

Gasóga na hÉireann Scouting Ireland

RULES

[SID 1/03]
NATIONAL SECRETARY
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GENERAL

Uniform

1. The uniform of Scouting Ireland is determined by the National Council on the recommendation of the National Management Committee.

Mottos

2. The National Management Committee may authorise the use of additional mottoes in the Youth Programme produced by Scouting Ireland.

Emblem

3. The Emblem of Scouting Ireland is determined by the National Council on the recommendation of the National Management Committee. Voting on the emblem shall be conducted by proportional representation.
4. The Emblem of Scouting Ireland may be used as follows:
 - a. On official Letter headed paper of Scouting Ireland
 - b. On the uniform of Scouting Ireland
 - c. On membership badges of Scouting Ireland
 - d. On any publication of Scouting Ireland
 - e. With the written permission of the National Secretary

Flag

5. The Flag of Scouting Ireland is determined by the National Council on the recommendation of the National Management Committee.
6. The Flag of Scouting Ireland may be used as follows:
 - a. By any Scout Group , Scout County or Scout Province at any meeting, camp or activity of Scouting Ireland;
 - b. On other occasions authorised by the National Management Committee.
7. National Flags of all countries shall be respected and when used by members of Scouting Ireland should be accorded due honour and used in accordance with correct protocol.
8. Any flag designed for use by a Scout Group is subject to the approval of the Scout County Management Committee. Any flag designed for use by a Scout County is subject to the approval of the Scout County Management Committee.

The Scout Sign

9. The thumb on the nail of the little finger of the right hand, the other three fingers joined and extended palm to the front is the Scout Sign.
10. The Scout Sign is primarily used by a Scout or a Scouter in uniform during the making of the Scout Promise.

The Scout Salute

11. The Scout Salute is made by holding the fingers of the right hand as for the Scout Sign, bringing your hand smartly to your forehead, followed immediately by bringing it straight down to your side. Scouts and Scouters give the Scout Salute on the following occasions:
 - a. As a greeting to other Scouts and Scouters;
 - b. As a greeting to members of other Scout and Guide associations;
 - c. On public occasions when a National Flag is raised or when a National Anthem is played;
 - d. When called to alert by a Scouter who salutes.

The Scout Handshake

12. Scouts and Scouters use the left handshake as a greeting to other Scouts and Scouters.

APPOINTMENTS

13. [Deleted 17th October 2004]
14. The National Council determines the age limit for a youth member of Scouting Ireland
15. An individual makes an application to be a youth member of Scouting Ireland by presenting him/herself to a Group Scouter or completing the appropriate application form and giving same to a Group Scouter. The Group Scouter takes the necessary details and if the application is successful adds the details to the Register maintained by the Scout Group.
16. The Group Leader forwards new additions to the Group Register of members to the National Secretary in accordance with the procedures set down by the National Management Committee.
17. [Deleted 17th October 2004].
18. An individual makes an application to be an adult member of Scouting Ireland in accordance with the procedure approved by the National Management Committee.
19. The general minimum age requirement for an Appointment in Scouting Ireland is 18 years. The age requirement for the Programme Scouter Appointment must be greater than the maximum age for youth members in the relevant Programme Section.
20. The title of Honorary Membership is conferred in special recognition of the patronage, encouragement and support of an individual to Scouting Ireland.
- 20A. An applicant for an Appointment must make a commitment to Training as set out in the Policies of Scouting Ireland as adopted by the National Management Committee.

21. The Appointments of Scouting Ireland are:

Scout Group:	Group Scouter: Programme Scouters Group Leader Deputy Group Leader Group Spiritual/Religious Advisor/Chaplain Group Quartermaster / Bo'sun Group Trainer
Scout County	County Commissioner County Spiritual/Religious Advisor/Chaplain County Programme Co-ordinator County Training Co-ordinator
Scout Province:	Provincial Commissioner Provincial Training Co-ordinator Provincial International Co-ordinator
National:	Programme Commissioner Training Commissioner International Commissioner Communications Commissioner Camp / Scout Centre Manager National Secretary National Treasurer Chief Commissioner (Adult Resources) Chief Commissioner (Youth Programme) Chief Scout

22. A Position in Scouting Ireland includes every office or post in Scouting Ireland other than an Appointment.

23. A member registers each year by completing or being included in a Registration Form and forwarding the form with membership fees to the National Secretary.

24. Notwithstanding the specific provisions in these Rules all Appointments and/or Positions within Scouting Ireland may be cancelled, withdrawn or suspended by the National Management Committee but excluding from its membership for such decision, the National Secretary (or the Chief Scout where the Appointment for consideration is that of the National Secretary).

Termination of Membership

25. Membership of Scouting Ireland may be terminated

- By expulsion
- By resignation
- By non-payment of membership fee
- By failure to register as a member annually

26. The grounds for cancellation, withdrawal or suspension of an Appointment include, *inter alia*, where the holder of the Appointment fails to render satisfactory service to Scouting Ireland or becomes unfit to have charge of youth members.

27. An individual may be expelled from membership of Scouting Ireland on the grounds of misconduct or acts not in accordance with the Scout Promise or breach of any terms or conditions attaching to membership of Scouting Ireland. Expulsion should be by notice in writing to that member and served personally or to the last known postal address of the member. The notice should be signed on behalf of the National Management Committee.

Right to Appeal

28. Any member dissatisfied with a decision made to cancel, withdraw or suspend his or her Appointment or Position in Scouting Ireland or terminate his or her membership of Scouting Ireland may appeal such cancellation, withdrawal, suspension or termination, in writing to the National Secretary or in the case where the National Secretary is the appellant the Chief Scout within 21 days of notification of such cancellation, withdrawal, suspension or termination. The National Secretary will appoint an Appeals Committee consisting of a County Commissioner and two other members of Scouting Ireland, one nominated by the appellant, the other nominated by the National Secretary. No member of the Appeals Committee should have a direct connection with the appellant. Such an Appeals Committee will not later than 21 days after its appointment commence such proceedings, as it deems necessary to allow it conduct such an appeal. The decisions of the Appeals Committee shall be final.

