



JOINT DOCUMENT

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Draft Rules of Procedure



**16th European
Guide and Scout Conference
Split, Croatia
24-28 August 2019**

Draft Rules of Procedure for the 16th European Guide and Scout Conference

1. MEETINGS

- 1.1. The European Guide and Scout Conference comprises the European Guide Conference and the European Scout Conference meeting together in common session to consider matters of mutual interest.
- 1.2. These Rules of Procedure were approved by the Europe Committee WAGGGS and the European Scout Committee of WOSM at its meeting on 9 March 2019.

2. DELEGATIONS

- 2.1. A Joint National Delegation is made up of representatives of the WAGGGS Member Organisation (MOs) and the National Scout Organisations of WOSM (NSOs) from the Europe Region WAGGGS and/or the European Scout Region of WOSM. The two organisations come together to form a Joint National Delegation.
- 2.2. Each Joint National Delegation has two votes. If the Joint National Delegation only comprises of a WAGGGS Member Organisation or a National Scout Organisation of WOSM then the Joint National Delegation shall only have one vote.

If it is not possible for the Joint National Delegation to agree on how to cast its two votes it can request that the vote be split in half with the WAGGGS Member Organisation voting in one way and the National Scout Organisation of WOSM voting in another. The votes cannot be split any further among components of a federation.

- 2.3. If either the WAGGGS Member Organisation or the National Scout Organisation of WOSM does not have voting rights or the right to propose, second or amend motions/resolutions in either of the separate conferences then it will not be possible for them to do so in the Joint Conference either. In the case of a Scout and Guide National Organisation (SAGNO) the number of votes available will be reduced if there is a restriction on their participation in only one of the separate regional conferences.

3. CHAIRING THE CONFERENCE

- 3.1. The European Guide and Scout Conference shall be chaired by a maximum of two people at any one time. At the opening of the Conference the Committees shall recommend to the European Guide and Scout Conference a maximum of four nominees for appointment as chairs of the European Guide and Scout Conference.

The Joint Conference Chairs shall be a minimum of one WAGGGS member coming from Member Organisations in the Europe Region WAGGGS and a minimum of one WOSM member coming from National Scout Organisations in the European Scout Region of WOSM.

4. RECOMMENDATIONS COMMITTEE AND TELLERS

- 4.1. At the opening of the European Guide and Scout Conference the Committees shall recommend to the Conference four nominees for appointment to the Recommendations Committee. The Recommendations Committee shall consist of two delegates coming from WAGGGS Member Organisations and two delegates from National Scout Organisations of WOSM, and all four delegates must be from different countries.
All proposals for amendments presented to the Conference shall in the first place be handed to the Recommendations Committee which will arrange for circulation and presentation in the appropriate session of the Conference.
- 4.2. At the beginning of the European Guide and Scout Conference, the Committees shall propose four nominees, two from WAGGGS Member Organisations and two from National Scout Organisations of WOSM, with all four coming from different countries, for appointment by the Conference as Tellers.

5. AGENDA

- 5.1. The Committees shall call for agenda items from WAGGGS Member Organisations and National Scout Organisations of WOSM which must be submitted to the Committees not less than three months before the opening date of the European Guide and Scout Conference.

- 5.2. The Committees shall be responsible for establishing the draft Conference agenda, which shall include:
- progress report covering activities since the previous Conference;
 - agenda items proposed in writing by WAGGGS Member Organisations of National Scout Organisations of WOSM.
- 5.3. The draft Conference agenda and documentation shall be sent to each WAGGGS Member Organisations of National Scout Organisations of WOSM not later than two months before the opening date of the Conference.
- The documentation shall cover the items listed in section 5.2 and other business items proposed for discussion and decision.
- 5.4. Items not submitted in time for inclusion in the draft agenda may, if decided by the Conference, be discussed but only voted on if presented as a recommendation.

6. RECOMMENDATIONS AND AMENDMENTS

- 6.1. A draft recommendation or proposal for an amendment may be proposed by a Joint National Delegation and must be seconded by another Joint National Delegation.
- 6.2. Only Joint National Delegations who have voting rights in either the European Guide Conference or the European Scout Conference have the right to propose, second and amend draft recommendations.
- 6.3. Draft recommendations not concerned with work in partnership between the Europe Region WAGGGS and the European Scout Region of WOSM must be submitted by the published deadline which will be on Saturday 24 August 2019. Draft recommendations submitted by the deadline will be circulated to all Joint National Delegations by the end of the next day (Sunday 25 August 2019). Proposals for amendments to these draft recommendations will be accepted at the European Guide and Scout Conference by the published deadline which will be on Monday 26 August 2019.
- 6.4. Proposals for amendments to the work in partnership shall be submitted by the published deadline of Monday 26 August 2019.
- 6.5. Voting will then take place on Wednesday 28 August 2019.
- 6.6. All draft recommendations and proposals for amendments must be submitted in English and/or French.
- 6.7. Draft recommendations may be proposed by the Europe Committee WAGGGS and the European Scout Committee of WOSM but must be joint draft recommendations from the two committees. The two committees may not second draft recommendations.
- 6.8. When an amendment to a recommendation is proposed, in writing, the proposed amendment shall be put to the Conference first for decision.
- 6.9. If the proposed amendment is not carried, the draft recommendation is then put to the Conference. If the proposed amendment is carried, then the draft recommendation is amended accordingly before it is put to the Conference.
- 6.10. Draft recommendations of courtesy, congratulations and condolence will normally be initiated by the Recommendations Committee.
- 6.11. Draft recommendations decided by the European Guide and Scout Conference will come into force as from the closing of the Conference unless otherwise specified by the Conference.

7. VOTING

- 7.1. Voting strength shall be established by the Tellers and announced by the Joint Conference Chairs. The voting strength shall be the total number of organisations with delegates registered at the Joint Conference, eligible to vote and present in the room at the start of the voting session.
- 7.2. The tellers shall count the number of votes whenever requested to do so by the Joint Conference Chairs. Where electronic voting is possible, the tellers will monitor the process and verify the results.
- 7.3. Draft recommendations are declared carried if more than half of the votes cast are cast in favour of the draft recommendation (simple majority). Abstentions, void and invalid votes do not count when determining the number of votes cast. In the event of a tie, the draft recommendation is lost.

8. OTHER PROVISIONS

- 8.1. Simple majority will approve the draft Rules of Procedure for the 16th European Guide and Scout Conference at the beginning of the European Guide and Scout Conference.

If a WAGGGS Member Organisation or National Scout Organisation of WOSM wishes to propose amendments ~~changes~~ to the text of the draft Rules of Procedure they should be submitted in writing not less than three months before the opening of the European Guide and Scout Conference (i.e. no later than 24 May 2019).

The text of any proposed amendment to the draft Rules of Procedure must be communicated by the Committees to all Member Organisations and National Scout Organisations not less than two months before the opening day of the European Guide and Scout Conference (i.e. no later than 24 June 2019).

Throughout these Rules of Procedure, the term "Committees" refers to the Europe Committee WAGGGS and the European Scout Committee of WOSM.

[This version as approved by the Joint Committee – 9 March 2019](#)