

RULES FOR SOUTHERN CROSS ADVENTUROUS ACTIVITIES SCOUT FELLOWSHIP



1. Name and authority

- 1.1 This Scout Fellowship is named the SOUTHERN CROSS ADVENTUROUS ACTIVITIES Scout Fellowship (SCAASF). It is referred to in these rules as the Fellowship.
- 1.2 The Fellowship shall operate with the approval of the NSW Chief Commissioner and the State Scout Fellowship Council.

2. Role

- 2.1 The role of the Fellowship is to promote Scouting to all age groups, by encouraging the pursuit of personal challenges in adventurous activities. It operates:
- As a vehicle for continued Scouting service
 - As a source of volunteers to assist with Scouting activities, and
 - As an avenue for social activities that are fun and appealing.

3. Membership

- 3.1 Members of the Fellowship shall be at least 18 years of age.
- 3.2 Any person of good standing in the community may join the Fellowship subject to their meeting the necessary standards and approvals required by Scouts NSW.
- 3.3 Applications for membership shall be submitted on the prescribed form lodged with the Fellowship secretary.
- 3.4 New members must be approved by the Fellowship, and then by the NSW state Commissioner for Fellowships.
- 3.5 New members shall be invested into the Fellowship by the chair who will present them with a Fellowship scarf, badges and nametape. The scarf is turquoise and may carry a Scout Fellowship badge at the apex.
- 3.6 Members may resign in writing to the secretary at any time but shall forfeit any subscriptions paid in advance.
- 3.7 Persons in good standing who resign shall be readmitted as members after submitting the prescribed application form and being approved by the Fellowship.

4. Observance

- 4.1 Members of the Fellowship must practise the ideals of Scouting as embodied in the Scout Promise and Law, the aims and principles of the movement and the Codes of Ethics and Conduct.

- 4.2 Members of the Fellowship must abide by these rules.
- 4.3 Fellowship members are required to actively support the work of the Fellowship. As a minimum, unless disability, place of living or any other valid reason makes attendance difficult, a member is expected to assist on at least four occasions each year.
SEE APPENDIX 15.2.
- 4.4 The Fellowship shall grant any member leave of absence for up to one year. Any extensions beyond one year will require the Fellowship's further approval towards the end of the initial period of leave, and annual approval thereafter. Such approvals are not automatic. Honorary membership is also an option and does not require annual review.
- 4.5 The Fellowship may terminate the membership of any person who disobeys the rules of Scouting, or who fails to abide by Fellowship decisions, or whose actions are detrimental to the good name of the Fellowship. Non-observance of these rules, a lack of commitment to the annual volunteer obligation without mitigating circumstances, and non-payment of Fellowship subscriptions are grounds for termination.

5. Officers

- 5.1 Core positions shall include:
- Chair
 - Deputy chair
 - Secretary
 - Treasurer, and
 - Marketing and communications officer.

Officers holding these core positions shall be members of the Fellowship Executive.

- 5.2 Non-core positions shall include:
- Delegates to State Scout Fellowship Council (2 positions); and
 - Other positions as determined from time to time.

Officers holding these non-core positions may be members of the Fellowship Executive as determined by the chair.

- 5.3 No more than one core position shall be held by the same person. Non-core positions may be held by people already holding core positions.
- 5.4 All positions, core and non-core, shall be declared vacant at each annual general meeting and all positions shall be re-elected from the body of the Fellowship.
- 5.5 Should an officer resign during their term, the casual vacancy shall be filled by election at the next general meeting of the Fellowship.
- 5.6 Any officer may be dismissed by a two-thirds majority vote at a full meeting of the Fellowship.
- 5.7 Position descriptions (see **Roles of Executive Members** in the **Guide to Scout Fellowship in NSW**) shall be considered to be part of these rules.

6. Meetings

- 6.1 The Fellowship shall aim to meet at least four times a year to conduct general business and hold functions. The annual general meeting is included in this total.
- 6.2 The Fellowship Executive shall meet as required.
- 6.3 The annual general meeting and election of officers should be held before 30 April.
- 6.4 Special meetings may be called to transact urgent business at the request of the chair, Fellowship Executive or by any three members in writing to the secretary who will then give a minimum of seven days' notice to all members.
- 6.5 Formal meetings will normally be held at Willow Bistro at Gymea Tradies. The fellowship members gather for a social dinner every month, while meetings are scheduled for February, April (AGM), July, and November, starting at 19:30 hrs following dinner. Arrangements may change therefore interested parties should enquire with the fellowship via email info@adventure.org.au or phone the SCAASF chairperson (as listed on Scouts NSW website). It is important that meetings be held at a time and place most suitable to a majority of members, and this could include a change of venue at short notice or use of a teleconference or online video conferencing.
- 6.6 Meeting protocols (see the **Guide to Scout Fellowship in NSW**) shall be considered to be part of these rules.

7. Committees

- 7.1 The Fellowship or Fellowship Executive may establish permanent or temporary committees to assist its operations. Committee members need not be Fellowship members.
- 7.2 All committees report to the Fellowship, and any significant recommendations require the Fellowship's approval.
- 7.3 Committee protocols may be included in the Fellowship rules.