DISPUTES & ARBITRATION

Disputes

29. In the event of a dispute, every effort shall be made to settle the matter locally or by reference to the next level of organisation. The dispute should be brought to the attention of the Group Leader or to the appropriate Commissioner. In the event of a failure to reach a resolution the matter shall be referred to the National Management Committee.

Arbitration

30. After all procedures set out in these Rules for resolving disputes and differences have been exhausted, all disputes and differences whatsoever arising out of or in connection with the Constitution and Rules of Scouting Ireland are subject to the arbitration of a single Arbitrator who, failing agreement, shall be appointed by the President or Vice-President for the time being of the Chartered Institute of Arbitrators under the rules of the Irish Branch of the said Institute. Each party shall bear its own costs and the costs of the Arbitrator shall be borne by the parties equally. In relation to all matters referred to arbitration under this Rule the right to appeal is hereby excluded.

ORGANISATION – LOCAL LEVEL

The Scout Group

First Registration of a Scout Group

31. A Scout Group must be registered before it commences Scouting.
32. An application for first registration is made by a member on behalf of the proposed Scout Group Council to the County Commissioner.
33. The County Commissioner may accept the application subject to the policies set down by the National Management Committee including the undertaking of the appropriate Leader Training, as the County Commissioner deems appropriate.
34. The County Commissioner may make temporary Group Appointments as required. Such temporary Group Appointments are, when issued, valid for a maximum period of three months and expire once the holder's application for a Group Appointment is approved.
35. Members holding temporary Group Appointments may form the Scout Group Council and be members of the Scout Group Council while they hold such temporary Group Appointments.

First Registration of a Programme Section

36. Each Programme Section must be registered before it commences Scouting.
37. The Scout Group Council makes an application for the first registration of a Programme Section to the County Commissioner.
38. No application for the first registration of a Programme Section will be accepted unless the application fulfils the conditions required for application and is made by a Group Scouter on behalf of the Scout Group Council or, by a member of Scouting Ireland holding a temporary Group Appointment on behalf of the Scout Group Council.

Annual Registration of a Scout Group and its Programme Section(s)

39. A Scout Group registers each year by completing the annual registration Form and forwarding same together with the appropriate registration fees to the National Secretary.

Closure of a Scout Group

40. In the event that a Scout Group is unable to continue in operation or where the Scout Group materially contravenes the Constitution or Rules of Scouting Ireland the National management Committee may close the Scout Group.

Closure of a Programme Section

41. The Group Leader or, in the absence of a Group Leader, the Scout Group Council must notify the County Commissioner of the closure of a Programme Section.

The Scout Group Council

42. The Scout Group Council is responsible for the administration and support of Scouting in the Scout Group.
43. The Scout Group Council shall hold an Annual General Meeting.
44. The Scout Group Council shall meet at least four times a year including the Annual General Meeting of the Scout Group Council.
45. The functions of the Scout Group Council are, inter alia:
 - a. To plan and co-ordinate all activities of the Scout Group.
 - b. To control and allocate finance and maintain proper accounts.
 - c. To ensure that the Programme Sections operate the Youth Programme in accordance with the Aim, Principles and Method of Scouting Ireland.
 - d. To implement the Youth Participation Policy of Scouting Ireland.
 - e. To provide support to the Group Scouters in the delivery of the Youth Programme within the Programme Section.
 - f. To consider and approve nominations and proposals for submission to the Scout County Board, the Scout County Management Committee and the National Council, as appropriate.
 - g. To facilitate the training of all Group Scouters.
 - h. To recruit suitable individuals to membership of Scouting Ireland and make nominations for appointment as Group Scouters.
 - i. To form a Parents & Friends Support Group.
 - j. To co-ordinate a social programme for adult members as desired.

The Annual General Meeting of the Scout Group Council

46. The Agenda for the Annual General Meeting of the Scout Group Council shall include the following:
 - a. The approval of the report of the Group Leader.
 - b. The approval of the report of the Group Secretary.
 - c. The approval of the accounts prepared by the Group Treasurer.
 - d. The approval of the report of the Group Quartermaster / Bo'sun.
 - e. The appointment of the Group Chairperson, Group Secretary, Group Treasurer, the Group Spiritual/Religious Advisor/Chaplain and the Group Quartermaster / Bo'sun.
 - f. When necessary the nomination of the Group Leader and the Deputy Group Leader(s).

Meetings of the Scout Group Council

47. The Scout Group Council will agree a set of Standing Orders.

48. Every member of the Scout Group Council shall have one vote. The chairperson holds a casting vote.

Membership of the Scout Group Council

49. The members of the Scout Group Council shall include:

- a. The Group Leader;
- b. Deputy Group Leader(s);
- c. Up to three Programme Scouters from the Beaver Scouts, Cub Scouts, Scouts, Venture Scouts and three members elected by the Rover Scouts;
- d. The Group Chairperson;
- e. The Group Secretary;
- f. The Group Treasurer;
- g. Group Spiritual/Religious Advisors/Chaplains;
- h. The Group Quartermaster / Bo'sun;
- i. Up to three other members of Scouting Ireland co-opted by the Group Council annually for purposes agreed by the Scout Group Council;
- j. Up to three other representatives of the Parents & Friends Support Group, who are members of Scouting Ireland, subject to the approval of the Scout Group Council.
- k. The Group Trainer.
- l. A representative from each Scout Court of Honour/Patrol Leaders Council/Watch Leaders Council from Youth Programme 3.
- m. A representative of the Executive Committee from Section 4.

Group Scouters may attend meetings of the Scout Group Council.

Other persons may attend meetings of the Scout Group Council subject to the approval of the Scout Group Council.

