



WESTERN AUSTRALIAN ROVER COUNCIL
CONSTITUTION of the WESTERN AUSTRALIAN ROVER COUNCIL
October 2021



A document to constitute the Western Australian Rover Council, the representative body of the Rover Scout Section of Scouts Australia Western Australian Branch.

1. Definitions

- 1.1.** In this Constitution, unless a contrary intention appears:
- 1.1.a.** "Branch" means Scouts Australia Western Australian Branch;
 - 1.1.b.** "Chief Commissioner" means the Chief Commissioner for Scouting in Western Australia;
 - 1.1.c.** "District" means an operational division of Branch under the control of a District Commissioner;
 - 1.1.d.** "Rover Scout" means a registered youth member of a Scouts Australia – WA branch aged between 18-26 years old and as defined by section 3.1.j of this constitution;
 - 1.1.e.** "WARC" means the Western Australian Rover Council, the representative body of the Rover Scout Section of Scouts Australia Western Australia Branch;
 - 1.1.f.** "WARC Member" means a member of the Western Australian Rover Council, as defined by Section 3 of this Constitution;
 - 1.1.g.** "WARC Meeting" means a meeting of WARC Members, as defined by Section 5 of this Constitution;
 - 1.1.h.** "Executive Member" means a member of the Executive body of WARC, as defined by Section 6 of this Constitution;
 - 1.1.i.** "Executive Meeting" means a meeting of WARC Executive Members, as defined by Section 8 of this Constitution;
 - 1.1.j.** "General Meeting" means a meeting open to all Western Australian Rover Scouts, as defined by Section 9 of this Constitution;
 - 1.1.k.** "Subsidiary Committee" means a committee established by WARC under Section 11 of this Constitution;
 - 1.1.l.** "Western Australian Rover Section" means all Rover Scouts and Rover Scout Units registered in Western Australia.

2. Aims and Objectives

- 2.1.** The Aim of WARC is to encourage and promote the development of the Rover Scout Section within Scouts Australia and the community for the benefit of Rover Scouts, Rover Scout Units, society and Scouting.
- 2.2.** The Objectives of WARC are to:
- 2.2.a.** Advise the Chief Commissioner on all matters pertaining to the Western Australian Rover Scout Section;
 - 2.2.b.** Be a source of encouragement to and advise where necessary Western Australian Rover Scout Units;
 - 2.2.c.** Encourage the growth of the Western Australian Rover Scout Section;
 - 2.2.d.** Advocate on behalf of the Western Australian Rover Scout Section at Branch;
 - 2.2.e.** Mediate between Western Australian Rover Scout Units and Branch;
 - 2.2.f.** Enforce Branch policy where it applies to the Western Australian Rover Scout Section;



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- 2.2.g. Make recommendations on behalf of the Western Australian Rover Scout Section to the National Rover Council;
 - 2.2.h. Facilitate the flow of information concerning the business of the Western Australian Rover Scout Section;
 - 2.2.i. Encourage Rover Scout representation at District level;
 - 2.2.j. Advocate continuity of Rover Scout policy between State branches; and
 - 2.2.k. Encourage the use of the Rover Scout Award Scheme by the Western Australian Rover Scout Section.
- 2.3. The income and property of WARC must be applied solely toward the promotion of the Aim and Objectives of this Constitution and no proportion of WARC income and property may be transferred directly or indirectly by the way of dividend, bonus or otherwise to members.
- 2.4. Section 2.3 does not prevent the payment in good faith to servants of WARC for services rendered to it.
- 2.5. WARC is the representative body of all Western Australian Rover Scout Units and is accountable to the Chief Commissioner.
- 3. WARC Membership**
- 3.1. WARC Membership consists of the:
- 3.1.a. WARC Chairman;
 - 3.1.b. Branch Adviser Rover Scout, where such an appointment is made or the Chief Commissioner's representative in the absence of such appointment;
 - 3.1.c. WARC Vice-Chairman Membership and Retention;
 - 3.1.d. WARC Training and Development Officer;
 - 3.1.e. WARC Secretary;
 - 3.1.f. WARC Treasurer;
 - 3.1.g. WARC Program Officer;
 - 3.1.h. WARC Public Relations Officer;
 - 3.1.i. Project Officer;
 - 3.1.i.i. President – Rover Scout Motorsport, Western Australia;
 - 3.1.i.ii. WARC Quartermaster
 - 3.1.i.iii. WARC NRC Delegate
 - 3.1.j. Any Rover Scout who is a registered member of a Rover Scout Units as defined under Section 4 of this Constitution.
 - 3.1.k. The Chairman or nominee of any WARC Subsidiary Committee established under Section 11 of this Constitution.
- 4. Rover Scout Units of the Western Australian Rover Council**
- 4.1. A Rover Scout Unit shall be a member of the WA Rover Council once it has met the minimum requirements of the association - registration and mandatory training.
- 4.2. A Rover Scout Unit will continue to meet the standards imposed on all Units to remain active.