8. Fellowship Executive

- 8.1 The role of the Executive is to:
- Transact urgent business
 - Carry out tasks assigned to it by the Fellowship
 - Prepare background information and proposals for the Fellowship
 - Carry out administrative duties necessary for the efficient operation of the Fellowship
 - Keep the State Scout Fellowship Council and State Commissioner Fellowship informed of the Fellowship's affairs, and
 - Prepare an annual report for each annual general meeting including the past year's activities, plans for the coming year and financial statements.
- 8.2 The Executive reports to the Fellowship, and any significant decisions require the Fellowship's approval.

- 8.3 The Executive shall meet as required and maintain close communication with the rest of the Fellowship.
- 8.4 Executive protocols may be included in the Fellowship rules. The **State Policy for Scout Fellowships** should provide some assistance in this area.

9. Finance

- 9.1 The Fellowship shall conduct its finances in accordance with prevailing Scouts NSW policies and procedures.
- 9.2 The financial year for Scout Fellowships is the calendar year 1 January to 31 December.
- 9.3 The Fellowship shall operate a bank account under the name of Scout Association of Australia, NSW Branch, Southern Cross Adventurous Activities Scout Fellowship.
- 9.4 The following officers shall be signatories to the bank account:
- Chair
 - Secretary
 - Treasurer
- Any two of the above three signatories may operate the account.
- Additional signatories may be included by formal vote at an annual general meeting, with either two or three to sign.
- All signatories shall be provided with online access to the Fellowship bank account.
- 9.5 The Fellowship may raise money as it sees fit to fund its projects, subject to the provisions of the Charitable Fundraising Act and Regulation (NSW) and prevailing Scout policy.
- 9.6 A statement of income and expenditure shall be prepared by the treasurer for adoption at each general meeting of the Fellowship.
- 9.7 An audit of the Fellowship's finances must be conducted by an external auditor before 31 March each year, and the auditor shall prepare a report to be included with the financial statements presented to the annual general meeting.
- 9.8 Members may pay an annual subscription to help defray routine Fellowship expenses. The subscription shall be kept low to encourage membership and not be a burden on retired members. Those Scout Fellowships that have an annual subscription usually charge between \$20 and \$30, with the amount subject to annual review and agreement at each annual general meeting.
- 9.9 Subscriptions are payable no later than 30 September for the financial year ending on the following 31 December. Members whose subscriptions are in arrears by 12 months or more must show good cause why their membership should continue. After 12 months, such members who do not respond to one written request for payment within 30 days of sending shall cease to be members of the Fellowship.
- 9.10 Members must be financial to vote at meetings of the Fellowship and State Scout Fellowship Council, including annual general meetings.

9.11 The Fellowship shall pay an annual affiliation fee to the State Scout Fellowship Council as determined by the Council.

10. Paramount laws and rules

10.1 Nothing in this document shall contradict anything contained in the Royal Charter, Act of Incorporation and any subordinate legislation (NSW), Constitution and by-laws, and any policies and rules having force within Scouts NSW (The Scout Association of Australia, New South Wales Branch).

11. Variations to model rules

11.1 The Fellowship may vary these rules to facilitate the conduct of its business (see 12.1 and 12.2 below).

11.2 Once agreed, these rules shall not be further amended unless subject to a motion on notice to the Fellowship.

12. Amendments

12.1 These rules may only be amended if written notice of any proposed changes is given at least 21 days prior to a meeting of the Fellowship. The proposed changes are then tabled and discussed at that meeting, and at least two-thirds of financial members present must vote in favour for the changes to proceed.

12.2 Such amendments shall not take effect until approval is granted by the State Scout Fellowship Council.

13. Distribution

13.1 People seeking to join the Fellowship should be given access to these rules before lodging their membership applications.

13.2 If possible, these rules shall be available for download from the SCAASF (Scout Fellowship's) website.

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14. Approval

- 14.1 I, *Marion Fisher* chair of the Southern Cross Adventurous Activities Scout Fellowship, declare that this document has been approved by the Fellowship.



(Signature)

(Date) *5/2/2023* 2023

- 14.2 I, *MALCOLM WILSON* Chair of the State Scout Fellowship Council, declare that this document has been approved by the Council.



(Signature)

(Date) *19/3/23* 202

- 14.3 The above signatories shall initial all pages.

15. APPENDIX

ACTIVITIES OF SCAASF

- 15.1 Further information about SCAASF can be found on the website:
<https://www.scaasf.adventure.org.au/content/about-scaasf-0>

15.2 Get-togethers

Monthly dinners on the first Wednesday of the month at 19:00 pm at Willow Bistro at GyMEA Tradies

Social/adventurous activity at least every second month on the third weekend. This has included bushwalks, paddles, sailing, abseiling, 4WD, exploring and weekends away. Keep an eye on the planning calendar on SCAASF web-site.

15.3 Observance – Roles of fellowship members

Opportunities to help with youth development include RockSchool, where a cooperative of leaders provide appropriate rock-craft training, practice and assessment for members of Guiding and Scouting. It is a joint program between Southern Cross Adventurous Activities Scout Fellowship SCAASF (NSW Branch) and Girl Guides (Sutherland Zone) Noorumba Camp Staff and is held on the first Saturday of ten months of the year.

Other times that SCAASF members may volunteer to help out could include local Scout Groups, Dragon Skins, Cuborees, and Jamborees (amongst other events).

