

**1<sup>st</sup> Port of Galway**

**(24<sup>th</sup> Galway)**

**Scout Group**

**Strategic Plan 2023-25**

**12 February 2023**



## **Executive Summary**

Scouting in Ireland is a voluntary, uniformed, non-formal educational movement for young people. It is independent, non-political, open to all without distinction of origin, race, creed, gender, sexual orientation, or ability, in accordance with the purpose, principles and method conceived by the Founder, Robert Baden-Powell as stated by the World Organisation of the Scout Movement.

A scout group is the local and primary vehicle for Scouting in Ireland. It is a registered Charitable Organization and is registered as a Scout Group with Scouting Ireland. All Scout Groups are supported by Scouting Ireland through a Charter, which is renewed annually. All Scout Groups registered with a Charter are members of Scouting Ireland Services (Hereinafter "Scouting Ireland"), a company limited by guarantee and itself a registered Charitable Organisation. They attend Scouting Ireland's Annual General Meeting and elect its Board of Directors.

This document details our strategy for the future and outlines our development plan.

## **Aim/Mission of the Group**

The aim of our Group is to encourage the social, physical, intellectual, character, emotional and spiritual development of young people so that they may achieve their full potential and, as responsible citizens, improve society.

Our Sea Scout group is based in the Port of Galway. Our mission is to provide a non-formal educational environment that offers young people the opportunity to undertake adventurous and challenging activities within a team structure. This, in turn will enable them to develop positive characteristics, improve their mental, creative and teamwork skills and allow them to have a greater understanding of the world in which we live and the people that make that world and the environments around us.

## **Sea Scouting**

Sea Scouting Groups in Ireland operate the same as every other Scout Group in the Country, with a stronger commitment to water safety, seamanship training and activities on the water. The programme is designed to foster a love of adventure on the water alongside building technical activity skills and leadership afloat.

Typical activities may include; dinghy sailing, rowing, rafting, swimming, kayaking, windsurfing, powerboating, canoeing, marine science & oceanography, keelboat sailing, engine maintenance, chartwork & navigation, preservation of maritime heritage, water safety and seamanship; ropework, line-handling, meteorology, boat maintenance, communications.

Ireland and Sea Scouting is rich in maritime culture so you will often find Sea Scouting Groups emphasising a nautical framework and tradition in their activities.

## **Development Plan**

The primary purpose of our development plan is to ensure that we have the funds, equipment, skills and volunteers in place to deliver and grow our Sea Scouting youth development program.

To achieve this we will progress the following strategic development plan

## 1. Governance

We shall establish the 1<sup>st</sup> Port of Galway (24<sup>th</sup> Galway) Sea Scout group as a registered charity, in line with Scouting Ireland guidance and to ensure we operate according to best practice as a not for profit organization.

The Group shall be run by an annually elected Group Council who shall be the Charity Trustees and shall act in the best interests of the members of the Group and ensuring that we remain exclusively committed to the aims of Sea Scouting.

A quarterly Group forum shall be held for all members to ensure they are updated and they have an opportunity to provide feedback and suggestions on how the Scouting program is being delivered. Members shall elect the Group Council at an Annual General Meeting

We shall ensure that we have operate in a transparent manner, holding the assets and reputation of the Group in trust for the benefit of current and future members.

We have put the following elected roles in place, in line with the Scouting Ireland Group structure

Chairperson, Group Leader, Assistant Group Leaders, Youth Section Leaders, Group Trainer, Secretary, Youth Representative, Treasurer, Quartermaster (Bo'sun).

A Parents & Friends Committee and Fundraising Committee shall also be established shortly

## 2. Fundraising

We have established that we require an annual income of €12,000 to deliver our current Sea Scouting program across all sections of the group. This includes the a wide range of expenditure including Scouting Ireland registration, Insurance, Scouting and Water activity skills and training, camping equipment, fleet maintenance, transport and leases.