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- 4.3. This Constitution recognizes any membership changes as a result of a Court of Honour procedure
5. **WARC Meetings**
 - 5.1. WARC Meetings shall be held in accordance with WARC Standing Orders.
 - 5.2. WARC Meetings shall comprise of the WARC Executive as defined under Section 6.1 of this Constitution and two delegates from each Western Australian Rover Scout Unit.
 - 5.2.a. Delegates shall be selected by each Western Australian Rover Scout Unit to speak and vote in the best interests of their Unit;
 - 5.2.b. Delegates must be registered members of Scouts Western Australia
 - 5.3. order to constitute a WARC Meeting:
 - 5.3.a. A quorum comprising at least fifteen Unit delegates representing 50% of Units in WA must be present within thirty minutes of the time appointed for the meeting; and
 - 5.3.b. If a quorum as defined in Section 5.3(a) is not present within thirty minutes from the time appointed for the meeting, the meeting shall lapse and be rescheduled not less than seven and not more than fourteen days hence.
 - 5.4. A meeting rescheduled under Section 5.3(b) shall proceed according to agenda regardless of quorum.
 - 5.5. The Chairman shall determine the rules of debate of WARC Meetings.
 - 5.6. Voting at WARC Meetings shall be limited to one vote to those prescribed under Section 5.2 of this Constitution except for the Chairman, Branch Adviser Rover Scouts and Project Officers; and,
 - 5.7. In the event of a tied vote, the Chairman is entitled to the deciding vote.
 - 5.8. A motion favoured by a simple majority of WARC Members present at a WARC Meeting shall be the decision of WARC.
6. **WARC Executive Membership**
 - 6.1. WARC Executive consists of the following Executive Members:
 - 6.1.a. WARC Chairman;
 - 6.1.b. Branch Adviser Rover Scouts where such an appointment is made, or the Chief Commissioner's representative where it is not;
 - 6.1.c. WARC Vice-Chairman Membership and Retention;
 - 6.1.d. WARC Training and Development Officer;
 - 6.1.e. WARC Secretary;
 - 6.1.f. WARC Treasurer;
 - 6.1.g. WARC Program Officer;
 - 6.1.h. WARC Public Relations Officer; and
 - 6.1.i. Project Officers
 - 6.1.i.i. President – Rover Scout Motorsport, Western Australia.
 - 6.1.i.ii. WARC Quartermaster
 - 6.1.i.iii. WARC NRC Delegate



