

GLAMORGAN WEST SCOUT COUNCIL

Notes to the Constitution

1. Membership of the Scout Area

No individual aged 18 or over may be permitted to undertake any responsibilities or involvement within Scouting until the appropriate enquiries have been made.

There are two types of membership - Members and Associate Members.

British Subjects who are prepared to follow the Association's principles by making the Promise may become Members or Associate Members of the Scout Movement (subject to the Rules contained within Policy, Organisation and Rules).

Foreign residents in the United Kingdom, with the approval of an appropriate Commissioner, may become Members or Associate Members.

When an individual becomes a Member that person becomes a member of a Group, District and Area (as appropriate). They also become a Member of The Scout Association and of the World Organisation of the Scout Movement.

When an individual becomes an Associate Member that person becomes a member of a Group, District and Area (as appropriate). They also become a Member of The Scout Association.

Membership of Beaver Scout Colonies, Cub Scout Packs, Scout Troops, Explorer Scout Units and the Scout Network is open to males and females (unless otherwise stipulated).

Adult membership of the Scout Movement, whether by appointment or otherwise, is open equally to men and women.

The minimum age limit for membership is 5¾ years.

There is no maximum age limit for membership but all adult appointments are subject to a minimum age limit of 18.

There are membership options for adults to become Members or Associate Members on ceasing to hold an appointment.

Members or Associate Members do not have any rights, actual or implied, to take part in the national management of The Scout Association or the World Organisation of the Scout Movement.

1.1 Members

The following are required to be Members and pay the Headquarters Membership Subscription annually:

- Beaver Scouts, Cub Scouts, Scouts, Explorer Scouts and Scout Network Members;
- those adults with an appointment as a Leader, Manager or Supporter as described in POR: The Appointment Process;
- Associate Members and other adults who opt to be Members.

Members must also pay any Area, District and Group Membership Subscription determined locally.

Young people become Members of the Scout Movement by making the Promise appropriate to their Section.

Adults become Members by making the Promise and completing a Members' Declaration.

Members of the Movement may:

- wear the approved uniform;
- wear the World Membership badge;
- receive benefits provided by any Group, District, and Area to which the Member belongs and of The Scout Association and the World Organisation of the Scout Movement;
- wear the World Membership lapel badge.

1.2 Associate Members

The following are required to be Associate Members and pay the Headquarters Membership Subscription annually:

- Members of the Scout Active Support Units;
- Section Assistants;
- Group, District or Area Skills Instructors holding Certificates of Appointment;
- Group, District and Area Advisers;

- District and Area Chairman, Secretary and Treasurer;
- other adults who opt to be Associate Members.

Associate Members must also pay any Area, District and Group Membership Subscription determined locally.

Adults become Associate Members of the Scout Movement by completing an Associate Members' Declaration.

Associate Members are not required to make the Promise.

Associate Members of the Movement may:

- wear the approved uniform;
- receive benefits provided by any Group, District, and Area to which the Member belongs;
- wear the Associate's lapel badge.

*Note: other District and Area trustees are not required to be Associate Members but are **encouraged** to become Members or Associate Members.*

1.3 Admission to membership

The decision to admit anyone to membership of a Scout Group rests with the Group Scout Leader subject, in the case of a Sponsored Scout Group, to any recruitment policy defined in any sponsorship agreement.

The Group Scout Leader will generally delegate responsibility for admissions to the Leader in charge of the Section concerned.

The decision to admit anyone to membership of an Explorer Scout Unit rests with the Explorer Scout Leader subject, in the case of a Sponsored Scout Group, to any recruitment policy defined in any sponsorship agreement.

The decision to admit anyone to membership of a Scout Network rests with the Scout Network Commissioner, or the Scout Network Chairman.

1.4 Forfeit of membership

Beaver Scouts, Cub Scouts and Scouts forfeit membership if they leave the Group. Explorer Scouts forfeit membership if they leave the Unit. Scout Network Members who hold no other adult appointment forfeit membership if they leave the Area Scout Network.

1.5 Transfer of membership

If a Member leaves a Group due to moving to another locality, the Group Scout Leader should inform the District Secretary of the District into which the Member is moving.

If a Member leaves an Explorer Scout Unit due to moving to another locality, the Area Explorer Scout Commissioner should inform the District Secretary of the District into which the Member is moving.

If a Member leaves the Scout Network due to moving to another locality, the Scout Network Commissioner or Scout Network Chairman should inform the Area Secretary of the Area into which the Member is moving.

