

National Scout Constitution of the Barbados Boy Scouts Association

(95th Member of The World Scout Conference)



January 2023

THE BARBADOS BOY SCOUTS ASSOCIATION

NATIONAL SCOUT CONSTITUTION (2023)

ARTICLE I - TITLE, JURISDICTION AND HEADQUARTERS

1. The name of the association shall be the Barbados Boy Scouts Association and its management shall be vested in a body known as the National Scout Council.
2. The jurisdiction of the Barbados Boy Scouts Association (hereinafter referred to as the Association) and of the National Scout Council (hereinafter referred to as the Council) shall be over the Island of Barbados.
3. The Association was incorporated by an act of Parliament, *CAP 376A Barbados Boy Scouts Association (Incorporation)*, on 30th December 1976.
4. The Headquarters of the Association shall be at Hazelwood, Collymore Rock, in the Parish of St. Michael, or at such other place as the Council may from time to time appoint.

ARTICLE II - AIMS AND BASIS

1. The Scout Movement is based on the following principles:

Duty to God

Adherence to spiritual principles, loyalty to the religion that expresses them and acceptance of the duties resulting therefrom.

Duty to Others

Loyalty to one's country in harmony with the promotion of local, national and international peace, understanding and cooperation.

Participating in the development of society with recognition and respect for the dignity of humanity and for the integrity of the natural world.

Duty to Self

Responsibility for the development of oneself.

These principles and practice shall be voluntarily subscribed to by each individual desiring membership, as hereinafter set out.

2. The aim of the Association shall be to develop good citizenship among boys by assisting in the formation and development of character, training them in habits of observation, obedience and self-reliance; including loyalty, patriotism, courage and thoughtfulness for others, teaching them services useful to the public and handicrafts useful to themselves, promoting their physical, mental, moral and spiritual development.
3. The principles and practice of the Association shall be based on the Scout Promise and Law, voluntarily subscribed to by each individual desiring membership, as hereinafter

set out.

4. The Scout Promise

The Scout Promise shall be:-

On my honour I promise that I will do my best,
To do my duty to God, and my Country,
To help other people, and
To keep the Scout Law.

5. The Scout Law

The Scout Law shall be:-

1. A Scout is to be trusted.
2. A Scout is loyal.
3. A Scout's duty is to be useful and to help others.
4. A Scout is a friend to all and a brother to every Scout.
5. A Scout is courteous.
6. A Scout is kind to animals.
7. A Scout is obedient to those in authority.
8. A Scout is cheerful especially in the face of difficulty.
9. A Scout is thrifty.
10. A Scout is clean in thought, word and deed.

6. Alternative wording to the Scout Promise and Law for younger sections and those of other faiths are set out in the Regulations and Rules of the Association.

7. The Motto

The Motto of the Association shall be 'Be Prepared'.

8. Safe from Harm

The Association shall ensure that policies and procedures are in place to ensure a safe environment for children, young people and adults.

9. Involvement of Youth Members

The Association will seek to include the participation of its Youth Members under the age of 30 in all its decision-making bodies wherever possible.

ARTICLE III - PRINCIPLES AND POLICY**1. General**

- (a) Membership of the Association shall be voluntary and shall consist of such categories as may be defined by the Regulations and Rules of the Association.
- (b) There shall be no discrimination as to the admission for any reason of race, ethnicity, religion, creed, sect or class.

2. The Scout Method

The Scout Method is a system of progressive self-education, through the interaction of all the following elements:

- The Scout Promise and Law,
- Learning by Doing,
- Personal Progression,
- Team System,
- Adult Support,
- Symbolic Framework,
- Nature,
- Community Involvement.

The Scout Method is practiced by creating a meaningful educational experience for young people. It should be used in a way that is consistent with the Scout Movement's Purpose and Principles. It is further described in a relevant policy, adopted and reviewed from time to time by the World Scout Conference.

3. Religious

The Association shall recognise all religions and shall expect every member to belong to some religious denomination and to understand his duty to his own religion.

Every member shall show tolerance and respect for the religious convictions of others.

4. Political

The Association shall not be connected with any political body.

