

# The Constitution of Ely Scout District

The following represents the established Constitution for Ely Scout District following the ideal constitution given in the Policy, Organisation and Rules (POR) of the Scout Association Rule 4.25.

	POR Reference
<b>1) Constitution</b>	
a) Wherever mentioned in this document, 'The District' and 'The Scout District' shall both mean Ely Scout District; 'The County' and 'The Scout County' shall both mean Cambridgeshire Scout County.	
b) All elected and constitutional bodies within the District should have, as full voting members, at least two young people between the age of 18 and 25 years old.	4.25(c)
c) This policy, as a matter of good practice, should also be applied to any ad hoc, short or long term working groups or committees.	4.25(d)
<b>2) The District Scout Council</b>	
a) The District Scout Council is the electoral body that supports Scouting in the District. It is the body to which the District Executive Committee is accountable.	4.25(e)(i)
b) Membership of the District Scout Council is open to:	4.25(e)(ii)
i) Commissioners;	
ii) Scouters;	
iii) Administrators;	
iv) Section Assistants;	
v) Skills Instructors;	
vi) Advisers;	
vii) All Explorer Scouts;	
viii) Chairmen of Troop Leadership Forums in the District;	
ix) Members and Associate Members of the Movement registered in the District and including Members of District Scout Fellowships;	
x) All parents of Explorer Scouts;	
xi) Persons elected or reelected annually by the District Scout Council on the recommendation of the District Commissioner and the District Executive Committee;	
xii) The County Commissioner and County Chairman are ex officio members of the District Scout Council.	
c) Membership of the District Scout Council ceases upon:	4.25(e)(iii)
i) The resignation of the member;	
ii) The dissolution of the Council;	

- iii) The termination of membership by Headquarters following a recommendation by the County Executive Committee.
- d) The District Scout Council must hold an Annual General Meeting within six months of the financial year-end to:
  - i) Receive and consider the Annual Report of the District Executive Committee, including the annual statement of accounts;
  - ii) Approve the District Commissioner's nomination of the District Chairman and nominated members of the District Executive Committee;
  - iii) Elect a District Secretary;
  - iv) Elect a District Treasurer;
  - v) Elect certain members of the District Executive Committee;
  - vi) Elect Group Scouters to represent the District on the County Scout Council;
  - vii) Appoint an auditor or independent examiner or scrutineer as required.

4.25(e)(iv)

### 3) The District Executive Committee

- a) The 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 District Scout Network in the District.
- b) The District Executive Committee consists of:
  - i) Ex-officio members
    - The District Chairman.
    - The District Commissioner.
    - The District Secretary.
    - The District Treasurer.
    - The District Scout Network Leader.
    - The District Explorer Scout Commissioner.
  - ii) Nominated members
    - Persons nominated by the District Commissioner.
    - The nominations must be approved at the District Annual General Meeting.
    - Persons nominated need not be members of the District Scout Council and their number must not exceed that of the elected members.

4.25(f)(i)

4.25(f)(ii)

<p>iii) Elected members</p> <ul style="list-style-type: none"> <li>• In addition to the District Secretary and District Treasurer, 4 persons elected at the District Annual General Meeting, each to serve for a period not exceeding three years, subject to re-election annually.</li> <li>• In addition to those listed above, 2 young people between the age of 18 and 25 years old elected at the District Annual General Meeting, each to serve for a period not exceeding three years, subject to re-election annually.</li> </ul> <p>iv) Co-opted members</p> <ul style="list-style-type: none"> <li>• Persons co-opted annually by the District Executive Committee.</li> <li>• The number of co-opted members must not exceed the number of members who may be elected.</li> </ul> <p>v) Right of Attendance</p> <ul style="list-style-type: none"> <li>• The County Commissioner and the County Chairman have the right of attendance at meetings of the District Executive Committee.</li> </ul>	
<p>c) The District Executive Committee may establish any sub-Committees that it deems necessary. Sub-Committees consist of members nominated by the Committee.</p>	<p>4.25(f)(iii)</p>
<p>d) The District Commissioner and the District Chairman will be ex officio members of any sub-Committee of the District Executive Committee.</p>	<p>4.25(f)(iv)</p>
<p>e) Any fund raising 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 fund raising sub-Committee.</p>	<p>4.25(f)(v)</p>
<p>f) The Scout District is an educational charity. Members of the District Executive Committee are the charity trustees of the District.</p>	<p>4.25(f)(vi)</p>
<p>g) Only persons aged 18 and over may be full voting members of the District Executive Committee because of their status as charity trustees.</p>	<p>4.25(f)(vii)</p>
<p>h) Certain people are disqualified from being charity trustees by virtue of the Charities Acts.</p>	<p>4.25(f)(viii)</p>
<p>i) Charity trustees are responsible for complying with all the legislation applicable to charities.</p>	<p>4.25(f)(ix)</p>
<p>j) Ely District Scout Council is registered as a charity (registration number 301094) and the District Executive Committee is required to make an annual return to the Charity Commission.</p>	<p>4.25(f)(x)</p>
<p>k) The District Executive Committee is responsible for:</p> <ul style="list-style-type: none"> <li>i) Promoting the development of Scouting in the District and arranging for harmonious co-operation with other organisations;</li> </ul>	<p>4.25(f)(xi)</p>