If the address of the Area Secretary is not known, the information should be forwarded to Headquarters.

Notification should also be sent to Headquarters in respect of Beaver Scouts, Cub Scouts, Scouts and Explorer Scouts and Scout Network Members who are going to live abroad.

2. Explorer Scout Units

Explorer Scout Units are part of the Area's provision of Scouting.

Explorer Scout Units may be attached to a Scout Group but are **not** a formal part of the Group.

An Explorer Scout Unit consists of a number of Explorer Scouts. They may be divided into smaller groups but these should be flexible.

All Explorer Scout Units are required to be open to male and female membership except in special situations. Special situations include those where there are specific cultural or religious requirements for single sex Explorer Scout Units.

It is good practice to have at least one male and one female Leader.

The age range of the Section is from 14 years to 18 years old. There is flexibility at either end of the age range. The age for moving from the Scout Section is between 13½ and 14½ years and moving to the Scout Network between 17½ and 18 years. The leaving age is upon reaching the 18th birthday.

The Explorer Scout Unit should have opportunities for the members to take part in the decision making process. Any forum or committee should have both Explorer Scouts and Leaders working together.

Explorer Scouts wear the approved Explorer Scout, Sea Scout or Air Scout uniform with distinguishing emblems and scarves.

The following minimum standards are laid down for Explorer Scout Units:

- **Leaders** - there should be at least two adults for the Explorer Scout Unit, at least one of whom must hold a Leader, Manager or Supporter appointment.
- **Training** - the training of Explorer Scouts must be in accordance with the Association's official publications for the Section.
- **Camping** - every Member of the Explorer Scout Unit must have the opportunity of attending a camp every year.

The Area Commissioner, with the Area Team, is required where necessary to assist Explorer Scout Units to reach the required standard.

If an Explorer Scout Unit fails to reach the minimum standard for two consecutive years it may be closed by the Area Commissioner with the approval of the Area Executive Committee.

If an Explorer Scout Unit fails to reach the minimum standard for three years it must be closed.

2.1 The Formation and Closure of Explorer Scout Units

The opening and closing of Explorer Scout Units is the responsibility of the Area Commissioner in consultation with the appropriate District Commissioner, Area Explorer Scout Commissioner, Area Executive Committee and Group Scout Leaders.

2.2 Management of Explorer Scout Units

Explorer Scout Units are not autonomous organisations. They are part of a Scout Area which acts as an Explorer Scout Unit's parent body.

The Scout Area delegates some authority to Explorer Scout Units to allow them to hold property and equipment and admit people to membership of the Explorer Scout Unit, subject to the policy and rules of The Scout Association.

An Explorer Scout Unit is led by an Explorer Scout Leader and managed by a committee of its Members and Leaders acting together. The Committee is accountable to the Area Scout Council for the satisfactory running of the Explorer Scout Unit.

The Explorer Scout Leader is assisted and supported by Assistant Explorer Scout Leaders in the delivery of the programme for young people in the Explorer Scout Unit.

2.3 Explorer Scout Unit Partnerships with Groups

An Explorer Scout Unit and a Scout Group wishing to work together should enter into a Partnership Agreement.

The purpose of the Partnership Agreement is to help an Explorer Scout Unit and Scout Group to understand the operational relationship between the two.

Whilst many links will be informal, it is important to have a formal Partnership Agreement to ensure that links are maintained and obvious to both parties.

The Area Explorer Scout Commissioner or District Commissioner should ensure that:

- the Partnership Agreement sets out clearly the links between the Explorer Scout Unit and the Group and arrangements on liaison, the use of equipment, facilities and resources;
- the Agreement is reviewed regularly to ensure its continuing appropriateness in changing circumstances.

Partnership Agreements are not intended to be legally binding documents. Each Agreement should include the following sentence: 'This document is not intended to create legal relations'.

The Agreement should be signed by the Area Explorer Scout Commissioner or the District Commissioner, the Explorer Scout Leader and the Group Scout Leader.

3. The Area Scout Network

The Scout Network is part of the Area's provision of Scouting.

The Scout Network consists of all Scout Network Members in the Area.

The Scout Network is required to be open to male and female membership except in special situations. Special situations include those where there are specific cultural or religious requirements for a single sex Area Scout Network.

The age for moving from the Explorer Scout Section is between 17½ and 18 years.

Members cease to be a Member of the Scout Network on their 25th birthday and should be encouraged to take a new role in Scouting.