Every member shall have individual freedom of thought and action in political matters, provided that the aims and policy of any political party to which they may give allegiance shall not conflict with the aims of the Movement as expressed in this Constitution.

No member of the Association shall influence or involve the Association in any question of a political nature, nor shall they take part as a Scout or in Scout uniform in any

meeting, gathering or other occasion associated with any political party or activity.

5. Military

The Association shall not be military. Technical military training shall not be given to the members of the Association as such.

6. Financial

The spirit of the Association shall be that Scouts should generally earn and not solicit money. The Association depends financially on the contributions of its own members and on public support.

Uniformed members shall not take part in any street sales or collection of money either for their own funds or for those of others without the sanction of the Executive Committee.

No appeals to Government or to the public shall be made without the sanction of the Executive Committee.

7. External Relations

(a) The Association shall not be subject to control by any department of Government.

(b) The Association shall promote friendly relations with other national organizations of a non-political character having similar aims.

(c) The Association and all its members shall endorse and adhere to the principles and policy of the World Scout Conference. The Association as a national organization shall be registered with the World Scout Bureau.

(d) The Association shall to the best of its ability carry out its obligations to the World Scout Conference and promote friendship and cooperation with other recognized members of the World Organization of the Scout Movement.

ARTICLE IV - THE CHIEF SCOUT AND THE PATRON

1. The Chief Scout shall be appointed by the Head of State upon the recommendation of the Council, provided that nothing in the Article shall preclude the Head of State from assuming the office of Chief Scout when invited by the Council to do so. The functions of the Chief Scout shall be:-

(a) To foster and encourage the Scout Movement in Barbados and to seek to gain the highest standard of effective Scouting throughout the Association in all respects.

(b) To sign warrants of appointment on the recommendation of the Chief Commissioner.

2. If the Head of State does not assume the office of Chief Scout, then the Head of State can

be invited to be the Patron. The functions of the Patron shall be:

- (a) To foster and encourage the Scout Movement in Barbados; and
- (b) To encourage the highest standard of effective Scouting throughout the Association in all respects.

ARTICLE V - PRESIDENT AND VICE-PRESIDENTS

1. There shall be a President of the Association who shall be elected by the Council. He shall be elected for the term of three (3) years and shall be eligible for re-election on expiry of such term for no more than three (3) consecutive terms. The President shall normally act as Chairman at meetings of the Council.
2. The person holding the office of Chief Scout shall be eligible for the office of President of the Association.
3. There may not be more than three Vice-Presidents of the Association. The Vice-Presidents shall be elected by the Council for the term of three (3) years. Only one (1) Vice-President may be elected in any given year. Each Vice-President shall be eligible for re-election on the expiry of such term for no more than three (3) consecutive terms.
4. A number of Honorary Vice-Presidents may be appointed by the Council as it may think fit.

ARTICLE VI - CHIEF COMMISSIONER, DEPUTY CHIEF COMMISSIONERS, INTERNATIONAL COMMISSIONER AND HEADQUARTERS COMMISSIONERS

1. The Chief Commissioner of the Association shall be appointed by the Chief Scout on the recommendation of the Council. The Chief Scout may also appoint no more than two Deputy Chief Commissioners, an International Commissioner, and one or more Assistant Chief Commissioners, on the recommendation of the Chief Commissioner after consultation with the Executive Committee of the Council, to exercise such functions as the Chief Commissioner may delegate to them.
2. In the event of there being no Chief Commissioner or during the absence or inability of the Chief Commissioner to perform his duties, the Chief Scout shall appoint one of the Deputy Chief Commissioners to act for him pending resumption of duties or the appointment of a new Chief Commissioner. If there be no Deputy Chief Commissioner(s) the Chief Scout shall appoint one of the Headquarters Commissioners as Acting Chief Commissioner with the agreement of the Executive Committee.
3. The functions of the Chief Commissioner shall be:-
 - (a) To supervise generally the execution of the directives and decisions of the Council and to be responsible to the Council for all Scouting activities in the island.
 - (b) To supervise and coordinate the work of the several Deputy and Assistant Chief

Commissioners.

