



BARBADOS BOY SCOUTS ASSOCIATION

INFORMATION SHEET

THE EXECUTIVE COMMITTEE OF THE NATIONAL SCOUT COUNCIL

The National Scout Council elects an Executive Committee from among the members of the Council. It has the authority to delegate to the Executive Committee any of its functions as it deems desirable in the interest of efficiency and expeditious despatch of the business of the Association. The only functions it cannot delegate are those which must be exercised or performed by the Council or are reserved for the Annual General Meeting.

MEMBERSHIP

The Executive Committee comprises the following:-

Ex. Oficio:

- 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

Elected:

- Nine (9) other members (as described below)

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

New members of the Executive Committee are to be provided with written guidance and training. After receiving the written guidance and completing the necessary training, they are required to officially acknowledge their role, responsibilities and legal obligations.

THE CHAIRMAN

The Chairman of the Executive Committee is the President of the Association. If the President is unable to serve as the Chairman, then a Vice-President is elected for that purpose at the Annual General Meeting. In the absence of the Chairman at a meeting, one of the members present is elected to fulfil the role of Chairman for the meeting. It should be noted that in the case of tied decisions, the Chairman does not have an additional or casting vote.

2 BARBADOS BOY SCOUTS ASSOCIATION

ELECTED MEMBERS

Nine (9) other persons are to be elected as appropriate, by the Council from among its members for a term of three (3) years. Only three (3) members are elected in any given year. Each eligible member can be re-elected on expiry of such term for no more than three (3) consecutive terms. Any vacancy among elected members may be filled by co-option until the next Annual General Meeting.

TERMINATION OF MEMBERSHIP

An Executive Committee member can 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.

FUNCTIONS

In addition to the existing Advisory Committees on matters of importance to the Association, such as Finance, Equipment, Publications, and Training, the Executive Committee can appoint sub-committees for special purposes. These sub-committees are established when they are deemed necessary and for as long as is necessary. However, at least one of the members of every sub-committee must be a member of the Council. The Executive Committee is also required to have a sub-committee to advise on Scout Awards and Decorations

The Executive Committee can call for reports from the Chief Commissioner or any Assistant Chief Commissioner on any matter when they deem necessary. In addition, all elected officers of the Association, all Assistant Chief Commissioners, or Advisory Committees must have access to the Executive Committee to advise or report on matters within their particular responsibility.

MEETINGS

Most meetings of the Executive Committee are held in person, preferably at Scout Headquarters. However, meetings may be held virtually using an online platform approved by the Committee or they may be held with some of the members participating virtually and others in person at a given location.

The Executive Committee meets 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 should be available to members within a reasonable timeframe before the meeting.

CONFLICT OF INTEREST

Executive Committee Members with voting rights are acting in a voluntary capacity and should have no stakes in the day-to-day operations of the Association. In a case where an Executive Committee member has a stake in the day-to-day operations, the concerned Executive Committee member must declare and document their potential conflict of interest. Executive Committee members should avoid any conflict of interest that could jeopardise the Association's reputation.

A dedicated "Register of Interest" is to 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.

VOTING

At deliberations of the Executive Committee every qualified member present including the Chairman and those participating virtually, has one vote. 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. No paid staff on the Executive Committee has voting rights.

A system of proxy voting can be implemented if it has been approved by a majority vote of the Executive Committee. The implementation of such a system must comply with the rules in the relevant section of the Regulation and Rules of the Association. Care should be taken to avoid the concentration of votes in the hand of any one member and that such voting meets International Standards.

REFERENCES

1. **National Scout Constitution of the Barbados Boy Scouts Association.** 2023 Edition. Barbados Boy Scouts Association, “Hazelwood”, Upper Collymore Rock, St. Michael BB11604, Barbados.