



PARTNERSHIP AGREEMENT


PARTNERSHIP AGREEMENT between DRINGHOUSES SCOUT GROUP and YORK EBOR SCOUT DISTRICT for the provision of Explorer Scouting at NORDIC and YORVIK EXPLORER SCOUT UNITS

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Version Control

Version	Author	Date
1.0	Phil Bennett	March 2018
2.0	David Thorne	4 th July 2020
3.0	David Thorne	26 th July 2023

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Introduction

This partnership agreement has been created in accordance with the Scout Association's Policy, Organisation and Rules (POR) with particular reference to Rule 3.16 Partnerships with Explorer Scout Units and Rule 4.8 Explorer Scout Unit Partnerships with Groups.

This document is not intended to create legal relations.

This partnership agreement should be reviewed every five years or whenever one or more of the signatories to the Agreement changes or if POR changes.


From here on in, Dringhouses Scout Group shall be referred to as 'The Group', Yorvik Explorer Scout Unit and Nordic Explorer Scout Unit shall be referred to as 'The Units' and York Ebor Scout District shall be referred to as 'the District'.

Outline

This partnership agreement sets out the parameters for The Units to continue delivering the provision of Explorer Scouting within The District. The day to day running of and delivery of The Unit's programmes shall not be covered in this agreement. This agreement will outline the resources, facilities and support that The Group will provide and the how both unit's finances are arranged as well as support The Units will provide to The Group

Details

1. This Support Agreement is between **DRINGHOUSES SCOUT GROUP** and **YORK EBOR SCOUT DISTRICT** (for the provision of Explorer Scouting) and **YORVIK** and **NORDIC EXPLORER SCOUT UNITS**.
2. Membership of The Units is open to **ALL BETWEEN THE AGES OF 14 AND 17**.
3. Management of The Group is the responsibility of the **GROUP LEAD VOLUNTEER** (formerly Group Scout Leader, GSL).
4. Management of the activities of the Explorer Scout Unit is the responsibility of a **GROUP TEAM LEADER (EXPLORERS)**, formerly Assistant/ Deputy Group Scout Leader (A/DGSL) who will be appointed by The Group to co-ordinate effectively between The Group and The Units, the **GROUP TEAM LEADER (EXPLORERS)** will report to **THE GROUP LEAD VOLUNTEER**.
5. Connecting Explorer Scout Units across the District is the responsibility of the **DISTRICT 14-24 TEAM LEADER** (formerly District Explorer Scout Commissioner, DESC). Oversight of day-to-day operations of Explorer Units in Ebor District is delegated to the partner Group's **GROUP LEAD VOLUNTEER**. This includes approval of activities and oversight of risk management. Additionally, nights away and adventurous activities (per POR 9.7) also require notifications to be sent to **NAN@eborscouts.org.uk** and approval by the **DISTRICT LEAD VOLUNTEER** (formerly DC) or their nominee.
6. All leaders of The Units agree to comply with The Scout Association's Policy Organisation and Rules (POR) and the additional Group policies which can be found here: <http://dringhousescouts.org.uk/group-policies/>.


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Effective liaison between the Group and the Units is important.

7. The **GROUP TEAM LEADER (EXPLORERS)** will be invited to the Group Management Team meeting and to attend the Management Team meetings
8. All leaders from The Units are invited to attend the following meetings:
 - Group Lead Volunteers' Meeting (**annually**)
 - The Group AGM (as members of The Group's Scout Council) (**annually**)
9. Explorer Scout Team Leader(s) will be invited to the Group Team Leader Meetings, which will happen at least **three** times a year (once per term). The role of the Team Leader Meetings is to:
 - Promote liaison between the sections and specifically to aid:
 - Moving up between sections
 - Link-up activities between sections
 - To keep the Group Management Team advised of the financial and other resource requirements of the programme
10. The Unit's Explorer Scout Team Leaders (formerly Section Leaders) are invited to become ex-officio members of The Groups' Trustee Board and to attend Board meetings should they wish to opt in at the annual AGM (or they can opt in between AGM meetings by contacting the Group Chair directly, in writing, to request to become a member of the Group Trustee Board). Trustee Board members will also become Trustees of the Group.
11. All Patrol Leaders within The Units are invited to be members of The Scout Council and attend the Group AGM.
12. The Team Leaders will notify the Group Team Leader (Explorers) of any planned camps, the NAN form being passed with the risk assessments for the camp to the Group Lead Volunteer prior to being sent to the **DISTRICT 14-24 TEAM LEADER** and nan@eborscouts.org.uk.
13. Upon joining all leaders of the Units will be given The Group's induction book, which is a guide the Group's buildings, processes, policies and where to find them.