- (c) To determine the number and the boundaries of the Districts into which the Island shall be divided, for the purposes of the formation and operation of District Scout Councils and to supervise the registration of such Districts.
 - (d) To decide any differences of opinion between, the District Commissioner and a District Scout Council or between two or more District Scout Councils.
 - (e) To supervise the issue of warrants to Commissioners and Scout Leaders and the registration of units and groups.
 - (f) To provide for the issue of instructions to all Headquarters' Staff and warranted Leaders of the Association to ensure the performance of their duties in accordance with the policy and decisions of the Council and Executive Committee.
 - (g) To conduct an Annual Census of members of the Association.
 - (h) To provide for the appointment and convening of such Advisory Committee as he may deem necessary, to assist in the effective working of the Association, provided that the Chairman of every such Committee shall be appointed with the approval of the Executive Committee, and after consultation with the Deputy or Assistant Chief Commissioner or other Officer of the Association whose duties may be primarily concerned.
 - (i) To suspend where he considers it necessary in the interests of Scouting, the registration of District Scout Councils, or Groups, or Units, pending a decision of the Executive Committee in the matter.
 - (j) To suspend the warrant of any Commissioner or Scout Leader pending the decision of the Executive Committee on the matter. The Chief Commissioner shall notify the Executive Committee immediately of any suspension and the Committee will meet to decide on the matter within thirty days of the date of the beginning of the suspension.
 - (k) The performance of all other duties that are specified for the Chief Commissioner in the Regulations and Rules of the Association.
4. (a) The Chief Commissioner may with the approval of the Executive Committee, appoint an Executive Commissioner and one or more Assistant Executive Commissioners to assist him in the performance of his duties; to be responsible for the routine administration of the Association; to supervise professional staff of the Association or to perform such organisational or training duties as the Chief Commissioner shall direct.
- (b) Particular responsibilities for specific duties may be delegated by the Chief Commissioner to any Deputy Chief Commissioners or to any Assistant Chief Commissioners.

5. The functions of the International Commissioner shall be:-
 - (a) To initiate and maintain good and purposeful relations with the Regional Scout Committee, the World Scout Bureau, members of the World Scout Conference and other regional and international Associations having similar aims.
 - (b) The performance of all other duties that are specified for the International Commissioner in the Regulations and Rules of the Association.
6. On the recommendation of the Chief Commissioner, the Council may appoint a number of Honorary Commissioners as it may think fit.

ARTICLE VII - THE NATIONAL SCOUT COUNCIL

1. The Council shall consist of the following members:-

Ex. Officio

1. The Patron
2. The Chief Scout
3. The President
4. The Vice-Presidents
5. The Honorary Vice-Presidents
6. The Chief Commissioner
7. The. Deputy Chief Commissioners
8. The International Commissioner
9. The Assistant Chief Commissioners
10. The District Commissioners
11. The Deputy District Commissioners
12. The Assistant District Commissioners
13. The Executive Commissioner
14. The Honorary Secretary
15. The Honorary Treasurer
16. The Honorary Commissioners

Delegates

Delegates from each Scout Group, registered with the Association at the time of the meeting of the Council, shall be eligible to participate in meetings of the Council. The delegation shall comprise the Leader-in-Charge of the Scout Group and one delegate for each registered unit of the Scout Group.

Nominated

The Chief Commissioner, Girl Guides Association of Barbados or her nominee,
Representatives of Associations with similar aims,
Representatives of those Ministries which are concerned with Education,
Community Development, Youth and Social Welfare,
Representatives of the Religious Denominations,
Representatives of the Business and Professional Bodies,
The Chairman of each District Scout Council,
A Scout Leader nominated by each District Scout Council,
and such other persons as the Council may from time to time nominate.

Elected

Persons who have rendered valuable service to the Community, or the Association, or whose professional or technical assistance could be of value to the Association. Such persons shall be elected at the Annual General Meeting of the Council and shall hold office for one year and shall be eligible for re-election.

2. Officers

The Chief Scout shall normally preside at any General Meeting of the Council. In his absence, the President, or in the absence of both, the Senior Vice-President shall act as Chairman. In the absence of these persons, the members present shall elect one of their numbers to preside at that Meeting.

