



Branch Executive Committee Adventure Facilities Subcommittee Charter

Constitution	The Adventure Facilities Subcommittee (Subcommittee) is a subcommittee of, and responsible to, the Branch Executive Committee (BEC) under Clause 34 & 35 of the Constitution.
Purpose	The role of the Subcommittee is to provide advice to the BEC on matters pertaining to Scout Association campsites and activity centres. This will include halls used as activity centres.
Functions	<p>The functions of the Subcommittee are as follows:</p> <ul style="list-style-type: none">• provide strategic advice on<ul style="list-style-type: none">- the distribution, number and role of existing properties- the development of an integrated system of campsites, including consideration of centralised management and operational systems- the development of accreditation and/ or minimum standards for campsites, particularly for those managed by District and Group formations.• develop and monitor campsite and other activity centre policies, procedures and guidelines to<ul style="list-style-type: none">- meet Government requirements- reflect modern governance practices- support the delivery of outdoor Scouting programs and activities in a safe and effective manner.• assist in the promotion of Scout campsites including the development and maintenance of a campsites directory.• provide advice on any proposed acquisition and/or disposal of campsites and other activity centres.• Consider and, if thought appropriate, approve works proposals for campsites and other activity centres forwarded by a formation or facility management body



Membership	<p>The membership of the Subcommittee shall be expertise-based and encompass the following areas of expertise:</p> <ul style="list-style-type: none"> • campsite operations • land management • financial management • outdoor activity programs. <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 of the subcommittee shall be members of the BEC.</p>
Chairman	<p>The Chairman of the Subcommittee:</p> <ul style="list-style-type: none"> • shall be appointed by the BEC. • is responsible for giving notice of meetings, developing meeting agendas and chairing all meetings of the Subcommittee. • shall provide a written report of significant findings and recommendations of the Subcommittee to the BEC following each Subcommittee meeting.
Meetings and Procedures	<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"> • the meeting quorum shall be a majority of members. • decisions shall be made by majority vote and, in the event of an equality of votes, the chairman shall have a casting vote. • non-members may be invited to attend meetings and contribute to discussions, but shall not have voting rights. • minutes shall be taken of all meetings and record those present and all resolutions adopted. • members shall be invited to disclose any conflicts of interest at the commencement of each Subcommittee meeting.
Delegated Authority	<p>The Subcommittee shall have the authority to seek any information it requires necessary to achieve its functions, including the seeking of independent advice, but does not have authority to spend monies other than in accord with the BEC's Delegation Policy. The Subcommittee does not have the authority to make decisions on behalf of the BEC other than where a specific delegation of authority has been made.</p>



Reporting and Performance Assessment

The Subcommittee shall provide regular reports to the BEC of its activities and decisions. The Subcommittee shall prepare an annual work program and undertake an annual performance evaluation of its achievements.

