consider and, if thought fit, to adopt the Annual Report of the Regional Executive Committee, including annual accounts and associated financial statements
- c. (if appropriate) to elect or re-elect a Regional President and/or Vice Presidents
- d. to receive and, if thought fit, to approve the Regional Commissioner's nomination of the Regional Chair, who shall not be a Scouter holding a Regional appointment in the Region
- e. to elect a Regional Treasurer and (unless it is a remunerated post) a Regional Secretary, neither of whom shall be a Scouter holding a Regional appointment in the Region
- f. to elect elected members of the Regional Executive Committee
- g. to receive and, if thought fit, to approve the Regional Commissioner's nominations of nominated members of the Regional Executive Committee
- h. to elect a nominated member and a nominated youth representative to serve on the Council of The Scout Association
- i. to appoint a suitably qualified auditor or independent examiner, as appropriate
- j. to receive a report from the Regional Commissioner, and
- k. to transact any other business which was specified in the agenda for the meeting either at the request of the Regional Executive Committee or by requisition signed by five members of the RSC and lodged with the Regional Secretary at least eight weeks prior to the meeting.

An Extraordinary Meeting of the RSC shall be called by the Regional Secretary within sixty days at the request of the Regional Executive Committee, or either the Regional **Chair** or the Regional Commissioner, or by requisition signed by ten members of the RSC. At Extraordinary Meetings, the business shall be limited to the purpose for which the meeting was called.

Notice of all meetings of the RSC, including a copy of the agenda, shall be issued to members of the RSC at least two weeks prior to the date of the meeting, either in paper form or electronically. Such notice may be given by including it in a newsletter or other publication which is circulated throughout the Region.

The President (if one has been appointed and if he or she is present and wishes to take the chair) shall preside at meetings of the RSC. Otherwise, the Regional **Chair** shall preside and, in his or her absence, the meeting shall elect a chairman from the members present.

5. REGIONAL EXECUTIVE COMMITTEE

The Regional Executive Committee shall be responsible to the RSC for managing the affairs of the RSC, for supporting the Regional Commissioner in meeting the responsibilities of his or her appointment and for providing support for Scout Districts, Groups, Explorer Scout Units and the Scout Network in the Region. It shall be specifically responsible for:

- a. promoting the development of Scouting in the Region and arranging for harmonious cooperation with other organisations
- b. acting on matters relating to the Region's finance and property
- c. appointing sub-committees and overseeing their operation
- d. appointing a Regional Secretary from time to time if it is a remunerated post, and for dealing with any staff matters
- e. supervising the administration of Districts, particularly in relation to finance and property matters
- f. attending to Regional administration, including matters relating to adult appointments, registrations and membership of The Scout Association
- g. complying with legislation applicable to Scottish charities
- h. approving an Annual Report, including annual accounts and associated financial statements, for submission to the Annual General Meeting of the RSC.

The Regional Executive Committee may enact and from time to time alter such Bylaws as it may consider appropriate for the regulation of its procedures and the powers and procedures of its sub-committees, provided that any changes in the Bylaws shall be reported to the next Annual General Meeting of the RSC.

The members of the Regional Executive Committee shall serve as charity trustees for the RSC, and in that capacity they shall have the fullest powers to administer and manage the RSC's affairs in furtherance of its charitable purposes provided that the

RSCs assets are to be applied solely for the purposes, management and administration of Scouting. In particular, but without limitation, the Regional Executive Committee shall have power, subject to appropriate disclosure in the next Annual Report, (i) to lend and to borrow, (ii) to invest widely, (iii) to raise funds by levying a subscription on members of the Association in the Region, (iv) to award grants, including grants to one or more of their number, (v) to engage one or more of their number or their relations, either directly or through an a connected company or firm, to provide on a commercial basis services which they are suitably qualified to provide, (vi) to grant honoraria, including honoraria to one or more of their number and (vii) to reimburse one or more of their number from the RSC's funds for all or part of any expenses reasonably incurred in the course of their duties.

6. MEMBERSHIP OF THE REGIONAL EXECUTIVE COMMITTEE

The Regional Executive Committee shall consist of:

Ex officio members: the Regional **Chair**, Regional Commissioner, Regional Secretary and Regional Treasurer

Elected members: not more than six members of the RSC elected annually at the Regional Annual General Meeting.

Nominated members: persons nominated annually by the Regional Commissioner and whose nominations are approved at the Regional Annual General Meeting, and

Co-opted members: not more than four persons co-opted annually by the Regional Executive Committee

provided that (a) at the time of their nomination, the number of nominated members must not exceed the number of elected members, (b) persons ineligible to be charity trustees may not serve on the Committee, (c) nominated members and co-opted members need not already be members of the RSC and (d) when considering the appointment of co-opted members, the Committee shall use its best endeavours, if necessary, to ensure that at least two members of the Committee are aged 18 years or over, but less than 25 years.

The Chief Commissioner of Scotland and the **Chair of the Board of Scouts Scotland** shall have the right of attendance at meetings of the Regional Executive Committee.

The Regional Executive Committee may fill casual vacancies in their number by interim appointment until the next Annual General Meeting of the RSC.

7. SUB-COMMITTEES

The Regional Executive Committee shall appoint an Appointments Advisory Sub-Committee and such other sub-committees as it decides. The Regional Executive Committee shall appoint the **chairs**, secretaries and members of all such sub-committees, who need not be members of the RSC or of the Regional Executive Committee. The Regional **Chair** and Regional Commissioner shall be ex officio members of all sub-committees.

The Appointments Advisory Sub-Committee shall be responsible to the Regional Executive Committee for carrying out the process of assessing the suitability of all adult applicants for Regional appointments, including District Commissioners, and for associated matters, including applications for change of appointment and the periodic review of existing appointments, all in accordance with the Rules of The Scout Association as applicable in Scotland.

The Regional Executive Committee shall set the terms of reference of any other sub-committees.

8. CONDUCT OF MEETINGS

At meetings of the RSC, a quorum shall consist of such number of members present in person as the RSC shall by resolution have determined. However, if a meeting of the RSC is not quorate, it shall be rearranged for a date, time and place decided by the Regional Executive Committee and the rearranged meeting shall proceed whether or not a quorum is present.

The quorum at meetings of the Regional Executive Committee and its sub-committees shall be prescribed in Bylaws..

If any member of the RSC, Regional Executive Committee or of any of its sub-committees holds a remunerated post in the Region, he or she shall not be entitled to vote at meetings.

Except in relation to proposed constitutional alterations, decisions at meetings of the RSC, the Regional Executive Committee and its sub-committees shall be determined by a simple majority of the votes cast in person by those entitled to vote. The chairman of the meeting shall not have a casting vote and, in the event of an equal number of votes being cast for and against a proposal, it shall be declared that the proposal has not been carried.

9. ALTERATIONS TO CONSTITUTION

No alterations shall be made to this Constitution except by resolution of the RSC at a meeting of the RSC at which at least two thirds of the votes cast in person by those entitled to vote are in favour of the change or changes. Particulars of the proposed change or changes must accompany the notice calling the meeting.