Group Scouters

50. The following individual Appointments are collectively known as Group Scouters:

- a. The Group Leader;
- b. Deputy Group Leader;
- c. Programme Scouter.
- d. Group Trainer

The Group Leader

51. The Group Leader is a Scouter nominated by the Scout Group Council, recommended by the County Commissioner and appointed by the Chief Commissioner (Adult Resources).

52. The Group Leader is appointed for a term of three years and is eligible for re-appointment for a further three-year term and subsequent one-year

terms subject to the approval of the Scout Group Council and the County Commissioner.

53. The Appointment of Group Leader may be cancelled, withdrawn or suspended by the Chief Commissioner (Adult Resources) on the recommendation of the Scout Group Council or the County Commissioner.
54. The duties and functions of the Group Leader include:
- a. To ensure that the Scout Group Council, the Programme Sections and the Group meets its responsibilities to Scouting in the community;
 - b. To manage the Group resources;
 - c. To ensure that the Group meets its responsibilities to Scouting Ireland and carries out its functions as set out in these Rules and in accordance with the Constitution;
 - d. To represent the Scout Group Council at meetings of the Scout County Management Committee;
 - e. To co-ordinate and support the Youth Programme in operation by the Programme sections to achieve a continuity in the youth programme offered by the Scout Group;
 - f. To approve the nomination by the Scout Group Council of Programme Scouters for appointment by the County Commissioner.

The Deputy Group Leader

55. Deputy Group Leader(s) may be nominated by the Scout Group Council, recommended by the County Commissioner and appointed by the Chief Commissioner (Adult Resources).
56. The Deputy Group Leader holds his/her Appointment concurrently with the Group Leader in office at the time of Appointment.
57. The Deputy Group Leader assists a Group Leader in carrying out the duties and functions of a Group Leader in addition to any other duties and functions as directed by the Scout Group Council.
- 57A. The Group Trainer holds his/her Appointment concurrently with the Group Leader in office at the time of Appointment.

Programme Scouters

58. Programme Scouters are Scouters nominated by the Scout Group Council, approved by the Group Leader and the County Commissioners, and appointed by the Chief Commissioner Adult Resources.
59. The name of the part of the Youth Programme, which the Scouter delivers, will appear on the Appointment.
60. Any change of Appointment of a Group Scouter from one Programme Section to another or from the role of Deputy Group Leader or Group Trainer is subject to the approval of the Group Leader.

61. The County Commissioner may cancel, withdraw or suspend the Appointment of Programme Scouter from a Scouter either on the recommendation of the Group Leader or otherwise.

The Group Chairperson, Group Secretary, Group Treasurer and the Group Quartermaster / Bo'sun

62. The Scout Group Council appoints the Group Chairperson, the Group Secretary, the Group Treasurer, the Group Quartermaster / Group Bo'sun.
63. The Group Secretary is the Secretary of the Scout Group and inter alia has the following duties:
- a. To keep a register of all members of the Scout Group and ensures that the Scout Group and its members are registered with Scouting Ireland
 - b. To record decisions made by the Scout Group Council
 - c. To ensure that meetings of the Scout Group Council are properly summoned in accordance with the Standing Orders of the Scout Group Council.
64. The Group Treasurer is the Treasurer of the Scout Group Council and prepares the accounts of the Group.
65. The Group Quartermaster / Bo'sun is responsible for the maintenance of equipment belonging to the Scout Group and keeps a Register of all equipment.
66. The Scout Group Council in association with the Scout County Management Committee sets out other duties of the Group Secretary, the Group Treasurer and the Group Quartermaster / Bo'sun.

The Group Spiritual/Religious Advisor/Chaplain

67. The Scout Group Council should appoint Group Spiritual/Religious Advisors/Chaplains.
68. The Group Spiritual/Religious Advisor/Chaplain assists with the spiritual development of the Scout through the Youth Programme delivered by the Scout Group.

The Parents & Friends Support Group

69. The Parents & Friends Support Group shall provide support and assistance to the Scout Group and is responsible to the Scout Group Council.
70. The Parents & Friends Support Group shall hold an Annual General Meeting for all parents of members and friends of the Scout Group.
71. The Group Treasurer is the Treasurer of the Parents & Friends Support Group.

Sponsored Groups

72. Scout Groups are permitted to have a sponsoring authority who will assist with the provision of Scouting to the local community.
73. The National Management Committee shall establish a protocol for the involvement of sponsoring authorities with Scout Groups of Scouting Ireland.

ORGANISATION – SCOUT COUNTY LEVEL

The Scout County

74. In determining the boundaries of the Scout County the National Management Committee shall take into account the Local Authority areas within Ireland.
75. Scout Counties within Local Authority areas shall co-operate for any common purposes within that Local Authority area. Meetings of the relevant County Commissioners will facilitate this co-operation. Where necessary these meetings may be chaired by the Provincial Commissioner.

The Scout County Board

76. The Scout County Board meets at least once a year. Where there is only one meeting in the year it is the Annual General Meeting of the Scout County.
77. The Scout County Board will agree a set of Standing Orders for meetings of the Scout County Board.
78. All members of the Scout County Board shall have one vote.

Members of the Scout County Board

79. The members of the Scout County Board are as follows:
 - a. All members of the Scout County Management Committee;
 - b. All Group Scouters;
 - c. Four representatives from each of the County Youth Fora.

The Annual General Meeting of the Scout County Board

80. The agenda for the Annual General Meeting of the Scout County Board shall include, inter alia, the following:
 - a. Approval of the minutes of the previous meeting
 - b. Report of the County Commissioner
 - c. Adoption of the Annual Scout County Report as prepared by the County Secretary

- d. Adoption of the Accounts of the Scout County as prepared by the County Treasurer
- e. Adoption of the Reports of the County Programme Co-ordinator and the County Training Co-ordinator
- f. To receive a report from each Scout Group in the Scout County
- g. The nomination of the County Commissioner for appointment, when appropriate
- h. The election of the County Chairperson, the County Secretary and the County Treasurer, when appropriate
- i. To consider for approval proposals, including proposals to the National Council, reports and submissions submitted in writing to the County Secretary not less than two weeks prior to the date of the meeting by any member of the Scout County Board.
- j. To present the programme of events to support the Scout Groups of the Scout County.