- ii) The raising of funds and the administration of the District's finance and property, including Explorer Scout Units and any District Scout Network, and oversight of subsequent issues;
- iii) Appointing a District Appointments Advisory Committee, Appointments Chair and Appointments Secretary as per POR: The Appointment Process;
- iv) Appointing other sub-Committees and their chairmen as the Committee may require;
- v) Supervising the administration of Groups, particularly in relation to finance and the trusteeship of property;
- vi) Attending to District administration, particularly:
  - Matters relating to Leader, Manager and Supporter appointments;
  - The appointment of Section Assistants and Skills Instructors, Administrators and Advisers;
  - Registrations, membership of the Movement, appointing an Assistant Secretary as Badge Secretary for the District;
  - The presentation of an Annual Report and annual statement of accounts to the Annual General Meeting of the District Scout Council.

#### 4) The District Appointments Advisory Committee

- a) The District Appointments Advisory Committee is a mandatory Committee of the District; and operates in accordance with *POR: The Appointment Process*; which provides the rules for the appointing of adults in Scouting. The rules form part of Policy, Organisation and Rules and must be adhered to.

POR: The Appointment Process

#### 5) The District Team Meeting

- a) The District Team, comprises of:
  - i) The District Explorer Scout Commissioner;
  - ii) All Assistant District Commissioners;
  - iii) District Scout Network Leader;
  - iv) District Scouters;
  - v) Chairman of District Scout Fellowships,
- b) The District Team meets as frequently as necessary under the chairmanship of the District Commissioner.
- c) The purpose of the District Team Meeting is to:
  - i) Review the progress, standards and effectiveness of programmes of Groups, Explorer Scout Units and any District Scout Network in the District.

4.25(h)(i)

4.25(h)(i)

4.25(h)(ii)

	POR Reference
<ul style="list-style-type: none"> <li>ii) Plan a programme of visits to Scout Groups, Explorer Scout Units and any District Scout Network.</li> <li>iii) Give support and encouragement to Leaders.</li> <li>iv) Plan the support of adults undertaking Adult Training.</li> <li>v) Plan any programme of District events deemed to be necessary to supplement Scouting in the Groups, Explorer Scout Units and any District Scout Network.</li> <li>vi) Secure the support of the Scout Fellowship in the work of the District.</li> <li>vii) Keep the District Executive Committee advised of the financial requirements of the training programme in the District, including Explorer Scout Units and any District Scout Network.</li> </ul>	
<p><b>6) Conduct of Meetings in the Scout District</b></p> <ul style="list-style-type: none"> <li>a) Only members as defined at paragraph 2.b. above may vote in meetings of the District Scout Council.</li> <li>b) Only members as defined at paragraph 3.b. above may vote in meetings of the District Executive Committee.</li> <li>c) Decisions are made by a majority of votes cast by those present at the meeting. In the event of an equal number of votes being cast on either side the chairman does not have a casting vote and the matter is taken not to have been carried.</li> <li>d) The quorum for meetings of the District Scout Council shall be not less than 10% of the eligible members and must include not less than three ex officio members of the Executive Committee including the District Commissioner or nominated representative.</li> <li>e) The quorum for meetings of the District Executive Committee shall be equivalent to half the number of members' in office and must include the District Commissioner or nominated representative and not less than two ex-officio members.</li> </ul>	<p>4.25(i)(i)</p> <p>4.25(i)(i)</p> <p>4.25(i)(ii)</p> <p>4.25(i)(iii)</p> <p>4.25(i)(iii)</p>
<p><b>7) Amendments to the District Constitution</b></p> <ul style="list-style-type: none"> <li>a) The District Constitution may only be amended by resolution of the District Scout Council.</li> </ul>	
<p><b>8) Policy, Organisation and Rules (POR) of the Scout Association</b></p> <ul style="list-style-type: none"> <li>a) Where any conflict arises between this constitution and the Policy, Organisation and Rules (POR) of the Scout Association, POR shall have precedence.</li> </ul>	

This constitution was adopted at the Annual General Meeting of the Ely District Scout Council on 5<sup>th</sup> June 2009