

COUNTY OF SURREY

CONSTITUTION OF THE SURREY SCOUT WATER ACTIVITIES CLUB

1. NAME OF CLUB

The Club shall be known as the Surrey Scout Water Activities Club.

2. AIMS AND OBJECTIVES

- a. To encourage all involved in Scouting in all forms of water activities
- b. To provide facilities and opportunities for all members of Scouting to increase their interest in water activities and to communicate the opportunities available to all Scout Groups within the Scout County of Surrey.
- c. To encourage high standards of safety and leadership in all water activities through the provision of training based on the recognised requirements of the Scout Associations and all appropriate national governing bodies. This may be done directly with the Club or in association with other recognised and registered water training providers.
- d. Encourage each Scout District within Scout County of Surrey to appoint a District Water Activity Adviser.

3. AFFILIATION

- a. The Club activities shall fall within the total range of provision offered by the Surrey County Scout Council and will be subject to the rules of the Scout Association as set out in POR.
- b. The Club may become affiliated or liaise with any specialist club, association or organisation which will help the Club to fulfil its aims and objectives and maintain high standards of safety and training provided that such affiliation does not compromise or conflict with the Aims and Objectives of the Scout Association.

4. MEMBERSHIP

SSWAC is an active support unit. As such it will operate under The Scout Association Active Support Unit frame work. Anyone is welcome to join the SSWAC Active Support Unit in line with this framework.

5. CHARGES

Appropriate charges will be made to cover the cost of individual activities.

6. ANNUAL GENERAL MEETING

- a. An Annual General Meeting shall be held every year at such time and place as may be determined by the Management Committee to meet Scout County requirements.
- b. Attendance at Annual General Meetings shall be open to all full members of the Club as defined in Rule 4 (a) and to any special guests invited by the Management Committee.

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- c. Notice of the Annual General Meeting will appear on Surrey Scout Water Activities Club website (at www.sswac.co.uk) and the Assistant County Commissioner (Activities) shall notify the office secretary at Surrey Scout County office .
- d. An Extraordinary General Meeting of the Club may be called by the Management Committee or by five adult members of the Club making written request to the Club Secretary.
- e. Each person present, who is a 'member' as defined in Rule 4 (a) above shall have one vote and any motion which has been duly proposed and seconded shall be carried by a simple majority of those voting. In accordance with POR Rule 12 (e) 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 but the matter is taken not to have been carried.

7. MANAGEMENT

- a. Management of the Club shall be vested in a Management Committee comprising of the ex-officio member, the Assistant County Commissioner (Activities) and elected members.
The Elected Members are the Club Chair, the Club Secretary, the Club Treasurer and the Club Welfare Officer and up to four non office bearing elected members.
The County Commissioner has the right to attendance or may nominate a representative to attend on his behalf. The Chairman of the Surrey County Scout Council has the right of attendance.
- b. The Management Committee may co-opt up to a further four Club members should they consider this desirable.
- c. The Management Committee Chair shall be the Assistant County Commissioner (Activities) or his nominee.
- d. Management Committee members must be over 16 years of age at the date of their appointment.
- e. Elected members of the Management Committee are elected at the Club's Annual General Meeting and serve a term of one year. They shall be eligible for re-election but should not normally serve more than three consecutive terms of office.
- f. All Management Committee members shall receive due notice of Committee Meetings and four members present at a Committee Meeting shall constitute a quorum.
- g. The Management Committee may set up sub-committees as appropriate.
- h. The Management Committee may invite any member of the Club and District Water Activities Advisers to attend all or part of a Management Committee meeting.
The function of the Management Committee shall include:
 - I. Management of any funds, equipment and other assets of the Club.
 - II. Management of the County Canoe Centre.
 - III. Responsibility for ensuring that activities and equipment are covered by adequate insurance.
 - IV. Provision of opportunities for all members of the Surrey Scout Water Activities Club to take part in any water activities.
 - V. Provision of training opportunities in water activities for all levels.
 - VI. Encouraging high standards of safety and training in water activities

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- VII. Ensure that the Surrey Scout Safeguarding and child protection regulations are met

8. ACCOUNTS

- a. The Management Committee will ensure that proper accounts are kept in accordance with the requirements of the Scout Association and relevant Charities legislation. The accounts shall be open at all times to inspection by the Treasurer of the Surrey County Scout Council.
- b. The financial year of the Surrey Scout Water Activities Club shall be from 1st April to the following 31st March.
- c. An audited statement of accounts will be presented at the Annual General Meeting of the Club and then forwarded to the Treasurer of the Surrey County Scout Council.
- d. The Club shall have a bank account operated in the name of Surrey Scout Water Activities Club. All invoices will be paid via the BACs system wherever possible and all BACs payments will be raised by the Club Treasurer and approved by a second member of the Management Committee.

9. COMMUNICATION

The Club will advertise its events and facilities on the Surrey Scout Water Activities Club website (at www.sswac.co.uk) and the Surrey Scouts News Letter, Surrey+. Activity dates will also be recorded on the County WEB site Activity Calendar.

10. CLOSURE

In the event of closure of the Surrey Scout Water Activities Club, for whatever reason, all assets will be transferred to the Surrey County Scout Council.

