

SCOUTS AUSTRALIA AGENDA FOR THE 509TH MEETING OF THE VICTORIAN ROVER COUNCIL HELD AT VICTORIAN ROVER CENTER WEDNESDAY, 27TH MARCH 2024, AT 7:30PM

1	Welcome
1.1	Flag Break Zac Geddes
1.2	Attendance & Apologies – Jessica Kaplan
	Apologies – Jessica Kaplan, Georgie Martin, Thomas Whitehead, Ben Okley,
	Anthony Lamb, Katelynn Condon, Maddy McArthur, Maria Armstrong
1.3	Acknowledgement of Country
	Rover Scouts Victoria acknowledges the traditional custodians of the lands on which this event
	takes place. We pay our respects to ancestors and Elders, past and present. We are committed to
	honouring Australian Aboriginal and Torres Strait Islander peoples' unique cultural and spiritual
	relationships to the land, waters and seas and their rich contribution to society.
1.4	Conflict of Interest –
	 Molly Hastings (a representative of Bays region) on Rover Dinner budget as a key party to the formation of the budget. Molly will not be a voting representative for Bays for the
	purposes of the Rover dinner budget.
1.5	Workplace Health & Safety Items
1.5	If anything in or of the Rover Centre isn't working as it should, please email
	resources@vicrovers.com.au immediately with a brief report.
	• An additional window has broken, this time in the main room has been broken and whilst
	the area has been vacuumed, individuals should be careful of leftover glass shards in the
	half of the room closest to the screen.
2	Congratulations, Guest Speakers, Presentations and Formal Thanks

2	Congratulations, Guest Speakers, Presentations and Formal Thanks
2.1	 Good on Ya Mate – Council acknowledges and thanks the exceptional contributions to Rovering over the past month. Jess Hay for stepping in as secretary today Sienna and Lachlan for stepping in and running the MRP working bee last weekend
2.2	Guest Speakers & Presentations:

3 Items for Consent 3.1 Minutes of the previous VRC Meeting — February Zac Geddes Seconded – Melbourne Seconded – Melbourne



Passed

	Fasseu	
3.2	Correspondence	Jessica Kaplan
	None to report	
3.3	VRC Financial Report	Jody Freeman
	None reported	
3.4	Decisions of the VRC Chair to be ratified	Zac Geddes
	No decisions for ratification	
3.5	Notifications for the Baden-Powell Scout Award	Regions
	Zac Geddes – Djerriwarrh Rover Unit	
	See Appendix 2 for photographic evidence of Zac interacting with some bees.	

4.1 Chair Zac Gedde	;

SLT

Earlier this month I was invited along to the State Leadership Team Meeting (SLT). This is where the Chief Commissioner of Victoria, Deputy Chief Commissioner, Assistant Chief Commissioners, and the Executive Manager meet to discuss various plans and projects at that high level. We discussed Rovers, what was going well, what we needed help with etc... I look forward to working with them some more to build our relationship with Branch. It was a positive interaction, and certainly a step in the right direction.

Sustainability

This month I had also met with various sub committee chairs around sustainability at events. The NRC developed a guideline, including a checklist to score events. I had said Victoria will be happy to help trial these guidelines, and we will report back. Early discussion with these chairs seemed positive, and I look forward to seeing how our events fair. If anyone is interested in looking at this, or potentially using it for Region events etc... let me know, I'm happy to share it.

There were of course other various meetings such as our finance meeting, and NRC meeting, but I'll let Kieren and Izaak discuss more on those.

I've also been working on a few projects. This includes working to include Rovers in the branch Office 365 rollout, to better include Rovers in their comms. I've also been talking to the property team to work on an accessibility ramp into the centre, and have done some work to have Rover exit surveys by branch. I hope to have more updates on all of these items again next month.

Deactivation & Census

Census is on Sunday. Encourage units and Rovers to interact with groups.

Email at: <u>chair@vicrovers.com.au</u>

4.2 Deputy Chair

No report submitted Email at:



VACANT

deputy.chair@vicrovers.com.au

4.3 Assistant Chair

Aodren Knight, Cam Cerda

Aodren:

With the winter season around the corner you can certainly hear preparations happening at our snowy locations, if you can find the time, put your hand up to help out. If you like to help out a bit warmer, come to the Surfmoot AGM next month and spend a bit longer at Eumeralla next event.

Our locations and events only manage because of the work Rovers put in, and many hands make light work, so every bit of help is valuable.