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- 6.2. Except for the Branch Adviser Rover Scouts, and Project Officers, Executive Members shall be elected from a General Meeting of the Rover Scout Section to be held in October each year and shall hold office for the calendar year following.
- 6.3. Following the recommendation of WARC by vote at a WARC Meeting, the Chief Commissioner may appoint a Branch Adviser Rover Scouts for a period of three years.
- 6.4. Any Rover Scout wishing to nominate for an executive position shall be a member of a Rover Scout Unit as defined under Section 4 of this Constitution, and not turn 26 years of age prior to the AGM of the year in which they will hold office.
- 6.5. A Rover Scout shall not hold the same position on the Executive for more than two consecutive terms, excepting the Branch Adviser Rover Scouts and Project Officers.
- 6.6. The office of an Executive Member becomes vacant when the office-bearer:
 - 6.6.a. Resigns in writing;
 - 6.6.b. Ceases to be a member of a Western Australian Rover Scout Unit, excepting the Branch Adviser Rover Scouts and Project Officers;
 - 6.6.c. Is absent without apology recorded in the WARC Minutes from three consecutive WARC Meetings or without leave of absence from three consecutive WARC Meetings;
 - 6.6.d. Is dismissed from office by a resolution passed by a two-thirds majority vote at a WARC Meeting; or
 - 6.6.e. Dies.
- 6.7. In the event of a vacancy occurring in the office of a WARC Executive Member:
 - 6.7.a. WARC Executive shall appoint an Executive Member to act in that office; and
 - 6.7.b. That person so appointed shall hold office until either:
 - 6.7.b.i. A General Meeting is held for the purpose of filling the vacant office; or
 - 6.7.b.ii. The next Annual General Meeting of the Rover Scout Section.
- 6.8. Executive Members are responsible to WARC and shall observe directions given by WARC Meeting and General Meeting resolutions.
- 6.9. WARC Executive where it deems necessary may make decisions on behalf of WARC and is accountable to WARC for decisions made.
- 7. Project Officers of the Western Australian Rover Council**
- 7.1. Following the recommendation of WARC by vote at a WARC meeting, the Chief Commissioner may appoint Project Officers for a period necessary for the completion of any assigned project.
- 7.2. Project Officers may be appointed in one of three ways
 - 7.2.a. For the duration of the project if the project is less than three years.
 - 7.2.b. Elected for a period of two years following an election by the Western Australian Rover Council at an October General Meeting.
 - 7.2.c. Elected for a period of one year following the election by the Western Australian Rover Council at a WARC meeting.
- 7.3. The Western Australian Rover Council will maintain the following Project Officers:
 - 7.3.a. President-Rover Scout Motorsport, Western Australia, whose' appointment is outlined in item 7.2.b of this constitution.



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- 7.3.b.** WARC Quartermaster, whose' appointment is outlined in item 7.2.c of this constitution.
- 7.3.c.** WARC NRC Delegate, whose appointment is outlined in item 7.2.c of this constitution.
- 7.4.** Project officers outlined in 7.2.c are to meet the same membership requirements as that of the WARC Executive, which is outlined in section 6 of this constitution.
- 7.5.** The WARC Project officers' duties are to:
 - 7.5.a.** Initiate new projects recommended by the WARC that contribute to the development of Rovering in Western Australia; and
 - 7.5.b.** Conduct other duties as defined by the WARC Standing Orders.
- 8. WARC Executive Meetings**
 - 8.1.** Meetings of the WARC Executive shall be held in accordance with WARC Standing Orders.
 - 8.2.** A decision favoured by a simple majority of Executive Members present at a WARC Executive Meeting shall be the decision of the WARC Executive.
- 9. WARC Finances**
 - 9.1.** A bank account for WARC monies shall be held at a financial institution in the name, "Scouts WA Western Australia Rover Council".
 - 9.2.** No person shall incur debt or enter agreements on behalf of WARC unless authorised to do so by the WARC Executive or by resolution of a WARC Meeting.
 - 9.3.** The WARC accounting period for reporting purposes is 1 November to 31 October.
 - 9.4.** The WARC Treasurer shall present audited financial reports to the Annual General Meeting of the Western Australian Rover Scout Section.
- 10. General Meetings of the Western Australian Rover Scout Section**
 - 10.1.** The WARC Chairman or in the WARC Chairman's absence or whenever there is a vacancy in the office of the WARC Chairman, the WARC Vice-Chairman Membership and Retention, may at any time convene a General Meeting of the Western Australian Rover Scout Section.
 - 10.2.** The WARC Chairman or in the WARC Chairman's absence or whenever there is a vacancy in the office of the Chairman, the WARC Vice-Chairman Membership and Retention, or in the absence of both, the Branch Adviser Rover Scouts or the Branch Chief Commissioner's representative, shall convene a General Meeting of the Western Australian Rover Scout Section:
 - 10.2.a.** When the Chief Commissioner receives written requisition of a General Meeting from at least ten Rover Scouts, setting forth fully and clearly the objectives for which a General Meeting is required; and
 - 10.2.b.** The General Meeting shall be held not more than twenty-eight days and not fewer than fourteen days after receipt of the written request.
 - 10.3.** In order to constitute a General Meeting:
 - 10.3.a.** A quorum comprising of at least twenty five percent (25%) of registered Rover Scouts, or forty (40) registered Rover Scouts, whichever is the lesser, representing at least ten registered Western Australian Rover Scout Units must be present within thirty minutes of the time appointed for the meeting; and,