An Honorary Treasurer and an Honorary Secretary shall be elected by the Council at the Annual General Meeting for the term of three (3) years. Only one of these Officers may be elected in any given year. Each of these Officers shall be eligible for re-election on expiry of such term for no more than three (3) consecutive terms.

All these office holders shall be entitled to vote and in the event of an equal number of votes being cast on either side the Chairman does not have a casting vote and the matter is taken not to have been carried.

The Council shall also appoint an Auditor and fix his fee or appoint an Honorary Auditor at the Annual General Meeting. Any vacancy in the office of Honorary Auditor or Auditor as the case may be, Honorary Treasurer, or Honorary Secretary shall be filled by a person appointed by the Executive Committee to hold office until the next Annual General Meeting. In case of a temporary absence of the Honorary Treasurer or the Honorary Secretary the Committee shall appoint a person to act in their place until their return or until the Annual General Meeting, whichever shall first occur.

3. Meetings

- (a) The Council shall meet at least once in every year and Extraordinary Meetings may be called by the Chief Scout, the Chief Commissioner, the President, the Honorary

Secretary with the consent of the Chief Commissioner, or following a request made in writing by five (5) other members of the Council.

The Scout Year shall run from 1st April to 31st March next ensuing and the Annual General Meeting shall be held not later than the 30th June of each subsequent year.

- (b) At the Annual General Meeting the Council shall consider the Annual Report of the Chief Commissioner, the Audited Balance Sheet and Accounts and the Budget submitted by the Honorary Treasurer, elect office-bearers, an Executive Committee and transact the business on the Agenda, and any other business admitted by the Chairman or by two-thirds of the members present and voting at the meeting, provided that such two-thirds shall represent not less than one-half of the membership of the whole Council.
- (c) Sixteen members shall form a quorum at any meeting of the Council.
- (d) The Honorary Secretary shall send to every member of the Council thirty days notice in writing of the date fixed for the holding of the Meeting, and any member desirous of having any business placed on the Agenda for that meeting shall send to the Honorary Secretary within seven days of the date on which he should have received such notice in the ordinary course of post a statement in writing of such business. The Honorary Secretary shall send to each member of the Council a copy of the Agenda for the meeting in such time as to allow fifteen days notice in case of the Annual General Meeting. Written notice includes all notices sent via electronic means (e.g. email, WhatsApp or any other medium selected for this purpose).
- (e) In the event of an Extraordinary Meeting seven days notice shall be given.
- (f) Notwithstanding the provisions of the preceding paragraph the accidental omission to give notice of a meeting to any member entitled to receive such notice shall not invalidate anything done at such a meeting.
- (g) If necessary, meetings of the Council may be held virtually using an online platform approved by the Executive Committee.

Council meetings may also be held with some of the members participating virtually and others in person at the given location.

- (h) The Report of the Annual General Meeting shall be submitted to the World Organisation of the Scout Movement within three months of the meeting.

4. Voting

At deliberations of the Council every qualified member present, including the Chairman and those participating virtually, shall have one vote, and in the event of an equal number of votes being cast on either side, the Chairman does not have a casting vote and the matter is taken not to have been carried.

5. Functions

The functions of the Council shall be as follows:-

- (a) To promote the welfare of the Scout Movement.
- (b) To advise the Chief Commissioner on the administration of the Association.
- (c)
 - (i) To raise and administer funds for the administration and development of Scouting in Barbados,
 - (ii) To purchase, take on lease or hire or otherwise acquire and hold all estate and property, real and personal.
 - (iii) To construct, provide, maintain, repair or alter any buildings, works, stores, plant, equipment and things which may from time to time be deemed requisite for any of the purposes of the Association.
 - (iv) To sell, lease, or otherwise dispose of any real or personal property of the Association upon such terms and conditions as shall be deemed expedient and whether subject to an unpaid balance of purchase money or otherwise, provided that such sale shall be for the benefit of the Association as determined by the Council.
 - (v) To borrow monies for the purposes of the Association and to secure any monies owed by the Association by Mortgage or other charge of its property,
 - (vi) To invest the funds of the Association, provided that any such investment conforms to the Laws for the time being in force in this island governing the use of such funds.
- (d) To establish and maintain a National Headquarters Office, to act as a channel of communication with the District Scout Councils and to maintain friendly relations with the Regional Scout Office, the World Scout Bureau, members of the World Scout Conference and other Associations having similar aims.
- (e) To promote the organization and effective operation of the District Scout Councils on such terms and under such regulation as the Council may from time to time require by its Bye-Laws.
- (f) To carry on publicity, to produce publications, organize meetings, demonstrations, rallies, conferences and other undertakings in the interests of the Association.
- (g) With the concurrence of the Chief Commissioner and upon the recommendations of the District Scout Councils and District Commissioners concerned to register groups and to issue warrants signed by the Chief Scout or the Chief Commissioner and similarly to remove any group from the register and to withdraw the warrants of any such officers.