Cam:

- Fairly quiet month.
- Working bees at Bogong and Mafeking went well over the weekend.

Email at:

assistant.chair@vicrovers.com.au

4.4	Secretary	Jessica Kaplan

Please make sure that all tabled items are submitted using the paper template. This helps differentiate tabled items in the appendices and make the minutes easier to read. As a reminder, items for tabling – including budgets – should be sent in by the deadline for agenda items and reports outlined in the reminder email.

If you have a general business item to present, please ensure you send through a short summary to me at <u>secretary@vicrovers.com.au</u>. Please ensure that reports and general business items sent through are sent to the secretary email and not my personal email address, just to keep it more organised. Thank you!

Email at:

secretary@vicrovers.com.au

4.5	Strategic Plan				
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I am still analysing the survey data – there is a lot of data with about 10% of Victorian Rovers being surveyed – but I am making good progress. The survey has shown many results that were expected but it is good to have data to back it up. Some key trends that initially standout include:

- About 73% of Rovers having linked straight from Venturers, 13% having some time away between Rovers and Venturers, and 5% having no Scouting experience prior to Rovers.
- The main reason individuals are not attending major events is cost, with about 31% of respondents citing this as a reason that they know of for them or others in their Unit not attending a major event. Other key factors included general lack of time (~20%), work commitments (~17%), distance (~8%), lack of interest (~7%), accessibility issues (~4%), and a dislike of the drinking culture (~4%).
- Suggested improvements to training included the need for Rover specific training along with training in Mental Health First Aid, conflict management, and financial literacy. However, it should be noted that these course types were all ones provided as examples. Popular course types that were not provided as examples included unit management, fundraising, inclusivity, and membership building and retention.



Jess Hay

- Be Informed was the third most common source of information about Rover events, activities, and opportunities with about 19% of respondents citing this method. It followed Facebook (~78%) and word of mouth (~43%) but beat out Instagram (~14%), emails (~12%), and region (~10%). It is possible that emails and Be Informed are being conflated in responses.
- Respondents reported an average of 3 individuals linking directly from Venturers over the past year, however, there were several reports of some of these individual not still being in Rovers.
- The three main areas where individuals feel the section is performing well was in major events (~13% of respondents), providing a variety of opportunities and activities (~13%), and providing a good sense of community (~8%).
- The four main areas where individuals feel the section could improve are OAS awareness and accessibility (~10% of respondents), retention and recruitment (~10%), inclusivity (~6.5%), and regional support (~6.5%). In particular, it was highlighted that it can often be hard to find information on what OAS related sessions or courses are running.

Understanding and uptake of Our Program is still lacking and limited. Unfortunately, I am yet to run the numbers of these responses. Similarly, I am yet to run the numbers of views on alcohol consumption within Rovers, training, approach to programming, Rover governance, and a number of other aspect.

I am to table a full report for information next month which will also touch on some of the limitations of this data and make overall recommendations. I also hope to have an initial draft of the new Strategic Plan soon.

There are now two people (other than myself) in the Strategic Planning Patrol and intend to organise to meet soon. I will be following up with Region Chairs in the next week around their representative and Region and Sub-Committee chairs around other answers.

Email at:

strategicplan@vicrovers.com.au

4.6 Membership Development Nicola Dangerfield

This Month has been fairly easy, just working on setting up some long term plans for anyone sitting in this role after me. Really just preparation at this point.

Email at:

membership.development@vicrovers.com.au

4.7 Training

No report submitted

Email at:

training@vicrovers.com.au

- Nothing really to report other than congratulations to Zac on his BPSA.
- Still looking at doing an info session on adventurous journeys.