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- 10.3.b.** If a quorum as defined in Section 10.3.a is not present within thirty minutes from the time appointed for the meeting, the meeting shall lapse and be rescheduled not less than seven days hence and not beyond the next scheduled regular meeting of WARC.
- 10.4.** A meeting rescheduled under Section 10.3.b shall proceed according to agenda regardless of quorum.
- 10.5.** Notice of General Meetings:
- 10.5.a.** The WARC Secretary shall deliver to Rover Scouts at least fourteen days' notice of a General Meeting and of all Motions on Notice to be considered at the Meeting; however
- 10.5.b.** Accidental omission to give notice of a General Meeting to any Rover Scout shall not invalidate anything done at the General Meeting.
- 10.6.** Motions on Notice must:
- 10.6.a.** Be addressed to the WARC Secretary;
- 10.6.b.** Reach the WARC Secretary fourteen clear days before the General Meeting at which the motion is to be considered; and
- 10.6.c.** In the absence of the WARC Secretary, be directed to the WARC Chairman, or in the absence of the WARC Chairman or whenever there is a vacancy in the office of the WARC Chairman, to the WARC Vice-Chairman.
- 10.7.** In the absence of the WARC Chairman and the WARC Vice-Chairman Membership and Retention, the General Meeting shall by resolution elect from the Rover Scouts present a Chairman for the meeting.
- 10.8.** The Chairman shall determine the rules of debate of General Meetings.
- 10.9.** General Meeting voting:
- 10.9.a.** Each Rover Scout who is a member of a Rover Scout Unit as defined under Section 4 of this Constitution is entitled to one vote at General Meetings;
- 10.9.b.** A Rover Scout may appoint in writing another Rover Scout to act as a proxy to attend and vote on behalf of the appointing Rover Scout at a General Meeting;
- 10.9.c.** General Meeting resolutions except for the election of Executive Members shall be effected by a two-thirds majority of votes cast on a show of hands and proxy votes unless a written ballot is demanded by at least ten members; and
- 10.9.d.** Election of Executive Members shall be effected by a simple majority of votes cast by written ballot.
- 10.10.** The Annual General Meeting of the Western Australian Rover Scout Section shall:
- 10.10.a.** Be held in place of the December WARC Meeting;
- 10.10.b.** Mark the handover of responsibilities of the WARC Executive to those elected at the October General Meeting to undertake Executive Membership; and
- 10.10.c.** Receive reports from the outgoing Executive members for the preceding year.
- 10.11.** Other Annual General Meeting business shall be tabled according to Section 10.6 of this Constitution.
- 11. Subsidiary Committees**
- 11.1.** WARC may establish Subsidiary Committees for any purpose as determined by WARC.