- (h) To assist the Chief Scout and the Chief Commissioner where either may so desire, in performing any of their respective functions.

6. Delegation Of Functions

The Council shall have power to delegate to the Executive Committee such of its functions as it may deem desirable in the interest of efficiency and expeditious despatch of business except those expressly required or directed to be exercised or performed by the Council.

ARTICLE VIII - ACCOUNTS AND AUDIT

- (a) The Council shall cause proper books of Accounts to be kept of all monies received and expended and all of its assets and liabilities.
- (b) The books of accounts shall be kept at the National Headquarters Office or such other place as the Council may direct and shall be open to the inspection of any member of the Council on application to the Chief Commissioner.
- (c) The Council shall have a banking account or accounts which shall be operated jointly by the Honorary Treasurer, or any person duly appointed to act for him, and the Chief Commissioner or any Deputy Chief Commissioners or any Assistant Chief Commissioner appointed by the Executive Committee for the purpose.
- (d) The Honorary Treasurer shall at each Annual General Meeting lay before the Council a Balance Sheet as at the 31st day of March immediately preceding and an Income and Expenditure Account made up to that date, together with their Budget proposals for the Scout Year commencing on the 1st day of April. The Honorary Treasurer shall submit a quarterly Financial Report to the Executive Committee.
- (e) The Auditor shall make a report to the Council on the accounts examined by him, and such report shall be attached to the Annual Balance Sheet.

ARTICLE IX - THE EXECUTIVE COMMITTEE OF THE NATIONAL SCOUT COUNCIL

- 1. At the Annual General Meeting, the Council shall elect, as required, from among its members an Executive Committee to exercise any of its functions except those reserved for the Annual General Meeting under Article VII, 3(b).
- 2. The Executive Committee shall comprise the following:-
 - The Chairman
 - The Chief Commissioner
 - The Deputy Chief Commissioners
 - The International Commissioner
 - The Assistant Chief Commissioners

The District Commissioners

The Executive Commissioner without vote

The Honorary Secretary

The Honorary Treasurer

Nine (9) other members as described in paragraph 4 below

3. The Chairman of the Executive Committee shall be the President or a Vice-President elected for that purpose at the Annual General Meeting and he shall be a member ex-officio. In his absence a Chairman shall be elected from among those present. The Chairman shall not have an additional or casting Vote.
4. There shall be nine (9) other persons to be elected, as appropriate, by the Council from among its members for the term of three (3) years. Only three (3) members may be elected in any given year. Each member shall be eligible for re-election on expiry of such term for no more than three (3) consecutive terms.
5. No member shall vote by proxy unless a system of proxy voting is approved by a majority vote of the Executive Committee. The implementation of a system of proxy voting must comply with paragraph 17 (c)
6. All elected officers of the Association, all Assistant Chief Commissioners, or Advisory Committees shall have access to the Executive Committee to advise or report on matters within their particular responsibility.
7. Any vacancy among elected members may be filled by co-option until the next Annual General Meeting.
8. In addition to Advisory Committees on matters of standing importance to the Association such as Finance, Equipment, Publications, Training, etc. the Executive Committee is authorized to appoint sub-committees for special purposes from time to time and as may be deemed necessary, provided that at least one of the members of every sub-committee shall be a member of Council.
9. The Executive Committee shall appoint a sub-committee to advise on Scout Awards and Decorations
10. The Executive Committee shall be empowered to call for reports from the Chief Commissioner or any Assistant Chief Commissioner on any matter when they may deem it necessary.
11. If necessary, meetings of the Committee may be held virtually using an online platform approved by the Committee. Meetings may also be held with some of the members participating virtually and others in person at the given location.
12. The composition of the Executive Committee should reflect the diversity of the existing and potential members (such as gender, ethnicity, socio-economic background, diversity, religion or beliefs, experience and competencies). The Executive Committee

reflects regional representation and shall wherever possible include young persons under the age of 30.