To cover these costs we will establish a formal fundraising committee which will plan and provide a range of activities to raise funds. These are expected to include the following

Subscriptions	Annual membership subscriptions, a portion of which will be submitted to Scouting Ireland and a portion of which will be retained by the group to cover membership fees of volunteers
Collections	Direct collection of donations by Church gate and other public collection events
Sponsored Events	Host Table quizzes and other events which will raise funds for the operation of the Galway Sea Scout Group
Corporate Donations	Work with multinational corporations with a Galway City presence to both seek corporate donations and also to engage with staff donations and volunteering of time as part of their Corporate Social Responsibility programs

Local Business	Seek sponsorship and donations from local Galway City businesses
Grants	Avail of various grants which are available by public bodies for the operation and development of the group, its program and infrastructure

### 3. Administration

Management of a Scout Group requires a significant administration effort to maintain member records, registration, payments and tracking of training, Garda Vetting and Safeguarding.

A Group Secretary has been appointed to be responsible for this work. A number of development areas have been identified for group administration

Data Protection	GDPR compliant – all our registration forms, policies and rules shall be updated to protect personal data.  Each section shall have its own email address, masking individual details and to ensure continuity, as email is passed on to next leader
Data Accuracy	Training to be provided to Section Leaders on Scouting Ireland Database to ensure it is maintained and kept current
Policies	The Group Policies and Standing Orders shall be made available to Members and shared on the Group website
Regulatory	Ensure we manage our obligations to Scouting Ireland and the Charity Regulator and any other regulatory obligations
Digital Channels	We shall audit our Digital Assets (Websites/email/social), establishing what digital assets and accounts exist and who has control/ownership of same

### 4. Community Engagement

The Sea Scout Group draws its membership from the community of Galway City and surrounds and is proud to contribute back to that community beyond its core role of Sea Scouting. To ensure that we plan to undertake the following

What	Who
Open Day	Hold an Open Day for our members, allowing parents, friends and supporters to see the range of activities we offer to youth members. It will also act as a way to acknowledge their support
Giving Back	All Sections shall run Community Clean ups, with a focus on our marine environment. This may be a local beach clean or similar activity
St Patrick's Parade	We shall participate in the Galway City St Patrick's Day parade to raise our profile in the community

Community Group partnerships	We shall engage with other community groups, especially those who may share similar objectives or where there may be mutual benefit in sharing skills, resources or volunteers
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## 5. Our Volunteers

The delivery of our youth program is entirely dependent on the generosity of our volunteer Leaders' (Scouters) time. We recognize that we are overly dependent on a small number of Scouters who give a large amount of their free time, that we are dependent on a subset of those to deliver the Sea based program elements and that we tend to attract Leaders who are almost exclusively parents of current Scouts

Scouters expansion	Recruit parents that are not currently scouters who may have matching skills and experience
Commitment Level	A core reason why some may not volunteer is the expected workload – we will restructure current roles, attempt to spread the workload and make roles a bit easier to take on
Scouter Retention	Develop a plan to retain Scouters once their own children are no longer involved in Scouting
Scout to Scouter conversion	Identify how to retain older Scouts to become Scouters as they reach early adulthood

## 6. Training

Training ensures that our volunteers have the skills required to safely deliver the youth program that we deliver. We shall invest in a full and comprehensive training program to ensure that leaders know the Scout and Sea Scouting program to a level where they can both train other leaders and also transfer those skills to our youth members.

Training Officer	Group Leader shall identify a member to volunteer as Training Officer to identify training needs of the group and ensure Scouters training is aligned to these needs. The role may be split between core Scouting and Sea Scouting training
Garda Vetting	Ensure that Scouters have Garda Vetting current and up to date at all times
Safeguarding	Ensure that Scouters have Scouting Ireland Safeguarding Training current and up to date at all times
Scouting Training	Ensure that all Scouters are formally developing their core Scouting skills training and progressing through the Scouting Ireland Wood badge scheme
Sea Scouting Training	Ensure that all Scouters are formally developing their core Sea Scouting skills training and progressing through the Scouting Ireland Nautical training scheme and other Irish Sailing certifications.