Links between Scout and Explorer sections

14. The **SCOUT TEAM LEADERS** and the **EXPLORER SCOUT TEAM LEADERS** will ensure that effective transfer of Members takes place. The aim is for **ALL** Scouts to become Explorer Scouts.
15. The Group joining/ moving on co-ordinator will facilitate the movement between sections by monitoring the section sizes of The Units and contacting the **SCOUT** and **EXPLORER SCOUT TEAM LEADERS** regarding moving on as Scouts near 14 years of age. Moving on will typically happen at the beginning of a term or half term. Scouts younger than 14 years old will only move up by exception, the aim is to move up at the start of the term nearest their 14th birth date. **EXPLORER SCOUT TEAM**


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LEADERS will encourage Explorer Scouts to join Scout Network when they turn 18 years old.

16. A Scout may choose to join any Explorer Scout Unit. This Agreement does not mean that Scouts should only join the Unit partnered with this Group. Additionally, a Scout may join more than one Explorer Scout Unit.
17. Only Scouts moving up from West Thorpe Scouts and Dringhouses Scouts will be automatically granted places in The Units. Scouts from outside of these Groups and anyone else wishing to join The Unit(s) will be permitted to join with the specific agreement of the **GROUP TEAM LEADER (EXPLORERS)**.

Finances

18. The Group will meet the financial obligations and running costs of The Units.
19. The Group will, in the event of the Unit's closure, have ownership of **ANY AND ALL EQUIPMENT OR MATERIALS PURCHASED BY OR DONATED TO THE UNITS WITHIN THE DURATION OF THIS AGREEMENT OR THAT HAVE BEEN PURCHASED WITH GROUP FUNDS**. Any equipment pre-dating this agreement will revert to **THE DISTRICT SCOUT COUNCIL**.
20. **THE GROUP** will manage **THE UNIT'S** finances. It will provide annual accounts, and pay the Headquarters membership fee, along with any other fees to the District Treasurer.
21. Members of The Units or their parents will pay Subs to The Group via the parent portal in the Online Scout Manager system (OSM). The value and schedule of the payments will be identical to those in place for all other sections in the Group and will change (increase or decrease) as agreed at the Group Trustee Board meetings. Consideration will be given to the Subs charged by other Units in the District to avoid any significant disparity arising.
22. The Units will be allocated a termly budget at the first Exec meeting after the AGM (as are all other sections within the Group). Budgets will run from Summer to Spring term. Un-spent budgets can be carried over to the next term, but not beyond the end of the last term in the school year. I.e. The unused budget from the summer term can be carried forward to the autumn term and added to that terms budget amount, the unused budget from the autumn term can be carried forward to the spring term. Any unspent budget from the spring term cannot be carried forward. The budget will not be exceeded without written consent in advance from The Group Treasurer.
23. The Unit's leaders will create a budget for any camps and events and make these available to the Group Treasurer in advance of the activity taking place. All camps and events should break even and allow for reasonable contingency in case of unanticipated expense. Payment for camps and events will be taken via the OSM parent portal, unless there is prior agreement with the Group Treasurer.
24. Any requests for the purchase of equipment should be forwarded to The Group Quartermaster, who will then approach The Group Treasurer for approval, approval

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may also be required from The Group Trustee Board. Purchase of equipment by leaders is not permitted. All items purchased remain the property of The Group.

25. Leaders of The Units will be reimbursed for reasonable out of pocket expenses for sundries (excluding the purchase of equipment unless agreed in advance, as detailed in point 24 above).

Equipment, Facilities and Resources

26. The Units will meet at **THE SCOUT HUT, ST EDWARD THE CONFESSOR CHURCH, TADCASTER ROAD, YORK YO24 1QG** which The Group occupies under license from the Diocese of York. The financial arrangements for providing the meeting place are: **THE UNIT WILL PAY NO RENT FOR THE DURATION OF THIS AGREEMENT.**
27. Yorvik Explorer Scout Unit will normally meet during term time from **19:40HRS UNTIL 21:30HRS ON WEDNESDAYS.** Nordic Explorer Scout Unit will normally meet at **19:40 HRS UNTIL 21:30HRS ON MONDAYS.** The Units may also use the meeting place at other times, provided the booking procedure is followed.
28. The Scout Group will provide The Units with access to the following resources: **USE OF VEHICLES, USE OF EQUIPMENT AND STORES.** Subject to The Group's booking procedures for their use
29. All Explorer Scout Leaders will be provided with Group email addresses and access to Group systems such as G-Suite and Workplace.
30. Members of the Explorer Scout Units will wear the following neckerchief: **YORK EBOR SCOUT DISTRICT (SCOUT PURPLE WITH WHITE BORDER, WITH EBOR BADGE).** Young people who are also a member of a Scout Group (e.g. as young leaders) may additionally wear their Groups' neckerchief.
31. Details of the Units membership shall be stored and maintained using **Online Scout Manager (OSM).** Access to OSM will be provided by **THE NORTH YORKSHIRE SCOUT COUNTY** with additional features being provided by **THE GROUP.** The Units will have the same features in OSM as all other sections in The Group. Other than The Unit's leadership team, access will also be available to the following roles within The Group and District in line with The Group's data policy:
 - District 14-24 Team Leader (read only access)
 - Group Lead Volunteer (admin access)
 - Group Team Leader for Explorers (admin Access)
 - Group Administrator (admin access)
 - Group Chair (read only access)
 - Group Treasurers (read only access to personal details, attendance & Events, read write access to financials)

