



# Branch Scout Council

## Scouts ACT

## Terms of Reference

### Purpose statement

- The Branch Scout Council (BSC) is a team that works to support Scout Units in the ACT to deliver a youth program for Scouts (aged 11-14) that is adventurous, fun, challenging and inclusive.

### Roles and responsibilities

- The BSC will:
  - Organise and promote Branch events for Scout Units to build friendships and connections between Units
  - Make suggestions and recommendations to Branch events organisers
  - Undertake projects to address challenges faced by Scout Units
  - Represent the views of Scouts at a Branch level
  - Provide opportunities for Scouts to have their voices heard on topics that impact them
  - Promote the Scout age section within the Branch and to the wider community

### Membership

- 1-2 representatives from each Scout Unit in the ACT
- An Executive Committee of up to 6 Scouts who lead BSC meetings, projects and events
  - Executives are elected annually at the end of Term 1, and must remain an active member of their Scout Unit during their term of office
  - Executive roles include the Chair, Vice Chair, Secretary, and several Executive Members
- Mentors from the Youth Engagement Team

### Meetings

- The BSC will aim to meet twice a term, generally on a Monday in weeks 2 or 3 and on a Wednesday in weeks 8 or 9.
- Meetings will be face-to-face with the option for Scouts to dial-in remotely.
- The location of meetings will be announced ahead of time.

- Meetings will consist of:
  - Updates from the Executives
  - Updates from Units
  - Guest speakers
  - Discussions of topics requested by Units
  - Workshops to develop skills, create resources and plan events
- A meeting agenda will be provided ahead of each meeting, based on topics for discussion requested by Scout Units.
- Meeting minutes will be circulated following each meeting.
- Voting will be by a simple majority of Units present at the meeting.