Email at: <u>bpsa@vicrovers.com.au</u>



Breanne Simmons

VACANT

4.9	NRC Izaak K	itching
Last T	uesday there was an NRC meeting	
-	World moot Australian contingent gave a presentation, applications to join the contingent management team are open. <u>https://scouts.com.au/blog/2024/03/08/contingent-team-wormoot-2025/?fbclid=IwAR03053AjYXSwMvCxK_wD2UxVZrWn0imq0xndrdGlUfsa-cPmZcKXCamE_aem_AX8pMJyLhxhIVU35DjvAMFfh_1E-</u>	<u>rld-</u>
	RmYfzYew3oQWM3Aw5VgcT7M2MT0zvs6SS3Vfcb82bJhr-AGITgpv3ojh-m5d	
-	There is an expression of interest to attend the 2024 international scout youth forum 2024 in Hong Kong 8 th - 10 th June. Expected to arrive on the 7 th June and depart on 11 th June (must be between 18-26 on the first day of the forum).	
-	The 2024 budget passed	
-	There was a paper submitted Provision of Funding – NRC Attendance at AJ2025 this paper was proposed to pay for Rovers to attend to help man the Rover tent at AJ2025 dates 5^{th} - 17^{th} Jac2025. There was an amendment proposed to have this added to the budget and this passed	nuary
-	There was an information paper for the NRC exec refresh (Zac will go into more detail at a la date on this)	iter
-	A list of the 2024 NRC remote meetings and conference were provided.	
-	The 2024 NRC conference carbon offset calculations of 12 tones of CO_2 were recorded to an cost between \$182-367 Aud.	offset
-	The adult service awards are able to be worn on the bottom of the right sleeve on the rover	shirt.
Email <u>nrc.de</u>	at: <u>elegate@vicrovers.com.au</u>	
4.10	Finance Kieren	
		Martin
	 Have been going through budgets. Had a finance team meeting last week. Please send budgets about a month before you want them tabled so that the finance tea have time to look over it before it gets to the VRC table. 	
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Maddy McArthur

Alex Costin

- If you have anything for Be Informed, let Sienna know.
- Looking to do more OAS course awareness stuff on social media following strategic planning survey results.

Email at:

communications@vicrovers.com.au

4.13 Visual Communications

No report submitted

Email at:

visual.communications@vicrovers.com.au.

4.14 IT

The projector is now on the roof, which allows for more table space. Yay!

You can contact the IT Team at <u>it@vicrovers.com.au</u>, and the online store team at <u>store@vicrovers.com.au</u>. Please reach out if there is anything we can assist with.

4.15 Commissioner Group Stephen Carter, Sarah Austin, Lachlan McDonald

Congratulations to all the BPSA recipients who got their awards at Government House this month. It was great to see.

A reminder about the challenge set last month to get 250 people to MARB and the Commissioners will come in over-the-top fancy dress.

Emails:

Stephen: <u>stephen.carter@vicrovers.com.au</u> Sarah: <u>sarah.austin@vicrovers.com.au</u> Lachlan: <u>lachlan.mcdonald@vicrovers.com.au</u>

5 Sub-Committee Reporting

5.1 Mafeking Rover Park

- Thanks to those who attended the working bee. We had heaps of people there and it was great to get a lot done.
- The region competition for hours has started.
- The tractor is almost back up and running. The motor is fixed and ready to put back in the tractor.
- There was an incident over the weekend with a stolen car left on site and another car being taken. As such, we are looking at increased security measures.

5.2	Surfmoot	
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- Had March meeting review and meet and great. Thanks to those who came.
- Feedback overall was quite positive and improved on previous years. Taking on board constructive criticism to improve in the future. About 50 responses
- AGM is on the 17th of April 2024 and people are encouraged to come along. This will also be Surfmoot committee elections. If anyone is interested in joining the committee, reach out or send them to Kira.



Caitlin Durant

Kira Miles

5.3	Mudbash Sienna Brown
	Tickets are on sale! Pre-sale tickets, 18 year old discounted ticket, 1 night stay. At event collection merch is open now for a limited time only (about a week). Tenders are out – canteen, general, pub tour. Potential good fundraising opportunity. Tenders close in 2 weeks time. More information can be found on FB and Instagram Working bee was at Mafeking was a great success. About 70 people.
5.4	Rover Scout Motorsport (RSM) Lachlan Setter
-	Racing Bee happened with about 15 cars and 40 drivers. Went well. Have installed new shipping container with tyre machine, which saw some use over the weekend.
5.5	Bogong Rover Chalet Catherine Kopec
again! wood clashe unfort Ventu and ev We ha our fir We re that is NOBS Food (Winte	honth we have had some great progression with our bathrooms with them being able to be used However, there is still some work to go to get them fully completed. Last weekend we had our weekend where we sort through the 40 cubic meters of wood. Whilst we understand that this ad with an RSM event we unfortunately had no choice but to deliver it on this weekend. This unately this meant we had only 7 people at the Chalet doing this massive job - 3 Rovers & 1 rer. We promoted this heavily on our socials, on all region Facebook boards, the Bogong mail list veryone booked in for 2024 also received an email. Ave lots of essential work to complete over the next month or so as the ANZAC long weekend is hal weekend to complete works as after that the road can close very quickly for the winter season. ally want to see more Rovers at working bees & NOBS training (our "leader" training for weeks very specific for the chalet). Easter: https://www.trybooking.com/events/landing/1133373? : https://www.trybooking.com/events/landing/1170347? ANZAC): https://www.trybooking.com/events/landing/1133375? (Limited spots) r: https://www.trybooking.com/events/landing/1141802
	pird discounts end at the end of March
5.6 -	W.F. Waters Lodge Paul Taylor Ran a working bee on the weekend with another one on ANZAC Day weekend and one in May.
5.7	MARB Michael Watts
-	Voting on budget tonight, which was updated and sent to all Region chairs. Took on feedback. Get your tickets to see Stephen, Sarah, and Lachlan dress up.
5.8	Yearbook
No rep	port submitted
5.9	Rover Dinner Bays
Our te	am has been working on the feedback we received since our budget was tabled last month and
we're	excited to have it voted on tonight. Thank you to the regions that provided feedback.