## 7. Scouting & Camping Equipment

Appoint Group Bo'sun	Appoint a Quartermaster (Bo'sun) to manage our assets and ensure they are maintained, repaired and replaced
Equipment Audit	Undertake a full asset and equipment audit, including the establishment of what equipment requires replacement or repair
Stock Control	Establish a mechanism for members to check out equipment and report if it is lost or broken
Maintenance	Operate an equipment maintenance program, either with members or where needed with external suppliers

## 8. Our Fleet

Dinghy fleet	Establish the current state of our dinghy fleet and ensure we have it ready to deliver the dinghy program each Spring.
Yacht fleet	Establish the current state of our keel boat / yacht fleet and ensure we have it ready to deliver the program each Spring – commencing in 2024
Powerboat fleet	Establish the current state of our powerboat fleet and ensure we have it ready to deliver the program each Spring.
Other boats and nautical equipment	Make recommendations on what repairs or replacements are required

## 9. Scouting Program

Core Camping Experience	Camping building up to 2 nights for beavers, 3 or 4 nights for Cubs and up to 7 nights for scouts
International Camp	Scout Section shall lead an international Camp at least every 4 years so that each youth member has the experience at least once.
ONE Program Delivery	Each Section Lead shall develop a yearly program to deliver the core elements of the Scouting Ireland ONE program and the main elements of the Sea Scout program in particular
Scouting Ireland Engagement	Each Section Leader to provide a 2023 Program plan, to include County, Provincial and National events that will be attended.
Group Level activities	Plan a Group Camp, Group Hike and Section Link events as part of 2023 program to ensure we operate as group, not individual sections

## 10. Financial Management

Treasurer	Ensure treasurer manages the finances of the group and provides regular financial reports to Group Council and members at AGM. Ensure we meet our regulatory obligations for financial management to both Scouting Ireland and Charity Regulator
Banking	Treasurer shall maintain the two bank accounts we have registered with the charity regulator and shall ensure appropriate financial controls together with the Group Leader
Charity Status benefits	Group Council shall identify the tax and other financial benefits that accrue from Charity status
Financial Controls	Agree a Standing Order which will determine our funding model and financial control protocols for both Scouting program delivery and capital projects
Financial agreements	Establish a list of which commercial, leasing or other agreements the Group has entered into with any 3 <sup>rd</sup> parties which may represent obligations or liabilities

### 11. Property

Storage	The Group shall continue to use “The Unit” at Ocean Sports Centre, Port of Galway for the Storage and repair for equipment. The unit shall be cleared and redesigned to provide better use of space
Boat Repair & Maintenance	The completion of the new boat shed at Port of Galway shall be reviewed by the Group, taking into consideration access, ownership, planning status and available grants
Scout Den	The Group Council shall develop a plan for the development of a Scout Den to provide a place for the delivery of our youth development program

## Annual Budget Actual and Forecast FY Ends 31 August

	FY 2021	FY 2022	FY 2023 Forecasted	FY 2024 Forecasted
Bank Balance & Cash in Hand	18,398.37	26,481.69	29839.85	<b>33079.93</b>
<b>Expected Income</b>				
Membership Fees	10,508.03	11,436.75	11691.58	11691.58
Fundraising	0	770.00	400	600
Grants	9979.42	7207.45	5200	7200
Licence Income	0	1	0	0
Camp Fees	5,587.64	29,320.00	6100.00	8000.00
Activities Fees	728.68	4,903.29	900.00	1000.00
Section Contributions	3,279.00	0	0	0
<b>Sub Total</b>	<b>€30,082.77</b>	<b>€53,638.49</b>	<b>€24291.58</b>	<b>€28491.58</b>
<b>Less Expected Expenditure</b>				
Membership fees paid to SI	6965.00	8060.00	8060.00	8060.00
Programme Costs	824.73	7165.61	900.00	2500.00
Training Costs	600.00	1,120.00	1500.00	1500.00
Administration Costs	130.49	196.69	195.00	195.00
Rental Costs	375.10	3712.30	2000.00	2500.00
Camp Costs	2150.00	26,664.26	4200	5600
Equipment / Repairs	6622.75	2821,47	3650.00	4980
Insurance	1051.40	540.00	546.50	546.50
Other: Interest	0.98	0.00	0.00	0.00
Section Contributions	3279	0.00	0.00	0.00
<b>Sub Total</b>	<b>€21999.45</b>	<b>€50280.33</b>	<b>€21,051.50</b>	<b>€25881.50</b>
<b>Surplus/Deficit</b>				
	<b>€8083.32</b>	<b>€3358.16</b>	<b>€3240.08</b>	<b>€2610.08</b>
<b>Total</b>	<b>€26,481.69</b>	<b>€29,839.85</b>	<b>€33079.93</b>	<b>€35690.01</b>

**Adopted by the Group Council, 12 February 2023**