All reports, proposals or submissions to be submitted in writing to the County Secretary not less than two weeks prior to the date of the meeting to facilitate circulation in advance of the meeting.

The Scout County Youth Fora

- 81. The Scout County Youth Fora provide for the expression of views and formulation of recommendations, recognising that such Fora in Scouting provide a dual opportunity for young members to discuss issues of interest to them and to make recommendations on these; and to learn the skills necessary to empower them to take part in decision making in the Association.
- 82. The Scout County Management Committee is responsible for the organisation of Scout County Youth Fora in accordance with the National Youth Participation Policy.
- 83. The Scout County Youth Fora in exercising its functions under Article 35 of the Constitution must have a quorum of twenty members present and voting.
- 84. [Deleted 22nd June 2008]

The Scout County Management Committee

- 85. The Scout County Management Committee consists of the following:
 - a. The County Commissioner
 - b. The County Officers:
 - i. The County Chairperson
 - ii. The County Secretary
 - iii. The County Treasurer
 - c. The County Spiritual/Religious Advisor/Chaplain
 - d. All Group Leaders within the Scout County
 - e. The County Programme Co-ordinator
 - f. The County Training Co-ordinator
 - g. Not more than three persons co-opted, if the Committee sees fit, to hold office until the meeting following the next Annual general

meeting of the Scout County Board. Such co-optees shall not have a vote.

- h. Two Representatives from each of the Scout County Scout Youth Fora for Youth Programme Sections 3,4 & 5

86. A Deputy Group Leader (or in his/her absence or where there is no Deputy Group Leader, another Group Scouter) may represent the Group Leader in the event that the Group Leader cannot attend a meeting of the Scout County Management Committee.

The County Commissioner

87. The County Commissioner is a Scouter nominated by the Scout County Board for appointment by the Chief Commissioner (Adult Resources) for a term of three years and is eligible for re-appointment for one further term of three years.

88. The Scout County Board, subject to the approval of the National Management Committee, determines the duties and functions of the County Commissioner.

89. In the event of a Scout Group not functioning satisfactorily the County Commissioner may direct and support the affairs of such Scout Group.

90. The County Commissioner may attend meetings of any Scout Group in the Scout County.

91. The appointment of the County Commissioner may be cancelled, withdrawn or suspended by the Chief Commissioner (Adult Resources) in accordance with the Rules.

The Scout County Officers

92. The Scout County Officers are elected by the Scout County Board for a term of three years and are eligible for re-election for one further period of three years. The County Chairperson shall chair meetings of the Scout County Board and the Scout County Management Committee.

93. The functions of the County Secretary include:

- a. The convening meetings of the Scout County Management Committee and the Scout County Board in accordance with the Standing Orders;
- b. Recording the minutes of the meetings of the Scout County Board and the Scout County Management Committee;
- c. Dealing with all administrative matters of the Scout County.

94. The functions of the County Treasurer include:

- a. Dealing with the financial affairs of the Scout County;
- b. The preparation of the budget for the Scout County for the approval of the Scout County Management Committee;
- c. The preparation of the accounts of the Scout County for the approval of the Scout County Board.

95. The Scout County Management Committee may add to the functions of the County Officers, as it considers appropriate.
96. The Scout County Management Committee should appoint a County Spiritual/Religious Advisor/Chaplain for a term of three years and is eligible for re-appointment for one further term of three years.
97. The Scout County Spiritual/Religious Advisor/Chaplain assists with the spiritual development of the Scout through the Youth Programmes delivered by the Scout County.

The Scout County Programme Co-ordinator and the Scout County Programme Team.

98. The Scout County Programme Co-ordinator shall be appointed by the Scout County Management Committee on the nomination of the County Commissioner. The County Programme Co-ordinator shall lead a Scout County Programme Team (consisting of an Assistant County Programme Co-Ordinator per Programme Section)to assist him/her in supporting the Youth Programme developed and produced by Scouting Ireland and providing assistance and guidance on its delivery to the Scout Groups and their Programme Sections within the Scout County. The County Programme Team will be appointed by the County Programme Co-ordinator with the approval of the County Commissioner.
99. The County Programme Co-ordinator and the County Programme Team shall convene meetings of Programme Scouters and others within the Scout County as required to fulfil their function and duties within the Scout County.
100. The Scout County Management Committee sets out the functions and duties of the County Programme Co-ordinator.
101. The County Programme Co-ordinator shall hold office concurrently with the County Commissioner by whom he/she is nominated.

The Scout County Training Co-ordinator

102. A Scout County Training Co-ordinator shall be appointed by the Scout County Management Committee on the nomination of the County Commissioner to ensure the management and delivery of Adult Leader Training developed and produced by Scouting Ireland.
103. The Scout County Management Committee sets out the functions and duties of the County Training Co-ordinator.
104. The County Training Co-ordinator shall hold office concurrently with the County Commissioner by whom he/she is nominated.

ORGANISATION – SCOUT PROVINCIAL LEVEL

The Scout Province

105. There shall be a Provincial Management/Support Team whose functions shall be:

- a. To mobilise and co-ordinate the combined resources of the Scout Counties within the Scout Province for the greater benefit of scouting at local level
- b. To ensure the implementation of the policies and programmes developed at National level within the Scout Province through the Scout Counties
- c. To provide input to the development of policies and programmes at National level
- d. Leader recruitment and training
- e. Membership retention and expansion
- f. To facilitate by way of provision in so far as possible specialist type services direct to Local Scouting spearheaded by full-time professional staff. Such services may include, but shall not be limited to, Leader Training
- g. Any other duties and functions set out by the National Management Committee.