6 Region Reporting

6.1 Bays

After a relatively busy start to the year we have had less going on for March.

The main focus has been working on our uncrewed list and getting comms out to those member and their groups prior to census. We have had quite a bit of success with that, seeing our list almost half and expecting a few more changes in the next few days.

The other main focus has of course been Rover Dinner with our team working on the feedback we received since our budget was tabled last month and we're excited to have it voted on tonight.

6.2 Gippsland

Gippsland has had a massive month of CARB planning, we have finalised our budget and cover letter, booked our venue and will be releasing tickets soon so please keep a look out for our announcement!!! We will be holding our Chair elections next month so whilst I am running for another term and hope to see you all at the next meeting there is a chance this will be my last meeting as Gippsland Chair. Regardless of the outcome of the elections I will still be involved in CARB. Thank you to those who have supported me for the last 2 years and we shall see what happens next month!

6.3 Lerderderg

Katelynn Condon

Anthony Lamb

Zoe Cooper

This month we have made some progress with our two new fledgling units.

We have created a document that provides a list of upcoming activities at each unit. This makes it even easier for units to connect with others within the unit.

I would like to congratulate all of the BP and Queen Scout Award recipients that attended the Government House Ceremony. I look forward to some of the BP ceremonies still to come.

We have caught up with our CRC rover unit and provided them with even further assistance in getting to joint nights with other units. We hope that the resources we've provided will help them with this, and get them becoming a unit real soon

6.4	Melbourne	Harrison Feldman
-	Have finalised logo so will have merch out soon	
-	Had a sailing day which went well	
-	Many went on a caving exped	
-	Looking at improving recruitment – business cards, A3 posters at unis, etc. Pla	in to make sure
	each Venturer unit has at least one Rover contact	

6.5 Mt Dandenong

Benjamin Ceravolo

This month in Mt Dandy has been busy. There has been Government house presentations, boots, a pickle party, the raising bee, and of course Moist Moot.

I would also like to say a big thankyou to Maria who we will be saying goodbye to this coming month, after 6 years as Mt Dandenong Region Rover Commissioner.

6.6 Murray Midlands

Murray Midlands is going well, not much to report on.

Barney and Ben are still organising their unit visits.

Focusing on getting elearning and WWCC up to date.



Ben Okely

6.7 Plenty Valley

This month has been good, we've gearing up for the end of our terms, bit of succession planning and just working on getting our attendance numbers up.

We've seen some small increases in numbers in a few of our crew, which is really exciting. I've even been able to meet with a couple units and get involved with their programming.

6.8 South West

Matthew Pannan

Nicola Dangerfield

March has been super productive for South West! I've been working with my exec and units to start putting the word out for region elections at our AGM in June. As a result, we already have a couple of variations of a succession plan for most of our positions!

We're also currently drawing up some region merch ideas, and we're hoping to get some small stuff made up and ordered in the coming months.

We've also set up the beginnings of our new Villa Management Patrol, to help move future projects and working bees at our Eumeralla villa. We've set a couple of working bee dates throughout April, so we're looking forward to finally getting back into the swing of things at the villa again!

7Other Reports7.1TerrainHarrison Feldman

If you would like snapshots of your region's data please email <u>Harrison.Feldman@scoutsvictoria.com.au</u>

Terraform should be coming out soon but TBA on if Rovers will get access. A focus at the moment is looking at program, attendance, etc and there is a push to be using Terrain.