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- 11.2. A Subsidiary Committee Chairman shall be elected for each Subsidiary Committee by WARC Meeting resolution.
- 11.3. Nominations for the position of Subsidiary Committee Chairman shall be called for at least one WARC Meeting prior to the election.
- 11.4. The Subsidiary Committee Chairman shall provide a report at each WARC Meeting.
- 11.5. The WARC Chairman or their nominee may sit ex officio on any Subsidiary Committee.
- 12. Duties of Executive Members**
- 12.1. The WARC Chairman's duties are to:
 - 12.1.a. Promote and pursue the aims and objectives of WARC;
 - 12.1.b. Chair WARC Meetings, WARC Executive meetings and remain conversant with WARC business;
 - 12.1.c. Represent the Western Australian Rover Scout Section at the Chief Commissioner's Council;
 - 12.1.d. Conduct other duties as defined by the WARC Standing Orders; and
 - 12.1.e. Be responsible for a two-month hand over to their successor.
- 12.2. WARC Vice-Chairman Membership and Retention's duties are to:
 - 12.2.a. Assume the duties of the WARC Chairman in their absence;
 - 12.2.b. Promote membership of the Rover Scout Section;
 - 12.2.c. Conduct other duties as defined by the WARC Standing Orders; and
 - 12.2.d. Be responsible for a two-month hand over to their successor.
- 12.3. Training and Development Officer
 - 12.3.a. Encourage Rovers to undertake Rover training;
 - 12.3.b. Conduct other duties as defined by the WARC Standing Orders; and
 - 12.3.c. Be responsible for a two-month hand over to their successor.
- 12.4. The WARC Secretary's duties are to:
 - 12.4.a. Control all clerical work of WARC and to carry out such duties as assigned to them by WARC;
 - 12.4.b. Maintain a permanent record of all WARC and Rover Section minutes;
 - 12.4.c. Facilitate and manage official WARC communications;
 - 12.4.d. Maintain a register of all Rover Units which are members of the Western Australian Rover Council as defined under Section 4 of this Constitution.
 - 12.4.e. Conduct other responsibilities as defined by the WARC Standing Orders; and
 - 12.4.f. Be responsible for a two-month hand over to their successor.
- 12.5. The WARC Treasurer's duties are to:
 - 12.5.a. Keep a true record of WARC's finances and to submit a WARC Statement of the Financial Position at each WARC Meeting;
 - 12.5.b. Conduct other duties as defined by the WARC Standing Orders; and
 - 12.5.c. Be responsible for a two-month hand over to their successor.
- 12.6. The WARC Program Officer's duties are to:
 - 12.6.a. Support Rover Scouts with the organisation of WARC events or events organised on behalf of WARC;



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- 12.6.b.** Sit as an ex officio member of all Subsidiary Committees established to conduct WARC events;
- 12.6.c.** Maintain a record of events on the WARC calendar;
- 12.6.d.** Conduct other duties as defined by the WARC Standing Orders; and
- 12.6.e.** Be responsible for a two-month hand over to their successor.
- 12.7.** The WARC Public Relations Officer's duties are to:
 - 12.7.a.** Promote the image of Rovering to the community and in Scouting;
 - 12.7.b.** Advise WARC of the public relations aspects of WARC's actions;
 - 12.7.c.** Conduct other responsibilities as defined by the WARC Standing Orders; and
 - 12.7.d.** Be responsible for a two-month hand over to their successor.
- 12.8.** The Branch Adviser Rover Scouts' duties are to:
 - 12.8.a.** Upon request, advise WARC and the WARC Executive on specific matters concerning the Western Australian Rover Scout Section;
 - 12.8.b.** Conduct other duties as defined by the WARC Standing Orders; and
 - 12.8.c.** Be responsible for a two-month hand over to their successor.
- 12.9.** The WARC Project Officers' duties are to:
 - 12.9.a.** Initiate new projects recommended by the WARC that contribute to the development of Rovering in Western Australia; and
 - 12.9.b.** Conduct other duties as defined by the WARC Standing Orders.
- 12.10.** Membership of the WARC Executive
 - 12.10.a.** It is expected that all WARC Executive members have completed the Basic Rover Training Course and been awarded their COAL prior to taking on their roles. If they have not completed the Basic Rover Training Course and been awarded their Certificate Of Adult Leadership they will do so within the first 6 months of their appointment.
 - 12.10.b.** The WARC Chairman must have completed Advanced training and attained their Wood Beads prior to their appointment. If a suitably trained Rover Scout cannot be found to fill the role of Chairman, then any Rover Scout may be elected with the approval of the DCC Youth Program and with the understanding that they will complete their advanced training and attain their Wood Beads within 6 months of their appointment.
- 13. Amending or Rescinding the Constitution**
- 13.1.** This constitution shall not be amended or rescinded except by a two-thirds majority vote of a General Meeting.
- 13.2.** The interpretation of the WARC Constitution is the responsibility of the WARC Chairman subject to appeal.
- 13.3.** The WA Rover Council Executive has the authority to correct the spelling, grammar, numbering, formatting, and clauses as required except where such change would alter the original intent of the WARC Constitution.