The Provincial Management/Support Team

106. The Provincial Management/Support Team consists of the following:

- a. The Provincial Commissioner
- b. The Provincial Secretary, as appointed by the Provincial Management/Support Team
- c. The Provincial Treasurer, as appointed by The Provincial Management/ Support Team
- d. All County Commissioners within the Scout Province
- e. The Youth Programme Committee representative
- f. The Adult Resources Committee representative
- g. The Provincial Training Co-ordinator
- h. The Provincial International Co-ordinator
- i. Members of the National Youth Fora from the Province.
- j. Others as may be appointed by the Team

One member of the Professional Staff and others as requested should attend meetings of the Provincial Management/Support Team and has a right to contribute to the deliberations of the Team.

106b The Provincial Training Co-ordinator shall be appointed by the Provincial Management Support Team on the nomination of the Provincial Commissioner in consultation with the National Training Commissioner. His/her term of office shall be concurrent with the term of office of the Provincial Commissioner in office at the time of the appointment. Should the Provincial Commissioner resign or be removed from office, the Provincial Training Co-ordinator shall remain in office up to the formal vote of a new Provincial Commissioner but shall step down prior to the vote.

106c The Provincial International Co-ordinator shall be appointed by the Provincial Management Support Team on the nomination of the Provincial Commissioner in consultation with the International Commissioner. His/her term of office shall be concurrent with the term of office of the Provincial Commissioner in office at the time of the

appointment. Should the Provincial Commissioner resign or be removed from office, the Provincial International Co-ordinator shall remain in office up to the formal vote of a new Provincial Commissioner but shall step down prior to the vote.

- 106d The Provincial Adult Resources representative shall be appointed by the Provincial Management Support Team on the nomination of the Provincial Commissioner in consultation with the Chief Commissioner Adult Resources. His/her term of office shall be concurrent with the term of office of the Provincial Commissioner in office at the time of the appointment. Should the Provincial Commissioner resign or be removed from office, the Provincial Adult Resources representative shall remain in office up to the formal vote of a new Provincial Commissioner but shall step down prior to the vote.
- 106e The Provincial Youth Programme representative shall be appointed by the Provincial Management Support Team on the nomination of the Provincial Commissioner in consultation with the Chief Commissioner Youth Programme. His/her term of office shall be concurrent with the term of office of the Provincial Commissioner in office at the time of the appointment. Should the Provincial Commissioner resign or be removed from office, the Provincial Youth Programme representative shall remain in office up to the formal vote of a new Provincial Commissioner but shall step down prior to the vote.
- 106f The Provincial Treasurer shall be appointed by the Provincial Management Support Team on the nomination of the Provincial Commissioner. His/her term of office shall be concurrent with the term of office of the Provincial Commissioner in office at the time of the appointment. Should the Provincial Commissioner resign or be removed from office, the Provincial Treasurer shall remain in office up to the formal vote of a new Provincial Commissioner but shall step down prior to the vote.
- 106g The Provincial Secretary shall be appointed by the Provincial Management Support Team on the nomination of the Provincial Commissioner. His/her term of office shall be concurrent with the term of office of the Provincial Commissioner in office at the time of the appointment. Should the Provincial Commissioner resign or be removed from office, the Provincial Secretary shall remain in office up to the formal vote of a new Provincial Commissioner but shall step down prior to the vote.
107. The County Commissioner may be represented by a County Officer in the event that the County Commissioner is unable to attend a meeting of the Provincial Management/Support Team.
108. The Provincial Management/Support Team shall meet at least four times per annum.

The Provincial Commissioner

109. The Provincial Commissioner is a Scouter nominated by a Scout Group Council or a Scout County Board from within the Scout Province and

elected by the members of National Council from that Scout Province for a term of three years and is eligible for re-appointment for a further term of three years. Where a Provincial Commissioner vacates office the Provincial Management/Support Team will appoint an acting Provincial Commissioner until such time as a Provincial Commissioner can be elected in accordance with this Rule.

109A. The Provincial Commissioner shall co-ordinate the work of the members of the Provincial Management Support Team and, where necessary, the work of the Officers of the Scout County Management Committee/s within the Province.

110. The Appointment of Provincial Commissioner may be cancelled, withdrawn or suspended by the National Management Committee on the recommendation of the Provincial Management/Support Team or otherwise.

110A The functions of the Provincial Treasurer include:

- a. Dealing with the financial affairs of the Scout Province;
- b. The preparation of the budget for the Scout Province for the approval of the Provincial Management/ Support Team;
- c. The preparation of the accounts of the Scout Province for the approval of the Provincial Management/ Support Team.

ORGANISATION – NATIONAL LEVEL

National Council

111. All members of the National Council shall be notified of the time, date and venue of the Annual General Meeting of the National Council at least eight weeks in advance of the date of the meeting and at least four weeks in advance of the date of the meeting for any other meeting of the National Council. Notification shall be considered to be effective on a Scout Group, Scout County or Scout Province and Youth Forum delegate if it is sent by ordinary pre-paid post or by electronic mail to each Group Leader, County Commissioner, Provincial Commissioner and Chairpersons of the Youth Forum.

111A The National Youth Fora shall be held prior to the deadline for the submission of motions for National Council.