- Group Secretary (joining/ moving up co-ordinator) (read write access to personal data, events, financials and attendance)

Explorer Team Leaders will not have admin access to OSM, but will have full access to all other features for all the Units.


32. **THE GROUP** will supply The District with the relevant census return details in line with current procedures for The Group's other sections.
33. The **GROUP TEAM LEADER (EXPLORERS)** (on behalf of the **GROUP LEAD VOLUNTEER**) in conjunction with the **DISTRICT 14-24 TEAM LEADER** will ensure that both Units meet the minimum standards of an Explorer Scout Unit as Stated in the Scout Association's Policy, Organisation and Rules: Rule 4.7o.
34. The **DISTRICT 14-24 TEAM LEADER, EXPLORER SCOUT LEADERS** and **GROUP TEAM LEADER (EXPLORERS) (ACTING ON BEHALF OF THE GROUP LEAD VOLUNTEER)** will ensure that the operation of the unit is in accordance to the Scout Association's Policy, Organisation and Rules.
35. **THE GROUP LEAD VOLUNTEER** (or delegated manager) will ensure that all leaders of the unit obtain a valid disclosure from DBS, in line with POR.
36. **THE GROUP LEAD VOLUNTEER** will ensure that all new leaders are assigned a Training Advisor to complete the mandatory training modules.

Young Leaders

37. The Group will appoint a team leader to facilitate the training and development of the **EXPLORER SCOUT YOUNG LEADERS (ESYL)** in The Group. Their role is to co-ordinate all the ESYL in the Group (including those volunteering for the **DUKE OF EDINBURGH'S AWARDS**) ensuring their even distribution across the younger sections as appropriate for their age. This team leader will report to the **GROUP TEAM LEADER (EXPLORERS)**. The Group will invite the Group ESYL to the Section Leader meetings (as defined in section 14 above).
38. The **ESYL TEAM LEADER** will register new ESYL with The District and ensure ESYL's complete Module A in a timely manner.
39. The **ESYL TEAM LEADER** will liaise with the **DISTRICT ESYL TEAM LEADER** and **DISTRICT 14-24 TEAM LEADER** to ensure collaboration across units in the District
40. The **ESYL TEAM LEADER** will facilitate ESYL attending training within the District. The goal being attainment of the Young Leader Belt for those ESYL that wish to work towards it.

Group Activities

41. The Unit's Leaders will assist (subject to personal availability) The Group in the following activities:
 - The Annual Group Fair
 - The Annual Group Camp

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- Community Events (such as Clean-up's and other projects). These events are bi-annual and are intended to support our local community.
- Fundraising activities (such as station collections and bag packs)

42. The Unit's Leaders will be invited to the following social activities:

- Group Leader Camps
- Groups Christmas Meals
- Group Leader Social Events

43. The Unit's leaders will pass suitable photos and stories to The Group's social media co-ordinator for publication on social media.

44. The Unit's members will be invited to the annual Group Camp

This agreement will come into force in **SEPTEMBER 2023** and will be reviewed in **SEPTEMBER 2028** or if there is a change of any of the persons holding the roles below:

Signatures

For The Group:

 Date: **Oct 20, 2023**
David Thorne (Oct 20, 2023 09:03 GMT+1)

GROUP LEAD VOLUNTEER: David Thorne (830639)

For The Units:

AELLIOTT Date: **Oct 20, 2023**
AELLIOTT (Oct 20, 2023 09:17 GMT+1)

GROUP TEAM LEADER (EXPLORERS): Andy Elliott (11948241)

For The District:

Nigel J White Date: **Oct 20, 2023**
Nigel J White (Oct 20, 2023 09:22 GMT+1)

DISTRICT LEAD VOLUNTEER: Nigel White (212693)