



Durham Scout County  
**County Scout Council and County Executive Committee Membership,  
Meetings and Operation**  
March 2017

*The following definition of the Constitution of Durham Scout County is based on and should be read in conjunction with the model constitution within the Policy, Organisation and Rules of the Scout Association dated March 2017, and was adopted by the County Scout Council at the March 2017 meeting of the County Scout Council.*

*This replaces all previous versions of the Durham Scout County Constitution.*

In order to clarify and document the constitution of the Durham Scout County Scout Council and County Executive Committee, this document defines the processes whereby:

- Scout Districts elect members to the County Scout Council
- Members of the County Scout Council are elected to the County Executive Committee

It also defines the operation of meetings, decision making and actions of both the Scout County Scout Council and County Executive Committee.

### **Election to County Scout Council**

The County Scout Council is constituted in accordance with the Policy, Organisation and Rules (POR) of the Scout Association, specifically Rule 4.25 e iv and Rule 5.16 e.

For clarity, at their Annual General Meetings, ***District Scout Councils are encouraged to nominate and elect three appointed members of the Scout District<sup>1</sup> to the County Scout Council*** in accordance Rule 4.25 e iv.

Districts are also encouraged to elect to the County Scout Council (see POR Rule 5.16 e):

- One Explorer Scout per District, nominated and elected at the annual District Explorer Scout Forum
- One Scout Network member, nominated and elected at the annual District Scout Network Conference (for *District* Scout Networks only)

### **Membership of the County Scout Council**

Membership of the County Scout Council is constituted per POR Rule 5.16 e. including

- Up to six persons recommended by the County Commissioner in consultation with the County Chairman
- One member from each County Scout Active Support Unit, nominated by the relevant County Scout Active Support Unit
- Three Scouters per District, elected as described above.
- One Explorer Scout per District, elected as described above
- One District Scout Network member per District, elected as described above

### **Meetings of the County Scout Council**

The County Scout Council meets twice per year as follows:

- At the Annual General Meeting of the County Scout Council, per POR 5.16 e iv,
- At an additional meeting to receive interim updates from the County Executive Committee and to provide feedback to the County Executive Committee from the County membership.

Attendance at both of these meetings is also open to all members of the Scout County, but only members of the County Scout Council may vote, per POR 5.16 h

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<sup>1</sup> Note that while POR requires Districts to “elect Group Scouters to represent the District on the County Scout Council” this excludes Leaders from the Explorer Scout section, District Scouters and Commissioners. To include these members, Durham Scout County will therefore allow any appointed or lay members of the District to be elected to the County Scout Council.



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### **Membership of the County Executive Committee**

Membership of the County Executive Committee is constituted per Rule 5.16 f. including the following elected, nominated and co-opted members:

- Six members of County Scout Council elected at the County Annual General Meeting. Note that
  - o Members of Districts elected to the County Scout Council are eligible to be elected to the County Executive Committee, but if elected represent and are responsible to the full membership of the Scout County and not just their home District
  - o Any Explorer Scouts elected to the County Executive do not hold full voting rights (see POR 5.16 f)
- Up to six persons nominated by the County Commissioner in consultation with the County Chairman, and approved at the County Annual General Meeting
- Up to six persons co-opted annually by the County Executive Committee (no approval at the County Annual General Meeting is required)

### **Quorum of the County Scout Council and County Executive Committee**

The quorum for meetings of the County Scout Council will be ten members. Matters will be decided by a majority (i.e. at least half) of those in attendance.

The quorum of the County Executive Committee and sub-committees will be a majority i.e. at least half of the membership of the Committee or sub-committee in attendance. Matters will be decided by a majority (i.e. at least half) of those in attendance

### **Conduct of the County Executive Committee**

Decision making of the County Executive Committee may be in meetings (including remote attendance via teleconference or webconference), via e-mail approval of recommendations or via delegated authority.

- Decisions requiring the representation of different views should be made after discussion during meetings of the Executive Committee. Extraordinary meetings may be called to discuss and decide on urgent matters. Where a vote is required, a majority of votes of those present will carry the decision per POR 5.16 h.
- Simple decisions may be made between meetings via e-mail. E-mails should be brief and set out a clear recommendation which is approved or rejected by a majority of respondents. Should any member of the Executive Committee wish to discuss the matter further, the decision will be deferred to a meeting of the Executive Committee (an extraordinary meeting may be called).
- Where a matter cannot be decided at a meeting of the Executive Committee i.e. due to lack of complete information, the authority to make a decision may be delegated to those members of the Executive Committee as decided at the meeting. Authority will usually be delegated to more than one member of the Executive Committee. Members with delegated decision making authority on any matter will then have the authority to make a decision on behalf of the full Executive Committee.

Members of the Executive Committee may be delegated to act on behalf of the Executive Committee on defined matters. This may be via sub-committee (see POR 5.16 iv f ii and iv) or to address specific topics. Delegated actions are taken with the authority of the Executive Committee. The scope of any delegated actions should be clearly agreed by the Executive Committee at the time when such actions are delegated and regular updates on actions taken should be provided to the full Executive Committee.

The above notwithstanding, the County Commissioner has the right to act in all matters as defined in POR 5.35 a. The County Commissioner may also may act on behalf of the Executive Committee in all urgent matters where it is not possible to consult with the membership of the Executive Committee (usually in consultation with the County Chairman where possible).