

The Scout Association of Australia  
Victorian Branch  
Property Committee

## Property Guidelines – Acquisition, Retention and Disposal

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The Property Committee is responsible for making decisions concerning applications to Branch for the acquisition or disposal of properties.

These guidelines have been issued by the Property Committee and approved by Branch Executive Council (BEC) to assist Groups, Districts and Regions in decision-making concerning the acquisition, retention and disposal of Scout properties.

While all Scout property is vested (or required to be vested) in the name of Victorian Branch, local Formations are principally responsible for the effective utilization, maintenance and insurance of Scout properties.

Proposals for the acquisition or disposal of Scout properties (while in all circumstances subject to Property Committee and BEC approval) would in normal circumstances originate from the Formation responsible for the property or recommending its acquisition.

In using these guidelines and in considering the acquisition, retention or disposal of Scout property it should be remembered that the paramount consideration is always whether the acquisition, retention or disposal will promote the aims of Scouting over the medium to long term. In making this assessment the costs associated with maintaining property and the risks, both physical and to reputation, of not maintaining property should be weighed up.

### 1. Freehold properties

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These properties should be kept where:

1.1 There is active Scouting use of the property.

**OR**

1.2 There are concrete plans for the use of the property for Scouting.

**OR**

1.3 The Branch Development Plan requires the property for future Scouting purposes and Branch is working with the relevant Region to put plans in place for the use of the property.

**OR**

1.4 The Investment Subcommittee of the BEC Finance Committee, on referral by the Property Committee, approves the retention of the property for investment purposes.

1.5 Where it is recommended that a Scout property be sold the Property Committee would generally desire to see the proceeds of sale reinvested in a facility to provide resources for Scouting in accordance with recommendations of the relevant Region and the Chief Commissioner. The paramount objective underlying the acquisition, retention or disposal of Scout property is the provision of high quality physical resources for the advancement of Scouting in Victoria. To this end BEC would normally invest the proceeds of sale in such a

manner that they would be available to fund a new acquisition or development approved by Property Committee for a period of 2 years or such longer period agreed to by Property Committee.

## **2. Leasehold, Licensed or Permissive Occupancy properties**

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### **2.1 Active Scouting use of the property – With commercial rent payable by Scouts**

These properties only should be retained where there is no reasonable alternative property available at lower cost to Scouts.

### **2.2 Active Scouting use of the property – Without commercial rent payable by Scouts**

These properties should be retained provided the property is of a sufficient standard to be effectively and safely used for Scouting purposes.

### **2.3 No active Scouting use of the property – With commercial rent payable by Scouts**

These properties should only be retained where:

1. There are concrete plans for the use of the property for Scouting that are supported by the Branch Development Plan and there is no reasonable alternative property available at lower cost to Scouts.

**OR**

2. The property is sublet on commercial terms with the approval of the Property Committee and the Investment Subcommittee of the BEC Finance Committee.

The cost of maintenance and insurance needs to be considered as part of whether the arrangements are on commercial terms.

### **2.4 No active Scouting use of the property – Without commercial rent payable by Scouts**

These properties should only be retained where:

1. There is a reasonable prospect of use of the property for Scouting in the short to medium term and the responsible Formation can satisfactorily maintain the property.

**OR**

2. The Property Committee and the Investment Subcommittee of the BEC Finance Committee approves the retention of the property for investment purposes. It is envisaged that it would be very rare for this criterion to be satisfied.