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Ref: L09/2017 - National Council AGM 2017 First Notice

Circulation by Email/SMS/my.scouts.ie

10<sup>th</sup> February 2017

Dear Scouter,

In accordance with Rule 113, I enclose details for the forthcoming meeting of the National Council. This notice is issued to members listed below.

All information regarding the first mailing announcement is available to download and view on [my.scouts.ie](http://my.scouts.ie).

Log-on, go to 'Resources' then 'National Initiatives' then 'National Council 2017'.

**Group Leaders** should bring this notice to the attention of their Group Councils and in particular to the four delegates that will be nominated by the Group Council to attend National Council.

**County Commissioners & County Secretaries** should bring this notice to the attention of their County Boards and in particular to the County Chairperson, County Treasurer & the County Youth Fora.

As part of this notice the following is available to download from my.scouts.ie:

1. Formal Notice of the National Council AGM 2017.
2. Annual Report 2016.
3. Draft Minutes of the AGM of the National Council 2016.
4. Status reports on the resolutions of the AGM of the National Council 2016.
5. Invitation for proposals to the National Council.
6. Nomination forms for the Appointments of;
  - a. National Secretary
  - b. Provincial Commissioner (North East Province)
  - c. Provincial Commissioner (Northern Province)
  - d. Provincial Commissioner (Southern Province)
  - e. Honorary membership of the Association
7. Nomination Acceptance Form
8. Memo - Procedure for Motions to National Council
9. A brief guide to motions or proposals.
10. Report on full Membership Figures.
11. Annual Accounts – Scouting Ireland.
12. Scouting Ireland Constitution.

Reg. No. 397094  
Charity No. CHY3507

PATRON Michael D. Higgins PRESIDENT OF IRELAND



Member of World Organisation of the Scout Movement

Directors: A list of names and personal details of every director of the company is available for inspection to the public at the company's registered office for a nominal fee. Scouting Ireland is a company limited by guarantee exempt from using the word "limited". Registered Office: Scouting Ireland National Office, Larch Hill, Dublin 16

13. Scouting Ireland Rules.
14. SID 86.11 – National Council Elections Policy

### **Provisional Timetable**

At this stage in the planning it is only possible to give a provisional timetable as the amount of business that National Council needs to attend to in plenary session will dictate the amount of time required for the business meeting.

The exact schedule and agenda will follow in the second mailing, which will be issued on or before the 10<sup>th</sup> March 2017.

### **Friday 7<sup>th</sup> April 2017 – Venue (TBC)**

**21:00 – 22:00** Meet & greet session with candidates for National Positions

### **Saturday 8<sup>th</sup> April 2017**

|                      |                                  |
|----------------------|----------------------------------|
| <b>08.00 – 09:30</b> | Registration                     |
| <b>09.30 – 16:00</b> | Scout Shop Trading               |
| <b>09.30 – 16:00</b> | Scouting Ireland Exposition      |
| <b>10.00</b>         | Commencement of National Council |
| <b>10:30 – 12:30</b> | Voting in elections              |
| <b>12:30</b>         | Adult Awards                     |
| <b>13:00</b>         | Lunch                            |
| <b>14:00</b>         | National Council Resumes         |
| <b>17:00</b>         | Close of National Council        |
| <b>19.30</b>         | Social Gathering                 |

### **Venue**

This meeting will be held in **RDS Concert Hall, Merrion Road, Ballsbridge, Dublin 4.**

### **Gala Dinner/Social Evening**

There will not be a Gala Dinner as part of the National Council event this year. There will however, be an informal social evening held in the Clayton Hotel Ballsbridge (formerly Bewleys Hotel, Ballsbridge). Details of this will be included in the 2<sup>nd</sup> mailing.

### **Accommodation**

For anyone requiring accommodation for the meeting of the National Council we have arranged a promotion code with The Clayton Hotel, Ballsbridge (formerly Bewleys Hotel). The hotel is offering our delegates 10% off the best available rate they have when booking.

***The promo code is PRDS10.***



To book online guests will need to go to the website [www.claytonhotelballsbridge.com](http://www.claytonhotelballsbridge.com) and choose their dates and input the promo code into the promo box.

Alternatively they can call the hotel on 01 668 11 11 or by emailing our reservations team at [reservations.ballsbridge@claytonhotels.com](mailto:reservations.ballsbridge@claytonhotels.com) and mention the promo code to avail of the agreed rate.