7.2	MPAC	Pete Wotherspoon
	-	Apologies for not being at the last meeting.
	-	A further paper is still to come addressing updates addressing aspect from the meeting.

comments, and discussion later in this VRC meeting.

8	Interstate, National and International Events and Contingents
8.1	Easter Moot
	Tasmania 29 th March – 1 st April 2024 <u>https://www.tas.rovers.com.au/events</u>
8.2	81 st New Zealand Rover Moot
	Rotorua, New Zealand 29 th March – 1 st April 2024 <u>https://www.facebook.com/AusNZMoot/</u>
8.3	Hoadley Hide
	Blackwood Scout Camp, Barry's Reef 4 th – 7 th April 2024



\\	Victorian Rover Council Agenda 509 th VRC Meeting –	Wednesday 27 th March 2024
	Venturer hiking-based camp, always looking for people to run stunts <u>https://hoadleyhide.com.au/</u>	
8.4	Governor General's Camp	
	Government House, Canberra 14 th – 19 th April 2024 <u>https://scouts.com.au/event/ggcamp2023/</u>	
	Registrations close on the 30 th of November!	
8.5	Star Trek: Survival Camp	
	Mafeking Rover Park 26 th to 28 th of April 2024 <u>https://startreksurvival.tech/</u>	
8.6	The Ettamogah Bush Dance	
	Table Top Hotel, Albury 10 – 12 May 2024 <u>https://fb.me/e/5RyoFq6ZL</u>	
8.7	Country Area Rover Ball	
	Gippsland Region 6 th July 2024 Theme: Demigods Gala	
8.8	7th Roverway 2024	
	Norway 22 July – 1 August 2024 <u>https://scouts.com.au/event/roverway2024/</u>	
8.9	AJ2025	
	Maryborough, Queensland 6 – 15 January 2025 Will need a Queensland Blue Card (their version of the WWC)	
8.10	17 th World Scout Moot 2025	
	Portugal 25 July – 3 August 2025 <u>https://scouts.com.au/event/wsm2025/</u>	
	Age cut off: be 25 at the start	
8.11	26 th World Scout Jamboree 2027	
	Poland 30 July — 8 August 2027 <u>https://www.jamboree2027.org/</u>	
	If you wish to add an event, please email <u>secretary@vicrovers.com.au</u>	



9	Voting Items
9.1	Budget – MARB 2024
	See Appendix 3 for budget and cover sheet
	 Contingency plans have been created for if there are low attendance numbers but hopefully that won't be needed. Adjustments from feedback – 2021 actuals added, scaled summary of 135 participants as break even point, catering cost changed and offset by decoration costs.
	Seconded: Plenty Valley
	Passed
9.2	Budget – Rover Dinner 2024
	See Appendix 4 for budget and cover sheet
	 Changes to sustainability support – carbon emission offset to a QR code encouraging people to vote.
	Seconded: Plenty Valley
	Passed
9.3	Budget – WF Waters Lodge
	Budget for the WF Waters Lodge for the 2024–25 season. See Appendix 5 for budget. A response from WF Waters Lodge, which was discussed, is also attached in the appendices.
	Seconded: Plenty Valley Passed
9.4	NRC Observer Position Description
	See Appendix 6 for the position description
	Seconded: Plenty Valley
	Passed
9.5	RSM Track Works Funding Proposal
	See Appendix 7 for proposal
	 Background: Because of the location of the park, it will cost around \$7000 just to get the machinery up there, so want to get it all done in one go Seconded: Plenty Valley
	Passed



10 Discussion Items

10.1 MPAC Discussion Paper

Mafeking tabled a discussion paper following the February MPAC session,

Mafeking has concerns around direction and that it doesn't meet what is currently needed, considering factors such as costs for building accommodation, rangers, the need for more indoor hireable space and toilets (especially for large events).

Development at sites is important to improve attractiveness and viability.

A shed is the cheapest and probably easiest way to provide a range of things – meeting space, activity space, potentially toilets on the outside. Potentially around \$150,000.

Also looking at septic systems likely around \$100,000.

Would require a warden and on-site activities for school camps, if going down that route. However, shed space would potentially begin being a foot in the door for outdoor education camps.

Suggestion to build MPAC in stages, as per Mafeking's proposal.

