



**THE SCOUT ASSOCIATION OF AUSTRALIA**  
Victorian Branch

**G1**  
MAR 2021

**REQUEST FOR REGISTRATION, RE-REGISTRATION, INACTIVATION OR CLOSURE,  
AMALGAMATION, RE-NAMING OF A SCOUT GROUP, RELINQUISHMENT OF PROPERTY  
NEW GROUP—START UP FUNDS**

This form is to be used for all new Group Registrations, Amalgamations and amendments to existing Groups or De-registrations. The Chief & Region Commissioner must be made aware that a new Group, or amalgamation or renaming or De-registration is being contemplated before starting this process. The full policies are found on the rear of this form.

- A. Notification is hereby made for**
- New or Re-registration     
  Amalgamation     
  Inactivation or Closure     
  Re-naming of:
- Relinquishment of Property     
  New Group Start Up Funds

1. (a) Name of Scout Group(s) ..... Name of New Group .....

The Group Consists of the following Sections:

- |                |                          |                     |                          |
|----------------|--------------------------|---------------------|--------------------------|
| Joey Scout Mob | <input type="checkbox"/> | Scout Troop         | <input type="checkbox"/> |
| Cub Scout Pack | <input type="checkbox"/> | Venturer Scout Unit | <input type="checkbox"/> |
|                |                          | Rover Crew          | <input type="checkbox"/> |

2. Group Leader: Name ..... Reg. No. ....  
 Phone (P) ..... Phone (b) ..... Mobile .....
3. Group Meeting Place Address .....  
 P/Code .....
- Tenure of Meeting Place ..... Sponsored by .....
4. District ..... Region .....

- B. Group Amalgamations complete this section:-** Current /Old Name(s) of Scout Group(s)
- (i) ..... Group Code .....
- (ii) ..... Group Code .....

Attach printouts of current adults and youth members to be transferred

- C. Reasons for proposed amalgamation; Re-naming or De-registration** .....
- Attach letter of recommendation from GL, DC & RC

**BANK ACCOUNTS OF GROUPS NAMED ABOVE**

| Account Name | Bank | Branch | Account No. | Balance |
|--------------|------|--------|-------------|---------|
| 1. ....      |      |        |             |         |
| 2. ....      |      |        |             |         |
| 3. ....      |      |        |             |         |
| 4. ....      |      |        |             |         |
| 5. ....      |      |        |             |         |
| 6. ....      |      |        |             |         |

**Approved** ..... (District Name)

**Signed (District Commissioner)** ..... Date: .....

**Approved** ..... (Region Name)

**Signed (Region Commissioner)** ..... Date: .....

**Approved Chief Commissioner / ACC Dev** ..... Date: .....

# POLICY ON INACTIVATION, CLOSURE, AMALGAMATION, RENAMING OF GROUPS NEW GROUP START UP FUNDS

## Definitions

- Groups and District Units and Crews with no youth members are considered **Inactive**.
- Groups where there are no youth members for 2 consecutive census' are considered **Closed**.
- New Group—**Start Up Funds**

Impending Group inactivations must be anticipated by District Commissioners (DC)s, discussed with their Group Leader / Leader in Charge (GL/LIC) and reported to the Region Commissioner (RC).

RCs need to determine the reasons for any impending inactivation and outline on a plan of action with the DC and GL/LIC and report to the Assistant Chief Commissioner Development.

No Group should become inactive or closed without a stock take which lists their finances, bank accounts, property, equipment and other assets. These details are to be kept by the DC and District Executive with a copy to the relevant RC.

A closed Group's property listing shall be moved onto the District listing and the District will be responsible for the maintenance, upkeep and insurance of the buildings and assets until a decision is reached to restart the Group or dispose of the property.

The decision to retain or dispose of Group properties must be part of the District, Region or Branch plan for development.

The BEC Property subcommittee is where detailed consideration of recommendations for property up-grades, retention or disposal takes place as part of overall Group, District and Region plans.

General Policy is that Groups should not be amalgamated. No Groups will be able to be considered for amalgamation by a DC without prior consultation with the RC, the ACC Development.

No proposed names changes for Groups to be discussed openly without prior consultation with the RC & ACC Development.

Any name changes must continue to reflect the locality of the Group or District.

Start up grants and benefits for new Groups are available for 12 months from the establishment date.

- \$500 credit for Leader Training & Uniforms
- Up to \$3000 credit at the Victorian Service Centre to establish yourselves
- No registration fees at commencement till June of the following year

.....  
**Alan Harding**  
**Assistant Chief Commissioner—Development**

|  |  |                 |       |  |  |  |  |  |  |  |  |
|--|--|-----------------|-------|--|--|--|--|--|--|--|--|
| Date processed on Extranet   | .....  | By IT Member:   | ..... |  |  |  |  |  |  |  |  |
| New Group Formation Code:  | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> |                 |       |  |  |  |  |  |  |  |  |
|  |  |                 |       |  |  |  |  |  |  |  |  |
| Returned to Group Service Centre & copy to Property Officer & Accounts |  |                 |       |  |  |  |  |  |  |  |  |
| Property Officer   | .....  | Finance Officer | ..... |  |  |  |  |  |  |  |  |