Other accommodation options can be seen [HERE](#)

## Membership of National Council

The members of the National Council are:

- a. Chief Scout (Chairperson)
- b. All other members of the National Management Committee
- c. The Honorary Vice-Presidents
- d. The Programme Commissioners
- e. The Training Commissioner
- f. The County Commissioners, County Officers, two representatives from the Scout County Youth Forum for;
  - i. Scouts,
  - ii. Venture Scouts and
  - iii. Rover Scouts
- g. Four delegates nominated by the Scout Group Council of each registered Scout Group, at least one of whom must be a registered Scout.
- h. Nine representatives of;
  - i. the National Youth Forum for Scouts;
  - ii. the National Youth Forum for Venture Scouts and
  - iii. the National Youth Forum for Rover Scouts.

## **\*\*VERY IMPORTANT\*\***

### Voting & Registering for National Council

- Every member of the National Council has one vote.
- Each Scout Group is required to register its four delegates attending the meeting of the National Council in advance of the meeting
- Each Scout County Youth Forum is required to register its two delegates per section (Scout, Venture Scout & Rover Scout) attending the meeting of the National Council in advance of the meeting.
- Each ex-officio member of the National Council will be required to register his or her attendance in advance of the meeting.

**A separate mailing will be issued in the coming weeks with a login to register and a step-by-step instruction guide. National Council delegate passes can be printed at that point.**



**Delegate Cards will not be issued to members of the National Council that have not registered their delegates or individual attendance in advance of the deadline.**

- Admittance cards for individuals entitled to be members of the National Council because of an appointment or position they hold are non-transferable and will only be issued to the person appointed to these positions. The appointees to these positions **must be registered** with the National Secretary as holding such position to be eligible for membership of the National Council.
- When checking in at the meeting of the National Council, delegates may be asked for identification to verify that they are the persons named on the admittance card. This may take the form of any of the following Identification documents - Driving Licence, Student Card, Ireland Age Card or Passport.
- A Scout Group Council may nominate four (4) delegates to be members of the National Council on its behalf. At least one of the four delegates must be a registered Scout. It is not necessary for any of the delegates to be members of that Scout Group but they must be members of Scouting Ireland. The National Council admittance cards are only transferrable with the approval of the Scout Group Council or Scout County Youth Forum. Admittance cards are only transferrable to a person who is selected by a Scout Group Council or Scout County Youth Forum and this can only be done by the use of a delegate transfer form which must be signed by the Scout Group Secretary or the Secretary of the Scout County Youth forum and the person who is transferring the admittance card. This form is to be brought to the meeting of the National Council and presented at the Check-in desk so that the new name can be added to the attendance record. This form will be available with the second mailing.

## **Elections:**

Elections will be conducted consistent with [SID 86.11 National Council Elections Policy](#).

Elections will be conducted for the following appointments/positions;

- a. National Secretary
- b. Provincial Commissioner (Northern Province)
- c. Provincial Commissioner (Northern Province)
- d. Provincial Commissioner (Northern Province)

Role profiles for these appointments can be found in SID 04.03 – National Appointment Descriptions, by clicking [HERE](#).

National Office must receive valid nominations by the appropriate body by **17:00 on Friday 24<sup>th</sup> February 2017**. Please send any nominations to National Office, Larch Hill, Dublin 16. Nominations received after this time and date will not be accepted.

Candidates must submit the following to National Office

- Nomination Acceptance Form
- Short biographical notes/Manifesto to be circulated with the second mailing

- Headshot (in jpg format) for use on the ballot paper

**It is the responsibility of the candidates to submit the accompanying documents by 17:00 on Friday 24<sup>th</sup> February 2017. National Office WILL NOT be contacting candidates to remind them about these documents and items received after this time and date will not be accepted.**

**Proposals to the National Council including those to amend the Constitution and Rules of the Association.**

Any Scout Group Council, Scout County Board, any of the National Youth Forum or the National Management Committee may submit proposals for consideration to the National Council.

National Office must receive proposals by **17:00 on Friday 24<sup>th</sup> February 2017**. Late proposals will not be accepted and all proposals must be submitted on the enclosed forms. National Office will also accept proposals that have been scanned & emailed to [proposals@scouts.ie](mailto:proposals@scouts.ie). **Do not send them to any other email address.**

To assist the National Council, please provide a brief explanation of the intention behind the proposal or motion being submitted.

Please do not hesitate to contact me for clarification as required or if you need assistance in your drafting of motions.

The second mailing will be issued on or before the 10<sup>th</sup> March 2017 and will include the Agenda, submissions and other documents for the meeting.

I trust the above is in order but if you have any question regarding any of the above, please do not hesitate to contact me at [natsecretary@scouts.ie](mailto:natsecretary@scouts.ie).

Yours in Scouting



Ollie Kehoe  
National Secretary

**CC:**

Group Leaders,  
County Commissioners  
County Secretaries  
Members of the National Youth Forum  
Programme Commissioners  
Training Commissioner  
Honorary Vice-Presidents  
Members of the National Management Committee  
Scouting Ireland Professional Staff