112. The notice of the Annual General Meeting of the National Council shall be accompanied by the following:

- a. The draft minutes of the previous meeting;
- b. The Annual Report to be adopted;
- c. Invitation for proposals to the National Council;
- d. Nomination forms for completion for the following Appointments when necessary:
 - i. Chief Scout
 - ii. Chief Commissioner (Youth Programme)

- iii. Chief Commissioner (Adult Resources)
 - iv. National Secretary
 - v. National Treasurer
- e. Nomination forms for completion for the election of six other members to the National Management Committee;
 - f. Nomination forms for completion for members and directors of the Scout Foundation and other relevant entities;
 - g. Nomination forms for completion to confer the title of Honorary membership.
113. All completed nomination forms must be submitted to the National Secretary at least six weeks prior to the date of the meeting of the National Council.
114. A second notice of the Annual General Meeting of the National Council shall be forwarded by the National Secretary to those members of Scouting Ireland notified with the first notice not less than four weeks prior to the date of the meeting. This second notice shall be accompanied by the following:
- a. The Agenda;
 - b. All nominations validly received by the National Secretary;
 - c. Any matters referred to the National Council by the National Management Committee;
 - d. Any proposals received by the National Secretary by or on behalf of any Scout Group Council, Scout County Board or National Youth Forum.
 - e. The Audit Accounts of Scouting Ireland.
 - f. The Annual Report of the Scout Foundation and other relevant entities.
115. The notice for any other meeting of the National Council shall be issued by the National Secretary and accompanied by the following:
- a. The Agenda;
 - b. The draft minutes of the previous meeting;
 - c. The proposals or motions submitted on the business to be conducted.

Voting Procedures

116. All members of the National Council are entitled to one vote.
117. All voting shall be by open show of voting cards except where:
- a. An election for any Appointment by the National Council takes place; or
 - b. A proposal from the floor to hold a secret ballot is accepted by at least one third of those members present and voting.
118. All elections shall be by proportional representation by single transferable vote.
119. In the event of an equality of votes the Chairperson shall have a casting vote whether or not the Chairperson exercised an original vote.

120. Motions shall be passed by a simple majority save where otherwise provided in the Constitution and by these Rules.

The National Management Committee

121. The National Management Committee shall meet at least five times a year.
122. Notwithstanding the generality of the function of the National Management Committee set out in the Constitution the function of the National Management Committee shall include:
- a. The provision of a strategy for the implementation of the Aim and Principles of Scouting Ireland;
 - b. The representation of Scouting Ireland both nationally and internationally;
 - c. The provision of support to all members of Scouting Ireland through the production and development of youth programmes and material to support the management of adult resources;
 - d. The approval of the budget as proposed by the National Treasurer;
 - e. The establishment of operational procedures and guidelines for Scouting Ireland;
 - f. The making of proposals in relation to additions or changes to the Constitution and/or Rules for consideration by the National Council.
123. The Standing Orders of the National Management Committee shall be agreed by the Committee.
124. The quorum for meetings of the National Management Committee shall be six members including at least two members of the National Team for Policy Implementation and Co-ordination.
125. Any sub-committee created by the National Management Committee shall cease to exist unless it is re-appointed at the first meeting of the National Management Committee after the Annual General Meeting of the National Council.

National Team for Policy Implementation and Co-ordination

126. The Chief Scout is the Chairperson of the National Team for Policy Implementation and Co-ordination and co-ordinates the work of its members. The functions and duties of the National Team for Policy Implementation and Co-ordination shall include:
- a. Ensuring the full implementation of decisions and directives of the National Management Committee;
 - b. Co-ordinating the work of the Standing Committees.
127. The members of the National Team for Policy Implementation and Co-ordination are as follows:
- a. Chief Scout;

- b. National Secretary
- c. National Treasurer
- d. Chief Commissioner (Youth Programme)
- e. Chief Commissioner (Adult Resources)
- f. Chairperson, National Spiritual Religious Advisory Panel

The Chief Executive Officer should attend meetings of the National Team for Policy Implementation and Co-ordination and has a right to contribute to the deliberations of the Committee.

- 128. The Chief Scout is the Chairperson of the National Management Committee and co-ordinates the work of its members. The Chief Scout takes on such other functions and duties as directed by the National Management Committee. A Chief Commissioner may deputise for the Chief Scout as required.
- 129. The Chief Commissioner (Youth Programme) shall chair and co-ordinate the work of the National Youth Programme Committee.
- 130. The Chief Commissioner (Adult Resources) shall chair and co-ordinate the work of the National Adult Resources Committee.
- 131. The National Spiritual/Religious Advisor/Chaplain provides guidance on Spiritual/Religious matters to all of the Standing Committees and Programme Teams.
- 132. The National Secretary is the Secretary of Scouting Ireland, the National Council and the National Management Committee and is responsible for the administrative functions of Scouting Ireland and takes on such duties as the National Management Committee may direct from time to time, and may form a team(s) to assist with the discharge of his/her duties.
- 133. The National Treasurer is responsible for the financial and treasury functions of Scouting Ireland and takes on such duties as the National Management Committee may direct from time to time and may form teams to assist with the discharge of his/her duties.

National Youth Programme Committee

- 134. The functions of the National Youth Programme Committee shall include:
 - a. The co-ordination of Youth Programme in Scouting Ireland on behalf of the National Management Committee;
 - b. The co-ordination and monitoring of the Programme Teams;
 - c. The appraisal and further development of Youth Programme;
 - d. The development of the Youth Programme for delivery by Programme Sections at local level;
 - e. Other tasks delegated by the National Management Committee from time to time.
- 135. The members of the National Youth Programme Committee are as follows:
 - a. The Chief Commissioner (Youth Programme)

- b. Programme Commissioners
- c. Three representatives of each National Youth Forum
- d. The Provincial Youth Programme representatives
- e. The International Team representative
- f. Up to three others as may be appointed by the National Management Committee as recommended by the Chief Commissioner Youth Programme

National Adult Resources Committee

136. The functions of the National Adult Resources Committee shall include:
- a. The co-ordination of Adult Resources in Scouting Ireland on behalf of the National Management Committee;
 - b. The co-ordination and monitoring of the Training Team;
 - c. The appraisal and further development of Adult Resources;
 - d. The provision of resources for the development of Adults in Scouting;
 - e. Other tasks delegated by the National Management Committee from time to time.
137. The members of the National Adult Resources Committee are as follows:
- a. The Chief Commissioner (Adult Resources);
 - b. The Training Commissioner;
 - c. Provincial Adult Resources Representatives;
 - d. The International Team representative.
 - e. Up to three others as may be appointed by the National Management Committee as recommended by the Chief Commissioner Adult Resources.