Pete will provide a business plan. Encouraged to work with Mafeking on this.

11	Tabled Items
11.1	Budget – CARB 2024
	See Appendix 8 for budget, tabled for information.
	There was some discussion on if it needs to be voted on. A discussion will be had regarding this at the upcoming VRC Exec meeting and regions will be informed of the process from this point following the VRC Exec meeting.

12 Standing Items

12.1 Unit Names and Scarves

Regions

12.2 WWCC/e-Learning Reminders

Details of members with outstanding membership requirements are sent to Unit Leaders and Region Teams every month. Please ensure these are actioned in a timely manner. If you'd like an ad-hoc report please contact Jeff.

E-learning compliancy is at 92.93%

WWC missing 86.15% (56 in total)

12.3 Operoo



Any event you run should be registered with Operoo. Contact the State Operoo team @ <u>Operoo@scoutsvictoria.com.au</u> to inform them of your event, they will help you with the process around that.

12.4 ScOUT & ABOUT

Register your event through the link here. Anything from Working Bees to weekend camps. <u>https://myrecord.scoutsvictoria.com.au/memberportal/scouting-activity/vic</u>

12.5 Active Rover Policy

You can find a summary sheet and optional approval form for this policy at https://www.vicrovers.com.au/resources/policies

13 VRC Office Bearer 2024-2025 Nominations and Elections

Nominations for all Office Bearer positions open as of the March VRC meeting. Please email all nominations to <u>secretary@vicrovers.com.au</u> and include the term "VRC Nomination" in the subject line.

The election of VRC Chair will occur at the April VRC meeting and elections for all other positions will occur at the May VRC meeting.

Position descriptions can be found as an Appendix to the minutes after the meeting. A reminder about the eligibility requirements that were voted on at VRC last month.

14 General Business

- NRC have a policy on merchandise branded with the official National Rover logo and there is a register to prevent Branches competing with other branches for the type of merchandise. See Appendix for this policy.
- CDS bins when are VRC getting some? We will look into it. As per Be Informed this week, each Group will be given a Donation Partner ID and will be informed of this soon.
- When will Surfmoot Merch be delivered? go to the AGM to find out.
- Away meeting Sat 20th April at 2pm at Mafeking Rover Park.
 - Working bee happening that weekend. Encourage you to come along to get some working bee hours.
 - $\circ~$ Timeline for agenda, reports, etc will differ. Agenda will be out by Thursday the $18^{\rm th}$ of April at the latest.
 - Will not offer teleconferencing at the meeting. WiFi for downloading agendas, etc may be available at Mafeking's discretion.

Closing Parade: Flag Down Meeting Closed at 9:33 pm



VRC MINUTES APPENDICES MARCH MEETING 27.03.24

Title	Page	Agenda Item	Description
Attendance	2	1.2	Welcome
Zac with Bees Photo	5	3.5	Items for Consent
Budget – MARB 2024	6	9.1	Voting Item
Budget – Rover Dinner 2024	10	9.2	Voting Item
Budget – WF Waters Lodge	14	9.3	Voting Item
NRC Observer Position Description	16	9.4	Voting Item
RSM Track Works Funding Proposal	18	9.5	Voting Item
Budget – CARB 2024	20	9.6	Tabled Item
MPAC	24	10.1	Discussion Item
OBs Position Descriptions	29	13	OB Nominations
NRC Merchandise Policy	49	14	General Business







VRC ATTENDANCE 509TH MEETING OF THE VRC HELD AT THE VICTORIAN ROVER CENTER WEDNESDAY, 27TH MARCH 2024, AT 7:30PM

Committee	Role	Name	Present (🗸)	Apology (X)
Office Bearers	Chair	Zac Geddes	1	
	Deputy Chair	-		
	Assistant Chair	Cam Cerda	1	
		Aodren Knight	1	
	Strategic Plan	Jess Hay	1	
	Secretary	Jessica Kaplan		×
	Membership Development	Nicola Dangerfield	•	
	Training	-		
	BPSA	Breanne Simmons	1	
	NRC Delegate	Izaak Kitching	1	
	Resources	Callan Brouwer	1	
	Marketing & Communications	Sienna Brown	•	
	Visual Communications	Maddy McArthur		×
	Т	Alex Costin	1	
	Finance	Kieren Martin	1	
	SC Rover Support	Stephen Carter	1	
	ASC Rover Support	Sarah Austin	1	
		Lachlan McDonald	1	
	Honorary Treasurer	Jody Freeman		
Bays	Chair	Anthony Lamb		×
	Assistant Chair	Lizzie Honeybone	1	