All Members aged 18 or over must satisfactorily complete a 'Personal Enquiry' (unless otherwise stipulated).

Scout Network Members may meet as local Scout Networks to carry out activities.

Members are supported by the Scout Network Coordinator.

The Scout Network must have opportunities for the Members to take part in the decision making process. Any forum or committee should have both Scout Network Members and Leaders working together.

Members of the Scout Network wear the approved adult uniform with distinguishing emblems and scarves.

The following minimum standards are laid down for Scout Networks:

- **Training** - must be in accordance with the Association's official publications for the Section.
- **Camping** - every Scout Network Member must have the opportunity of attending a camp every year.

The Area Commissioner, with the Area Team, is required where necessary to assist the Scout Network to reach the required standard.

3.1 Management of the Scout Network

The Scout Network is not an autonomous organisation. It is part of a Scout Area which acts as the parent body.

A Scout Network is led by a Scout Network Coordinator and managed by a committee of its

Members and Area Scouters acting together. The Committee is accountable to the Area Scout Council for the satisfactory running of the Scout Network.

The Scout Network Coordinator is assisted and supported by Area Scouters in the delivery of the programme.

If a Scout Network fails to reach the minimum standards for two consecutive years it may be closed by the Area Commissioner with the approval of the Area Executive Committee

If a Scout Network Unit fails to reach the minimum standard for three years it must be closed.

4. The Area Scout Active Support Units

The Area Commissioner, in consultation with the Area Executive Committee may form Area Scout Active Support Units.

The purpose of Area Scout Active Support Units is to provide active support to Scouting in the Area.

All adult only support groups linked to Scouting within the Area e.g. camp site service teams must be registered as Scout Active Support Units.

The Area Commissioner may nominate an Assistant Area Commissioner (Active Support Units), regardless of whether or not there is an Area Active Support Unit in the Area, to:

- co-ordinate, promote and develop Scout Active Support Units;
- maintain effective liaison between Scout Active Support Units.

Subject in all cases to a satisfactory Personal Enquiry, membership of the Area Scout Active Support Unit is open to any person aged 18 or over, including:

- those holding appointments, who will be expected to give priority to the duties of their appointments;
- Scout Network Members, who will be expected to give priority to their Scout Network.

All members of Area Scout Active Support Units must be at least Associate Members. They may

also become Members by making the Scout Promise.

The Area Scout Active Support Unit is responsible for its own composition, organisation, programme and administration in accordance with a remit agreed annually with the Area Commissioner.

The remit may provide for this function to be exercised by a Committee elected by the Scout Active Support Unit members and consisting of the Chairman of the Scout Active Support Unit and such other Members as they may decide.

The following minimum standards are laid down for Area Scout Active Support Units:

- **Leadership** – there should be a properly elected Chairman of the Area Scout Active Support Unit.
- **Activity** - the Scout Active Support Unit should provide active support to Scouting in the Area.

The Area Commissioner, with the Area Team, is required where necessary to assist Area Scout Active Support Unit to reach the required standards.

If a Scout Active Support Unit fails to reach the minimum standards for two consecutive years it may be closed by the Area Commissioner with the approval of the Area Executive Committee.

If a Scout Active Support Unit fails to reach the minimum standard for three years it must be closed.

5. The Area Scout Council

All elected and constitutional bodies of The Scout Association at Headquarters, Country and Area, level should have, as full voting members, at least two young people between the age of 18 and 25 years old.

This policy as a matter of good practice, should also be applied to any ad hoc, short or long term working groups or committees.

6. The Area Executive Committee

A Scout Area is an educational charity. Members of the Area Executive Committee are the charity trustees of the Scout Area.

Only persons aged 18 and over may be full voting members of the Area Executive Committee because of their status as charity trustees.

Certain people are disqualified from being charity trustees by virtue of the Charities Acts.

Charity trustees are responsible for complying with all the legislation applicable to charities.

Scout Areas registered as a charity in England and Wales will be required to make an annual return to the Charity Commissioners.

The Area Executive Committee is responsible for:

- promoting the development of Scouting in the Area;
- arranging for harmonious co-operation between units of the Association and with other organisations;
- the raising of funds and the administration of the Area's finance and property, including Explorer Scout Units and the Scout Network;
- appointing an Area Appointments Advisory Committee, Appointments Chair and Appointments Secretary as per POR: The Appointments Process;
- appointing other sub-Committees and their Chairmen as the Committee may require;
- attending to Area administration, particularly:
 - matters relating to Leader, Manager and Supporter appointments;
 - the appointment of Skills Instructors, Administrators and Advisers;
 - registrations, membership of the Movement;
 - the presentation of an Annual Report and annual statement of accounts to the Annual General Meeting of the Area Scout Council.

