



## Branch Executive Committee New Group Facilities Support Subcommittee

<b>Constitution</b>	The New Group Facilities Support Subcommittee (Subcommittee) is a subcommittee of, and responsible to, the Branch Executive Committee (BEC) under Clause 34 &35 of the Constitution.
<b>Purpose</b>	The role of the Subcommittee is to ensure that Scouts Victoria has the appropriate real property facilities required for the delivery of the Scout programme throughout the State. Focus is on the building of new halls.
<b>Functions</b>	<p>The functions of the Subcommittee are as follows:</p> <ul style="list-style-type: none"> <li>• to prepare (and implement after BEC approval) Scouts Victoria's Property Strategy;</li> <li>• to identify likely funding needs for the acquisition of real property and the construction of greenfield and replacement halls;</li> <li>• to recommend real property other than campsites for acquisition or disposal in accordance with approved Region and District development plans and, where approved by the BEC, acquire or dispose of such property;</li> <li>• to oversee the construction of greenfield halls.</li> <li>• To manage the processes for disbursement/acquitting of, and reporting to all relevant bodies (including but not limited to the BEC and State and Federal Government departments) Government funds given to Scouts Victoria for the purpose of acquiring or upgrading real property for all projects overseen by the Property Development Subcommittee.</li> </ul>
<b>Membership</b>	<p>The membership of the Subcommittee shall be expertise-based and encompass the following areas of expertise:</p> <ul style="list-style-type: none"> <li>• strategic planning</li> <li>• planning and environmental regulation</li> <li>• financial and project management</li> <li>• demography</li> </ul> <p>In addition, the Chairman of the BEC and the CC Development will be ex officio members of the subcommittee.</p> <p>Members shall be appointed by the BEC for a two-year term and shall be eligible for re-appointment. In accordance with Clause 34 of the Constitution, at least two members shall be members of the BEC.</p>



<b>Chairman</b>	<p>The Chairman of the Subcommittee:</p> <ul style="list-style-type: none"> <li>• shall be appointed by the BEC.</li> <li>• is responsible for giving notice of meetings, developing meeting agendas and chairing all meetings of the Subcommittee.</li> <li>• shall provide a written report of significant findings and recommendations of the Subcommittee to the BEC following each Subcommittee meeting.</li> </ul>
<b>Meetings and Procedures</b>	<p>The Subcommittee shall meet and regulate its meetings and proceedings as it may think, subject to the following provisions:</p> <ul style="list-style-type: none"> <li>• the meeting quorum shall be a majority of members</li> <li>• decisions shall be made by majority vote and, in the event of an equality of votes the chairman shall have a casting vote;</li> <li>• non-members may be invited to attend meetings and contribute to discussions, but shall not have voting rights;</li> <li>• minutes shall be taken of all meetings recording those present and all resolutions adopted and will be circulated to all members of the BEC;</li> <li>• members shall be invited to disclose any conflicts of interest at the commencement of each Subcommittee meeting.</li> </ul>
<b>Delegated Authority</b>	<p>The Subcommittee shall have the authority to seek any information it requires necessary to achieve its functions, including the seeking of independent advice. The Subcommittee does not have the authority to make decisions on behalf of the BEC other than in accord with the BEC's delegation policy.</p>
<b>Reporting and Performance Assessment</b>	<p>The Subcommittee shall provide regular reports to the BEC of its activities and decisions. The Subcommittee shall prepare an annual plan and undertake an annual performance evaluation of its achievements.</p>