Victorian Rover Council

Minutes 509th VRC Meeting – Wednesday 27th March 2024

Committee	Role	Name	Present (🗸)	Apology (X)
	VRC Rep	Molly Hastings	1	
	Observer	Charlie O'Neill	1	
	Region RC	Drew Lazenby		
Gippsland	Chair	Zoe Cooper	1	
	Deputy Chair	Carlin Graham	1	
	Secretary	Meg McGregor		
	VRC Rep	Thomas Sibley		
Lerderderg	Chair	Katie Condon		x
	Deputy Chair	Tess Williamson	1	
	Region RC	Scotty Harrison		
Melbourne	Chair	Harrison Feldman	1	
	Deputy Chair	Thomas Whitehead		x
	VRC Rep	Aodren Knight	1	
	Region RC	Greg Davies	1	
Mt Dandenong	Chair	Ben Ceravolo	1	
	Treasurer	Gillian O'Connor		
	Region RC	Maria Armstrong		x
Murray Midlands	Chair	Ben Okely		×
	Secretary	Maxine Campbell	1	
	VRC Rep	Matthew Woods	1	
	VRC Rep	Georgie Martin		x
	Region RC	Mark "Barney" Thornton	1	
Plenty Valley	Chair	Nicola Dangerfield	1	
	VRC Rep	Cam Cerda	1	
	Treasurer	Christian Miller Grinzi	1	
	Region RC	Jeff McIlvain		
South West	Chair	Matthew Pannan	1	



Victorian Rover Council

Minutes 509th VRC Meeting – Wednesday 27th March 2024

Committee	Role	Name	Present (Apology (X)
	Deputy Chair	David Pattinson	1	
	Secretary	Ethan Gray	1	
	Region RC	Craig Miller (Asst.)		
Mafeking	Chair	Caitlin Durant	1	
	PL - Operations	Douglas Ahearn		
Surfmoot	Chair	Kira Miles	1	
Mudbash	Chair	Sienna Brown	1	
RSM	Chair	Lachie Setter	1	
	Treasurer	Mitch Hanger	1	
	Secretary	Alana Kynoch	1	
Bogong	Chair	Catherine Kopec		
W.F. Waters	Caretaker	Paul Taylor		
MARB	Chair	Michael Watts	1	
	Treasurer	Eleyne Ferguson	1	
Rover Dinner	Chair	Bays	1	
Guests	MPAC	Peter Wotherspoon	4	





Metropolitan Area Rover Ball

Viva Las Vegas Saturday 7th September, 2024



Introduction

The Metropolitan Area Rover Ball (MARB) is just one of Victorian Rovers major annual events. Although much smaller than Surfmoot and Mudbash, it tends to attract around 150 to 200 people sometimes including interstate or even international Rovers. Each year has a different theme decided upon by the committee to try and challenge Rover units to come together and be creative to dress up following the theme. In an attempt to make it fair to as much of the state as possible the location of the event also changes from year to year.

This year will be no different with our new and exciting theme of Viva Las Vegas being announced at Surfmoot last month.

We (the committee) are looking forward to running a great event and hope to see plenty of Rovers attend. We have already booked a venue with lots of plans to make it an exciting and fun night for all.

Budget Breakdown

Income:

Ticketing

- Due to the low attendance for last year's MARB and being able to ensure we have the money to spend where we need it we have had to increase presale ticket prices to \$75 this is to ensure that we can provide the best experience at the lowest expected number of participants and allow us for extra income to be spent back into the event if we exceed our expected participant number.
- While taking into consideration the attendance for the last few MARBs as well as external factors such as 2 MARBs in one year, the theme and covid, we feel confident in participant numbers being more of a return to pre covid numbers yet still trying to remain conservative so we have budgeted for 150 participants.

Bar

- The budget for the bar is not contributing to any profit the event makes. This will ensure bar prices are affordable for all Rovers and offers the lowest possible prices on drinks during the night.

- There is \$12pp income listed, but that zeroes out with \$12pp expenditure listed further down.
- The float allocated for the bar is also set as an income that zeroes out with expenses.

Expenditure

Venue

- The price of the venue for this year has been quoted to us as \$1,800 which includes the cost to use the commercial kitchen attached to the venue.
- As a part of hiring out the venue they have supplied us with their own security details with the cost being quoted to us at 3 people at \$353 each over the course of the event equaling \$1,059 as a total expense.