National Spiritual/Religious Advisory Panel

138. The National Spiritual/Religious Advisory Panel provides guidance on matters of spirituality/religion including adherence to spiritual principles, loyalty to the faith that expresses them and acceptance of the duties resulting therefrom.

The Panel provides resources to:

- a. The National Youth Programme Committee and the Programme Teams in the development of the spiritual aspects of the youth programmes produced by Scouting Ireland.
- b. The National Adult Resources Committee and the Training Team in the development and delivery of spiritual aspects of the youth programme through adult leader training.

Membership of the Panel will be open to a representative of each such Faith/Spiritual interest who wish to have representation on the Panel subject to the approval of the National Management Committee. Membership is renewed on an annual basis.

The Panel will elect a Chairperson (the National Spiritual/Religious Advisor/Chaplain) from within its membership. The term of office for the Chairperson is one year and can be renewed for two further terms.

The functions of this individual is to represent the National Spiritual/Religious Advisory Panel at meetings of the National Management Committee and to provide guidance on Spiritual and Religious matters to all Standing Committees.

The Programme Teams

139. Programme Teams for the development of Scouting Ireland's Youth Programme shall be established by the National Management Committee through the National Youth Programme Committee and the Programme Commissioner.
140. The functions of the Programme Team shall include:
 - a. The continuous development, monitoring and evaluation of the Youth Programme with the approval of the National Youth Programme Committee;
 - b. To assist and support the Scout Provinces in the delivery of the Youth Programme;
 - c. To set out the elements of the programme to the Training Team for the development of an adult training course to aid the delivery of the programme;
 - d. Any other functions as set from time to time by the National Youth Programme Committee and/or the National Adult Resources Committee.

The Programme Commissioner

141. A Programme Commissioner is primarily responsible for the co-ordination of the work of the Programme Team and any other duties or functions as directed by the National Management Committee through the National Youth Programme Committee from time to time.
142. A Programme Commissioner shall be appointed by the National Management Committee and shall hold office concurrently with the Chief Commissioner (Youth Programme). He/she may be nominated for the position by:
 - a. A Scout Group Council
 - b. A Scout County Management Committee
 - c. Any member of the National Management Committee

143. The Appointment of a Programme Commissioner may be cancelled, withdrawn or suspended by the National Management Committee.

The Training Team

144. A Training Team for the development of Adult Leader Training in Scouting Ireland shall be established by the National Management Committee through the National Adult Resources Committee.
145. The Training Team includes the following members:
 - a. The Training Commissioner;

- b. A representative from each Programme Team;
- c. Provincial Training Co-ordinator as appointed by the Provincial Commissioner.
- d. Up to three others as may be appointed by the National Management Committee as recommended by the National Training Commissioner.

146. The functions of the Training Team shall include:

- a. The development of Adult Leader Training for the purposes of supporting the delivery of Youth Programme according to the elements set out by the appropriate Programme Team as directed by the National Adult Resources Committee;
- b. The development of such Adult Leader Training for purposes as directed by the National Adult Resources Committee;
- c. To assist and support the Scout Provinces in the delivery of the Adult Leader Training;
- d. The monitoring and evaluation of the Adult Leader Training;
- e. Any other functions as set out from time to time by the National Management Committee through the National Adult Resources Committee.

The Training Commissioner

147. There shall be a Training Commissioner who shall be responsible for the development and implementation of Adult Leader Training for members of Scouting Ireland for the purpose of providing the required support to deliver the Youth Programme developed by Scouting Ireland.

148. The Training Commissioner is primarily responsible for the co-ordination of the work of the Training Team and other duties and functions as directed from time to time by the National Management Committee through the National Adult Resources Committee.

149. The Training Commissioner is appointed by the National Management Committee and shall hold office concurrently with the Chief Commissioner (Adult Resources). He/she may be nominated for the position by:

- a. A Scout Group Council
- b. A Scout County Management Committee
- c. Any member of the National Management Committee

150. The Appointment of Training Commissioner may be cancelled, withdrawn or suspended by the National Management Committee.

The International Team

151. The National Management Committee shall establish an International Team to promote and develop the international dimension of Scouting Ireland.

152. The International Team includes the following members:

- a. The International Commissioner;

- b. Provincial International Co-ordinator as appointed by the Provincial Commissioner;
- c. The representatives to the National Youth Programme Committee and the National Adult Resources Committee;
- d. Two representatives of each National Youth Forum.
- e. Up to three others as may be appointed by the National Management Committee as recommended by the International Commissioner.

153. The functions of the International Team shall include:

- a. Responsibility for the international relations of Scouting Ireland;
- b. The promotion of the international dimension of Scouting Ireland.

The International Commissioner

154. There shall be an International Commissioner to promote and develop the international dimension of Scouting Ireland.

155. The International Commissioner is appointed by the National Management Committee and shall hold office concurrently with the National Secretary. The National Secretary shall ensure that the International Commissioner meets his/her responsibilities to Scouting Ireland and carries out his/her functions as set out in the Rules and in accordance with the Constitution. He/she may be nominated for the position by:

- a. A Scout Group Council
- b. A Scout County Management Committee
- c. Any member of the National Management Committee

156. The Appointment of International Commissioner may be cancelled, withdrawn or suspended by the National Management Committee.

The Communications Commissioner

157. There shall be a Communications Commissioner whose duties and functions shall include:

- a. The management and co-ordination, on behalf of the National Management Committee, of the external and public relations of Scouting Ireland through all forms of media;
- b. The development and maintenance of a communications programme and strategy suitable for the needs of Scouting Ireland.

158. The Communication Commissioner shall be appointed by the National Management Committee and shall hold office concurrently with the National Secretary. The National Secretary shall ensure that the Communication Commissioner meets his/her responsibilities to Scouting Ireland and carries out his/her functions as set out in the Rules and in accordance with the Constitution. He/she may be nominated for the position by:

- a. A Scout Group Council
- b. A Scout County Management Committee

c. Any member of the National Management Committee

159. The Appointment of Communications Commissioner may be cancelled, withdrawn or suspended by the National Management Committee.