13. New members of the Executive Committee shall be provided with written guidance and training and shall formally acknowledge their role, responsibilities and legal obligations.
14. The Executive Committee shall meet at least four (4) times a year. Additional meetings may be convened as necessary to address specific matters. Half of the membership of the Executive Committee shall form a quorum at any meeting of the Executive Committee. Agenda and minutes of meetings shall be available to members within a reasonable timeframe.
15.
 - (a) Executive Committee Members with voting rights are acting in a voluntary capacity and have no stakes in the day-to-day operations of the Association.
 - (b) In a case where an Executive Committee member has a stake in the day-to-day operation, the concerned Executive Committee member must declare and document a potential conflict of interest.
 - (c) Executive Committee members shall formally commit themselves to avoid conflict of interest that could jeopardise the Association's reputation. A dedicated "Register of Interest" shall be maintained and updated annually. Areas of potential conflict of interest are defined in the appropriate section of the Regulations and Rules of the Association.
16. An Executive Committee member may be removed from the Executive Committee for any of the following reasons:
 - (a) Failure to attend three (3) consecutive Executive Committee meetings without tendering an acceptable excuse;
 - (b) Being convicted of a criminal offence;
 - (c) Being involved in any matter that can potentially cast the Association in a negative light;
 - (d) In any way knowingly breaches the rules and regulations of the Association.
17. Voting
 - (a) At deliberations of the Executive Committee every qualified member present including the Chairman and those participating virtually, shall have one vote and in the event of an equal number of votes being cast on either side, the Chairman does not have a casting vote and the matter is taken as not to have been carried.
 - (b) No paid staff on the Executive Committee shall have voting rights.
 - (c) If a system of proxy voting is implemented, the rules shall be defined in the relevant section in the Regulation and Rules of the Association. Care shall be taken

to avoid the concentration of votes in the hand of any one member and that such voting meets International Standards.

ARTICLE X - INTERPRETATION, BYE-LAWS, AMENDMENTS AND DISSOLUTION

1. The interpretation of the provisions of this Constitution shall lie with the Executive Committee whose decision shall be final. All such rulings of the Executive Committee shall be reported to the Council at its next meeting.

2. Bye-Laws

The Executive Committee shall have power to make bye-laws, and to vary or cancel the same, to carry out the objects of this Constitution and provide for the effective conduct of the affairs of the Association, provided such bye-laws do not conflict in any respect with any Articles of this Constitution.

3. Amendments

No amendment whether by way of alteration, addition, deletion or otherwise, shall be made to this Constitution unless at least two months' notice setting out the proposed amendment shall have been sent in writing to all members of Council, and such amendment shall have been subsequently approved by a vote of two-thirds of those present and voting at the Annual General Meeting or at an Extraordinary Meeting called for that purpose. Such amendment shall not be effective until it has been approved by the World Scout Bureau.

4. Dissolution

In the event of dissolution of the Association, the Executive Committee shall make recommendations to the National Scout Council for the process to be followed and for the disposal of assets. The National Scout Council shall arrive at a decision through a two-thirds majority vote.

ARTICLE XI - REGULATIONS AND RULES

1. It shall be the duty of the Executive Committee to compile and publish a handbook of the Regulations and Rules of the Association. This handbook shall set out the policies, organization and rules of the Association as a guide to the principles of Scouting for all members and to provide for the effective working of the Association in all respects and in accordance with this Constitution and its Bye-Laws.

ARTICLE XII - COMMENCEMENT OF CONSTITUTION

1. This Constitution shall come into effect on the date of its adoption by the National Council convened under Article VII. From the same date the previously existing Constitution of the Association shall be deemed to have been superseded.



Barbados Boy Scouts Association

"Hazelwood", Upper Collymore Rock, St. Michael BB14004, Barbados