7. The Area Appointments sub-Committee

The Area Appointments sub-Committee is a mandatory sub-Committee of every Area Executive Committee.

The sub-Committee must maintain links with the Area Training Manager and Local Training Managers (if appointed).

The responsibilities of the Appointments sub-Committee are:

- to interview and satisfy themselves as to the suitability of applicants for all appointments in the Area, including Area Administrators and Assessors and those seeking Area Adventurous Activity Authorisations who do not hold a Warrant or Appointment elsewhere in the Movement;
- to consider applications for changes in appointments in the Area;
- with the Area Commissioner, to review appropriate Warrants, Certificates of Appointment and Adventurous Activity Authorisations;
- following the suspension of an adult within the Area, to recommend continuation of suspension, reinstatement, or modification or cancellation of appointment;
- to support the Area Commissioner in the resolution of disagreements.

See also the publication 'The Appointment Process – Guidelines for Appointments sub-Committees'.

In addition to the functions listed above, the Area Appointments sub-Committee must consider, jointly with the Area Commissioner, the report of any Arbitrator appointed by the Chief Commissioner.

Any recommendation to cancel or not renew a Leader Warrant or Appointment must be agreed with the Area Commissioner and a report submitted to Headquarters.

In the event of agreement not being reached the matter must be considered by the Area Executive Committee. If the Area Commissioner does not agree with that Committee's decision, the matter must be referred to the Chief Commissioner, whose decision must be accepted as final by all parties.

The Area Executive Committee may appoint an Assistant Area Secretary to be the Secretary of the Area Appointments sub-Committee.

8. The Area Team Meeting

The Area Team, which may comprise Deputy Area Commissioner, District Commissioners, Area Training Manager, Area Explorer Scout Commissioner, Scout Network Commissioner and all Assistant Area Commissioners meets as necessary under the chairmanship of the Area Commissioner or Deputy Area Commissioner.

The purpose of the Area Team Meeting is to:

- review the progress, standards and effectiveness of programmes of Groups, Explorer Scout Units and Scout Network in the Area;
- plan a programme of visits to Groups and Explorer Scout Units to give support and encouragement to Leaders;
- plan the provision of Adult Training;
- plan any programme of Area events deemed to be necessary to supplement Scouting in the Groups and Explorer Scout Units;
- secure the support of the Scout Active Support Units in the work of the Area;
- keep the Area Executive Committee advised of the financial requirements of the training programme in the Area.

9. Conduct of Meetings in the Scout Area

In meetings of the Area Scout Council and the Area Executive Committee only the members specified may vote.

Decisions are made by a majority of votes. In the event of an equal number of votes being cast on either side in any issue, the Chairman does not have a casting vote and the matter is taken not to have been carried.

The Area Scout Council must make a resolution defining a quorum for meetings of the Council and the Area Executive Committee and its sub-Committees.

10. Administrators and Advisers

The Area Chairman and the Area Commissioner must be able to work in partnership.

To assist the formation of this partnership the Area Chairman is nominated by the Area Commissioner.

The appointment of the Area Chairman is approved by the Area Council at its Annual General Meeting. The appointment may not be held by a Leader, Manager or Supporter

Every effort should be made to find an Area Chairman. Only in extreme circumstances may the Area Commissioner act as Area Chairman and then only for a short period.

The Area Secretary - unless employed by the Area - is elected by the Area Scout Council at the Annual General Meeting every year. The appointment may not be held by a Leader, Manager or Supporter.

The Area Treasurer is elected by the Area Scout Council at the Annual General Meeting every year. The appointment may not be held by a Leader, Manager or Supporter.

No individual may hold more than one of the appointments of Area Chairman, Area Secretary or Area Treasurer, neither may the appointments be combined in any way.

Other Administrators and Advisers may be appointed by the Area Executive Committee with the approval of the Area Commissioner.

Administrators and Advisers appointments may be terminated by:

- the resignation of the holder;
- the unanimous resolution of all other members of the Area Executive Committee;
- the expiry of the period of the appointment;
- confirmation by Headquarters of the termination of the appointment in the event of the cancellation of the registration of the Area.

The appointment and termination of all Area Administrators and Advisers appointments must be reported to the Area Secretary who should maintain a record of such appointments.