National Management Committee – Other Members

160. Six members of Scouting Ireland will be elected by the National Council on the nomination of a Scout Group Council or a Scout County Board to serve as members of the National Management Committee for one term of three years and are again eligible for election after a period of three years' absence from the National Management Committee. Three of these six members shall be under twenty-six years of age on the day of their election.

The National Youth Fora

161. The National Youth Fora provide for the expression of views and formulation of the recommendations, recognising that such Fora in Scouting provide a dual opportunity for young members to discuss issues of interest to them and make recommendation on these; and to learn the skills necessary to empower them to take part in decision-making in the Association.

162. The National Management Committee is responsible for the organisation of National Youth Fora in accordance with the National Youth Participation Policy.

162A. The National Youth Fora shall elect Committees in accordance with their Standing Orders to act on their behalf between each sitting of the Fora.

PROPERTY & FINANCE

163. Groups are expected to be self-supporting.

164. All monies received by any member on behalf of Scouting Ireland shall be lodged to an account held by a recognised financial institution bearing the name of the relevant Council or Committee and the words 'Scouting Ireland'. Every account operated on behalf of Scouting Ireland shall have at least two signatories who should be mandated by the relevant Council or Committee.

165. It is the policy of Scouting Ireland that each Scout Group shall have at least one account held by a recognised financial institution. No other accounts for the purposes of the administration of the Scout Group shall be opened without the consent of the Scout Group Council. The Group Treasurer shall be a signatory on all such accounts.

166. All Councils and Committees shall prepare accounts annually.

167. The National Treasurer shall prepare accounts annually for Scouting Ireland. The accounts shall be audited by Auditors appointed by the National Council and made available to the Revenue Commissioners on request.

- 167A. No addition, alteration or amendment shall be made to these Rules for the time being in force unless the same shall have been previously approved in writing by the Revenue Commissioners.
- 167B. If upon the winding up or dissolution of Scouting Ireland there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, it shall not be paid to or distributed among the members of Scouting Ireland. Instead, such property shall be given or transferred to some other charitable institution or institutions having main objects similar to the main objects of Scouting Ireland. The institution or institutions to which the property is to be given or transferred shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on Scouting Ireland under or by virtue of Rule 167C. Members of Scouting Ireland shall select the relevant institution or institutions at or before the time of dissolution, and if and so far as effect cannot be given to such provisions, then the property shall be given or transferred to some charitable object.
- 167C. Income and Property.
The income and property of Scouting Ireland, shall be applied solely towards the promotion of its aim as set forth in the Constitution. No portion of Scouting Ireland's income and property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit, to the members of Scouting Ireland. No member of the National Management Committee shall be appointed to any office of the body paid by salary or fees, or receive any remuneration or other benefit in money or money's worth from the body. However, nothing shall prevent any payment in good faith by the body of:
- a) reasonable and proper remuneration to any member of Scouting Ireland (other than a member of the National Management Committee) for any services rendered to Scouting Ireland;
 - b) interest at a rate not exceeding 5% per annum on money lent by members of Scouting Ireland to Scouting Ireland;
 - c) reasonable and proper rent for premises demised and let by any member of the body (including any member of the National Management Committee) to Scouting Ireland;
 - d) reasonable and proper out-of-pocket expenses incurred by any member of the National Management Committee in connection with their attendance to any matter affecting Scouting Ireland.
168. Every Scout Group Council, through its Group Treasurer, must submit its annual accounts to the County Treasurer.
169. Every Scout County Board, through its County Treasurer, must submit its annual accounts to the National Treasurer.
170. Every Campsite / Centre, through its Manager, must submit its annual accounts to the National Treasurer.

171. The Scout Group Council shall be responsible for all Group property. The Scout Group Council should maintain an up to date register of all Group property and equipment.
172. All property, real or personal, whether acquired through any Scout Group, Scout County or Scout Province, shall be deemed to be held for the benefit of Scouting Ireland. Such property should be vested in the Scout Foundation or in appropriate Trustees. Where property is vested in persons other than the Scout Foundation it should be set out in a formal Declaration of Trust which should be approved by the National Secretary. A copy of the duly executed Trust Deed should be forwarded to the National Secretary.
173. The Scout Foundation may receive applications from Scout Groups, Scout Counties and Scout Provinces to have property vested in the Scout Foundation. Any applications shall be subject to terms and conditions set out by the Scout Foundation.
174. The accounts of the Scout Foundation shall be audited annually by the Auditor for Scouting Ireland. The audited accounts shall be presented to the Annual General Meeting of the National Council.
175. Scouting Ireland has the power, as exercised by the National Management Committee, to borrow from any financial institution as necessary for the ordinary business of Scouting Ireland.

CAMPSITES / SCOUT CENTRES

176. The National Management Committee is responsible for the management and development of all National Campsites / Scout Centres.
177. The Manager of a National Campsite / Scout Centre is appointed by the National Management Committee and the Officers of the Campsite / Scout Centre Management Committee are approved by the National Management Committee on the nomination of the Manager.
178. The functions and duties of the Campsite / Scout Centre Management Committee include:
 - a. The management of the Campsite / Scout Centre;
 - b. The production of a development plan;
 - c. The preparation of an Annual Report for submission to the National Management Committee;
 - d. The preparation of accounts for approval by the National Treasurer;
 - e. Maintaining the safety and quality standards set down by the National Management Committee.
179. The National Management Committee shall arrange for inspections and assessments of the Campsite / Scout Centre to ensure that safety and quality standards are being met.

AMENDMENTS

180. The National Council has authority to amend these Rules.
181. Amendments to these Rules shall require a simple majority of the members present and voting at the meeting of the National Council to which the proposed amendment is properly submitted in accordance with these Rules.

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