

# The County Executive Committee

A summary of its role, its members and the process for being elected as one of those members

## How do I stand for election?

- To stand for election you must be:
  - Aged 18+ on 16<sup>th</sup> June 2017 (Nominations Deadline).
  - A current member or associate member of The Scout Association.
  - A member of the County Scout Council.
  - Supported in writing by two members of the County Scout Council.
  - Not disqualified from being a charity trustee by virtue of the Charities Act.
- You need to find two supporters (a 'proposer' and a 'seconder') who must both be members of the County Scout Council. The list of role holders that make up the County Scout Council can be found in appendix 1. If you need any help to contact relevant Council members please ask the County Secretary to assist you.
- After you have found a suitable proposer and seconder please complete a Candidate Information Form, found in appendix 2. The information you give on the Candidate Information Form will be used we ask County Scout Council Members to decide who to vote for. Please note that we can't correct any spelling mistakes or other errors you might have made.<sup>1</sup>
- Your Candidate Information Form must be submitted no later than 23.59, Friday 16<sup>th</sup> June 2017.

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<sup>1</sup> We reserve the right to decline to publish submitted wording in exceptional cases: e.g. where the wording is or may be libellous. The decision of the County Chair in any such case will be final.



## What happens next?

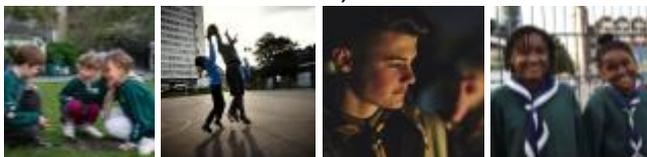
- We will let you know as soon as we have a completed nomination for you. We will also ask if you would like to attend the AGM, at which the election results will be announced – although you don't have to attend if you don't want to.
- We will publish your name, along with the answers on your Candidate Information Form and your proposer's and seconder's name in our County Executive Committee Voting pack that will be delivered to members of the County Scout Council on or around 24<sup>th</sup> June 2017.
- We will ask County Scout Council Members to vote (unless there are only five validly nominated Exec Member Candidates and one validly nominated Candidates for Secretary and Treasurer, in which case the candidates will be taken as elected unopposed). We will also send you a copy of the County Executive Committee Voting Pack so that you can see your entry and also the entries of all other candidates.
- We will announce the names of those elected at the AGM on Saturday 15<sup>th</sup> July 2017.<sup>2</sup>

## Need more information?

- For more information about being a trustee general, the Charity Commission's The Essential Trustees: What you need to know, what you need to do is a good start. There is also How to win roles and influence Scouting – aimed particularly at potential elected youth members but with some good pointers for all.
- And of course, if you have any questions about the Trustee role or the election process, please contact a member of the current County Executive Committee.

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<sup>2</sup> We don't announce the number of votes cast for each candidate – but this information is available to all candidates, and all Council members, on request to the County Chair.



### The County Executive Committee<sup>3</sup>

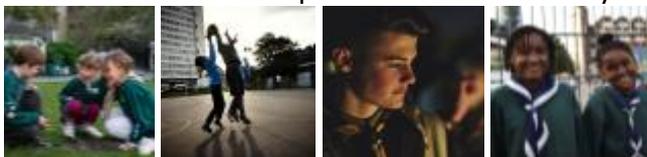
- i. The Executive Committee exists to support the County Commissioner in meeting the responsibilities of their appointment.
- ii. Members of the Executive Committee must act collectively as charity Trustees of the Scout County, and in the best interests of its
  - ⌚ Comply with the Policy, Organisation and Rules of The Scout Association
  - ⌚ Protect and maintain any property and equipment owned by and/or used by the County
  - ⌚ Manage the County 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.
  - ⌚ Appoint and manage the operation of any sub-Committees, including appointing Chairmen to lead the sub-committees.
  - ⌚ Ensure that Young People are meaningfully involved in decision making at all levels within the County
- The opening, closure and amalgamation of Districts, the County Scout Network and Scout Active Support Units in the County as necessary
- ⌚ Appoint and manage the operation of an Appointments Advisory Committee, including appointing an Appointments Committee Chair to lead it.

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.

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<sup>3</sup> POR March 2017 Chapter 5 The Scout County





- 🕒 Present the Annual Report and Annual Accounts to the Scout Council at the Annual General Meeting; file a copy with National Headquarters and if a registered charity, to submit them to the appropriate charity regulator. (See Rule 13.3) The Executive Committee must also:
- 🕒 Maintain confidentiality with regard to appropriate Executive Committee business.
- 🕒 Where staff are employed, act as a responsible employer in accordance with Scouting's values and relevant legislation.
- 🕒 Ensure line management responsibilities for employed staff are clearly established and communicated.

## Who are the members of the County Executive Committee?

The County Executive Committee consists of:

### Ex-officio members

- County Chair
- County Commissioner
- County Youth Commissioner
- County Secretary
- County Treasurer

### Elected members

- Five members of the County Scout Council elected at the Annual General Meeting.

### Nominated members

- Persons nominated by the County Commissioner in consultation with the County Chair.
- The nominations must be approved at the County Annual General Meeting.
- Persons nominated need not be members of the County Scout Council and their number must not exceed that of the elected members.

### Co-opted members

- Persons co-opted annually by the County Executive Committee.
- The number of co-opted members must not exceed the number of members who may be elected.



**LIFE CHANGING ADVENTURE**



## **Right of Attendance**

- The Regional Commissioner

## **Invited to attend**

- The County's Nominated Member on the Council of the Scout Association.
- The County's Nominated Youth Representative on the Council of the Scout Association, if not already a member of the Executive Committee.
- Regional Development Manager.

## **Additional Requirements for Charity Trustees:**

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



**LIFE CHANGING ADVENTURE**