11. The appointment of Administrators and Advisers in the Scout Area

11.1 The Area President

The role of the Area President is to encourage the well-being of Scouting in the Area.

11.2 Area Vice-President(s) and Life Vice-Presidents(s)

Vice-Presidents and or Life Vice-Presidents may be appointed locally by the Area Scout Council.

11.3 The Area Chairman

The Area Chairman is nominated by the Area Commissioner and the appointment is approved

by the Area Scout Council at its Annual General Meeting.

The office of Area Chairman may not be combined with that of Area Secretary or Area Treasurer.

The office of Area Chairman may not be held by a Leader, Manager or Supporter.

The Area Chairman may be Chairman of the Area Appointments sub-Committee.

The Area Chairman is an ex officio member of all Area forums, councils, committees and sub-Committees.

The Area Chairman is also an ex officio member of every Group Scout Council, and has the right of attendance at meetings of every Group Executive Committee.

Headquarters must be informed of changes in the appointment and address of Area Chairmen.

11.4 The Area Secretary

The Area Secretary may either be elected by the Area Scout Council at its Annual General Meeting or may be employed by the Area Executive Committee, who will make the appointment in consultation with the Area Commissioner.

The office of Area Secretary may not be combined with that of Area Chairman or Area Treasurer.

The office of Area Secretary may not be held by a Leader, Manager or Supporter.

Headquarters must be informed of changes in the appointment and address of Area Secretaries.

11.5 The Area Treasurer

The Area Treasurer is elected by the Area Scout Council at its Annual General Meeting.

The office of Area Treasurer may not be combined with that of Area Chairman or Area Secretary.

The office of Area Treasurer may not be held by a Leader, Manager or Supporter.

Headquarters must be informed of changes in the appointment and address of Area Treasurers.

11.6 Other Administrators and Advisers

Other Area Administrators may be appointed by the Area Executive Committee in consultation with the Area Commissioner.

Area Advisers may be appointed by the Area Executive Committee with the approval of the Area Commissioner.

Area Advisers may be appointed for duties in specific areas of interest or need e.g. Media Relations, Water Activities.

All such appointments must be subject to the satisfactory completion of the enquiry procedure.

The Area Secretary must keep a record of the appointment of all Area Administrators and Advisers.

11.7 Explorer Scout Administrator

The Area Explorer Scout Administrator is appointed by the Area Executive Committee with the approval of the Area Explorer Scout Commissioner in consultation with the Area Commissioner.

11.8 Scout Network Administrator

The Area Scout Network Administrator is appointed by the Area Executive Committee with the approval of the Scout Network Commissioner, in consultation with the Area Commissioner.

11.9 Area Training Administrators

The Area Training Administrator is appointed by the Area Training Manager.

11.10 Area Activity Assessors

Area Activity Assessors are appointed by the Area Scout Executive Committee on the advice of the Area Commissioner or Area Adviser and with the approval of the Area Commissioner.

Any person appointed as an Assessor may act as an Assessor in another Area unless that Area has specifically objected to the individual.

The appointment of Area Activity Assessors is subject to the satisfactory completion of the procedures for enquiry and appointment.

All Area Activity Assessor appointments are subject to a five-year review by the Area Commissioner.

Assessors must hold the relevant qualification (normally of the national governing body) for the activity to be assessed. A list is available from the Scout Information Centre.

11.11 Safeguarding Awareness Co-ordinator

The Area Safeguarding Awareness Co-ordinator is appointed by the Area Commissioner to promote the Child Protection Policy of the Association.

11.12 Area Safety Co-ordinator

The Area Safety Co-ordinator is appointed by the Area Executive Committee to promote the Safety Policy of the Association.

11.13 Training Advisers

Training Advisers are appointed by the Area Training Manager (or their nominee) to support and assess adults through their training up to the award of the Wood Badge.

The functions of the appointment are to:

- brief new adults about the training scheme;
- create a 'Personal Learning Plan' with each adult;
- validate modules as appropriate;
- meet regularly with each adult to offer support and encouragement.

11.14 Employed Area Staff

Area Trustees (members of the Area Executive Committee) other than the Area Secretary may not be paid a salary or remuneration.

Area Administrators, local Development Officers, Campsite Staff or other staff may be employed by the Area Executive Committee and paid a salary out of Area funds.

The Area Executive Committee must consult the Area Commissioner in making such appointments.

Professional advice should be sought with regard to pension scheme facilities, conditions of

employment, taxation and National Insurance requirements.

