



## Property Strategy Subcommittee Charter

<b>Constitution</b>	The Property Strategy 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 set the strategy for all property matters in Scouts Victoria. Other property committees will then implement and manage property issues in their jurisdiction.
<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>• review Scouts Victoria's property needs, currently and in the future</li> <li>• prioritise lease renewal activity</li> <li>• recommend lease renewal to the BEC</li> <li>• Identify future site and hall purchases and recommend to the BEC</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>• The Chairs of the other Scouts Vic property committees.</li> <li>• Other skills as needed on a time-to time basis</li> <li>• Strategic planning</li> </ul> <p>Members shall be appointed by the BEC for a two-year term and shall be eligible for reappointment. In accordance with Clause 34 of the Constitution, at least two members shall be members of the BEC</p>
<b>Chairperson</b>	<p>The Chairperson of the sub-committee:</p> <ul style="list-style-type: none"> <li>• shall be a member of the BEC and be appointed by the BEC;</li> <li>• is responsible for giving notice of meetings, developing 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>

<p><b>Meetings and Procedures</b></p>	<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 and record those present and all resolutions adopted.</li> <li>• members shall be invited to disclose any conflicts of interest at the commencement of each Subcommittee meeting.</li> </ul>
<p><b>Delegated Authority</b></p>	<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 the authority to spend monies other than in accord with the BEC's Delegation Policy. The Subcommittee does not have authority to make decisions on behalf of the BEC other than where a specific delegation of authority has been made.</p>
<p><b>Reporting and Performance Assessment</b></p>	<p>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.</p>