PARTNERSHIP AGREEMENT

PARTNERSHIP AGREEMENT between **DRINGHOUSES SCOUTS** and **CITY of YORK 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	4th July 2020
3.0	David Thorne	26th July 2023
4.0	David Thorne	18th October 2026
4.1	Nigel White	22nd October 2026

Introduction

This partnership agreement has been created in accordance with the Scout Association's Policy, Organisation and Rules (POR) with particular reference to Rule 4c.1.3 **Partnerships between Groups and Explorer Scout Units**

This document is not intended to create legal relations.

In this document Dringhouses Scouts shall be referred to as 'The Group', Yorvik Explorer Scout Unit and Nordic Explorer Scout Unit shall be referred to as 'The Units' and City of York 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 SCOUTS** and **CITY OF YORK 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**.
4. Management of the activities of the Explorer Scout Unit is the responsibility of a **GROUP TEAM LEADER (EXPLORERS)** 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 VOLUNTER**.
5. Explorer Scout Units across the District are required to collaborate with each other. Oversight of day-to- day operations of Explorer Units in The 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 the District Team for approval, once they are endorsed by the **GROUP LEAD VOLUNTEER**. The **GROUP LEAD VOLUNTEER** has delegated responsibility to approve activities not requiring permits (including activities away from the normal meeting place) on behalf of the District Lead Volunteer.
6. All team members 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://dringhousesscouts.org.uk/group-policies/.

Effective liaison between the Group and the Units is important.

7. The **GROUP TEAM LEADER (EXPLORERS)** will be invited to the Group Management Team and to attend the Management Team meetings

8. All team members from The Units are invited to attend the following meetings:
    - Group 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 on an ad hoc basis. 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. All Patrol Leaders within The Units are invited to be members of The Scout Council and attend the Group AGM.
11. The Explorer Team Leaders and or the **GROUP TEAM LEADER (EXPLORERS)** will notify the **GROUP LEAD VOLUNTEER** of any planned camps before they are advertised.
12. The Group shall operate the onboarding process for new members of the Explorer Section Teams. Upon joining all team members of the Explorer Units will be given access to the Group's Volunteer Hub and signposted to the pages which guide the Group's buildings, processes, policies and where to find them.

Links between Scout and Explorer sections

13. 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.
14. 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 14.5 years old will only move up by exception, the aim is to move up at the start of the term nearest the date they turn 14.5. **EXPLORER SCOUT TEAM LEADERS** will encourage Explorer Scouts to join Scout Network when they turn 18 years old.
15. 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.
16. 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

17. The Group will meet the financial obligations and running costs of The Units.
18. 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**.
19. **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 City of York District Scouts.
20. Members of The Units or their parents will pay Subs to The Group via the parent portal in the Youth Membership system in use at the time 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.
21. The Units will be allocated a termly budget at the first Trustee Board 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 budget 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, this effectively makes the budget an annual budget. The budget will not be exceeded without written consent in advance from The Group Treasurer.
22. The Unit's team members 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 youth membership systems' parent portal, unless there is prior agreement with the Group Treasurer.
23. Any requests for the purchase of equipment should be forwarded to The Group Quartermaster or Group Lead Volunteer, who will then approach The Group Treasurer for approval, approval may also be required from The Group Trustee Board. Purchase of equipment by team members is not permitted. All items purchased remain the property of The Group.
24. Team members 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 paragraph 23 above).

Equipment, Facilities and Resources

25. 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.**
26. 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.
27. 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
28. All **Explorer Scout Team Members** will be provided with Group email addresses and access to Group systems such as G-Suite and Workplace.
29. Members of the Explorer Scout Units will wear the following neckerchief: **CITY OF YORK SCOUT DISTRICT (DARK NAVY WITH GOLD STRIPE, AND CITY OF YORK CREST).** Young people who are also a member of a Scout Group (e.g. as young leaders) may additionally wear their Group's neckerchief.
30. Details of the Units membership shall be stored and maintained using The Group's youth membership system. Access to this system will be provided by **THE NORTH YORKSHIRE SCOUT COUNTY** or by The Group. The Units will have the same features in the youth membership system as all other sections in The Group. Other than The Unit's team members, access will also be available to the following roles within The Group and District in line with The Group's data policy:
    - 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 Joining/ Moving Up Co-ordinator) (read write access to personal data, events, financials and attendance)

    Explorer Team Leaders and Members will not have admin access but will have full access to all other features for all the Units.
31. Programme meetings, camps and activities MUST be recorded in the youth membership system.

32. Before a meeting or event starts, risk assessments MUST be recorded in the youth membership system against each meeting or event either as an attachment or using the built-in risk assessment tooling.
33. Attendance at events and meetings MUST be recorded in the membership system.
34. Emergency Evacuation drills from The Group HQ building must be practiced and recorded in line with the Groups policy.
35. **THE GROUP** will supply The District with the relevant census return details in line with current procedures for The Group's other sections.
36. The **GROUP TEAM LEADER (EXPLORERS)** (on behalf of the **GROUP LEAD VOLUNTEER)** 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: Rules 4.b.1 and 4c.1.3.
37. The **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 with the Scout Association's Policy, Organisation and Rules.
38. **THE GROUP LEAD VOLUNTEER** (or delegated manager) will ensure that all team members of the unit obtain a valid disclosure from DBS, in line with POR.

Young Leaders

39. 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 paragraph 7 above).
40. The **ESYL TEAM LEADER** will register new ESYL with The District and ensure ESYL's complete Module A in a timely manner.
41. The **ESYL TEAM LEADER** will liaise with the **DISTRICT ESYL TEAM LEADER** to ensure collaboration across units in the District.
42. 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

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

44. The Unit's **team members** will be invited to all group social activities.
45. The Unit's **team members** will pass suitable photos and stories to The Group's social media co-ordinator for publication on social media.
46. The Unit's **team members** will be invited to the annual Group Camp and all other whole group events

This agreement will come into force in **NOVEMBER 2026** and will be valid either until **OCTOBER 2031** or if there is a change in the District or Group structure which affects this agreement or of any of the persons holding the roles below change. It will be reviewed annually to ensure it is still relevant.

Signatures

For The Group:

Signed  Date: 30th October 2026

GROUP LEAD VOLUNTEER: **David Thorne** (830639)

For The Units:

Signed Aelliott
Aelliott (Oct 30, 2026 08:51:23 GMT) Date: Oct 30, 2026

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

For The District:

Signed R Lincoln
R Lincoln (Nov 1, 2026 17:13:54 GMT) Date: Nov 1, 2026

DISTRICT TEAM LEADER (York West): **Becky Lincoln** (755803)

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