The procedures for enquiry and the appointment of adults must be followed.

12. The Appointment of Adults in the Scout Area

To become a Leader, Manager or Supporter, or hold any other adult appointment such as Skills Instructor, Area Adviser, Training Adviser etc in a Scout Area a person must have reached the age of 18.

No person aged 18 or over may be permitted to undertake any responsibilities or involvement within Scouting until the appropriate enquiries have been made.

The enquiries must include a Personal Enquiry to Headquarters as described below, in the case of a person who:

- wishes to become a Member or Associate Member; or
- may have unsupervised access to young people; or
- will have involvement with the handling or management of funds; or
- will be assisting with overnight activities (including Nights Away); or
- may be helping out once a month or more.

An enquiry is not necessary if the individual is simply moving from one appointment to another, provided the procedures have been followed for the initial appointment, and the person's service has been continuous.

The Area Secretary or the Appointments Secretary must forward the Personal Enquiry to Headquarters without delay following its completion by the adult concerned.

When completing a Personal Enquiry the fullest possible information about the individual must be given.

12.1 Limitation of holding more than one Appointment

No Scouter may hold more than one appointment unless able to carry out all the duties of more than one appointment satisfactorily.

The Area Commissioner must give approval for any person to hold more than one appointment and, if the appointments are to be held in more than one Area, the approval of all the Area Commissioners concerned must be obtained.

An Area Commissioner may not hold any other appointment other than in a short term 'acting' capacity, or as a Training Adviser.

13. The Appointment of Unit Assistants and Skills Instructors in the Area

13.1 Unit Assistants

Unit Assistants are appointed by the Explorer Scout Leader, with the approval of the Area Explorer Scout Commissioner in consultation with the Area Commissioner.

The procedures for the appointment of adults above must be followed.

Unit Assistant's responsibilities and the duration of appointment are specified by the Explorer Scout Leader at the time of appointment.

Unit Assistants may not carry any responsibility for the management of the Explorer Scout Unit.

Unit Assistants are issued with a Certificate of Appointment which is subject to a five-year review. Unit Assistants are not issued with a Warrant.

Unit Assistants are encouraged to participate fully in Section Adult Training. Module 1 *Essential Information* and Module 3 *Tools for the Job (Section Leaders)* are compulsory requirements.

13.2 Skills Instructors

Skills Instructors are appointed and retired by the Area Commissioner.

Skills Instructors may work with the Area, a Group or a Section, subject to the approval of the Appointments sub-Committee.

The procedures for the Appointment of Adults above must be followed.

Skills Instructors are issued with a Certificate of Appointment which will specify the skill. Warrants are not issued.

Skills Instructors are encouraged to participate fully in Section Adult Training. Module 1 – *Essential Information* is a compulsory requirement.

The Area Secretary must maintain a record of all current Skills Instructors in the Area.

14. Young Leaders (Explorer Scouts)

Explorer Scouts can become Young Leaders in the Beaver Scout, Cub Scout and Scout Sections.

Young Leaders must undertake appropriate training as described in the Young Leaders' Scheme.

A young person under the age of 18 years working with another Section must not have unsupervised access to youth Members.

All Young Leaders are members of a Young Leaders' Explorer Scout Unit.

Members of Girlguiding UK and other young people undertaking the Service Section of The Duke of Edinburgh's Award may work with the Beaver Scout, Cub Scout or Scout Sections, with the agreement of the Section Leader, for a fixed period of time. These young people must also complete training similar to Young Leaders.

These young people are not Young Leaders and therefore not members of a Young Leaders' Explorer Scout Unit and do not have access to the wider Explorer Scout provision.

15. Funds administered by Explorer Scout Units, Scout Network, Scout Active Support Units and other Scout Sections in the Area

Any other Area approved activity that is not an independent charity, e.g. an Explorer Scout Unit, Scout Network, Scout Active Support Unit, Gang Show, Campsite, Badge Secretary etc., must itself administer sums allocated to it by the Area Executive Committee.

Subscriptions paid by Members of any Explorer Scout Unit, Scout Network, Scout Active Support Unit or other activity within the Area or on their

behalf must be handed to the Area Treasurer or his nominee as soon as possible after receipt.

The Area Treasurer should make the necessary records and pay the money into the Area bank account(s) as soon as practicable.

Each Explorer Scout Unit, Scout Network, Scout Active Support Unit or other activity must keep a proper cash account which must be produced, together with supporting vouchers and the cash balance, to the Area Treasurer at least once in each period of three months.