Entertainment

 After a review of the actual costs for last year's night, including the type of entertainment, equipment and transport to and from the event our head of entertainment has been able to do some research and been able to get us a conservative quote for all the aspects of the entertainment budget and as a result we have been able to reduce it down to \$2,450 for the night, which is similar to the actual from last year's event.

Bar

- As mentioned earlier, drink prices have remained at \$12pp following the same costs allocated to the 2023 event budget. As with last year we will be purchasing all drinks from retail instead of the previous event.
- Liquor licenses vary in price and have been set for the highest price bracket.

Catering

- After reading through the feedback from last year's event several people have expressed interest in having a sit down dinner and that the food served at last year's event wasn't substantial given it's a night with drinking involved so we are planning for a sit down dinner being served buffet style as a result we have had to increase the price per person to \$25 a 25% increase from the 2023 budget and a 91% increase from the 2023 actuals this is to ensure we get a quality catering company that covers dietaries for those that require them in order to ensure a well organised dinner that everyone can enjoy.
- Committee catering has been included at \$25 per person as well. This way the income from committee tickets zeroes out and we know where the money is spent along with making sure it does not contribute to making the event break even.

Promotions

 The committee scarves are a new thing the committee is doing to incentivise people to join the committee and as a result are being paid for by the ticket holders. With the budget accounting for 150 participants and 5 new scarves needing to be ordered this year equates to about \$0.67 for each ticket sold going towards the purchase of these scarves.

Closing Statement

The 2024 MARB committee has been very responsive to the feedback from last year's event and is working hard to implement as many changes as are feasible to make sure this event is unmissable for every rover in the state. We are taking actions to lower costs to regain interest and participation in the event as well as make every dollar of the ticket price count.

If you would like a member of our team to speak to this budget at your Region meeting, please don't hesitate to contact the team at <u>marb@vicrovers.com.au</u>

Please send all feedback to <u>treasurer@marb.com.au</u> by the 27th February; this will provide us with enough time to make any necessary adjustments before this budget comes up for voting at the February VRC meeting.

Scaled Summary

As seen in the attached scaled summary report, our breakeven point for this event is 137 participants, which taking into consideration past years' event numbers we feel it is an achievable target. As our attendance increases, our profit margin also increases. The intention for this is to be reinvested back into the event, to make it bigger and better for all participants. The key areas of focus for reinvestment will be entertainment, decorations/activities, and catering line items; as these are the main areas of value seen by our participants.

MARB Budget for 2024	Buc	iget 2024		Varience	Ac	tuals 2023		E	Budget 2023		Ac	tuals 2022		Bi	udget 2022		Act	uals 2021	Scaled Summarv Budget for 2023									
Income Tickets	Ś	Otv	Total	%	Ś	Otv	Total	Ś	Otv	Total	Ś	Otv Te	otal	Ś	Otv	Total	\$	Qty Total	Income	S	Otv	Total	Otv	Total	Otv	Total	Otv	Total
Presold Late	\$ 80.00	0 \$	1.250.00	76% 0%	\$ 65.00 \$ 70.00	41 23	\$ 2.665.00 \$ 1,610.00	\$ 65.00 \$ 70.00	150 S 0 S	9.750.00	\$ 70.00 \$ 75.00	54 \$ 4.	310.00 S	70.00 75.00	200 9	\$ 14.000.00 \$ -	\$ 65.00 \$ 70.00	173 \$11,245.00 0 \$ -	Presold Late	\$ 75.00 \$ 80.00	137	\$ 10.275.00 \$ -	150 0	\$ 11.250.00 \$ -	200	\$ 15.000.00 \$	250 0	\$ 18.750.00 \$ -
Door Committee Tickets	\$ 85.00 \$ 25.00		225.00	0% 33%	\$ 75.00 \$ 15.00		\$ 300.00 \$ 150.00	\$ 75.00 \$ 15.00	0 Ś 10 Ś	- 150.00	\$ 80.00 \$ 20.00		240.00 9	20.00	10 9	<u>\$</u>	\$ 70.00 \$ 20.00		Gate Committee Tickets	\$ 85.00 \$ 25.00	0	<u>\$</u>	0	<u>\$</u>	9	<u>\$</u> - \$225.00	9	<u>\$</u>
Service RA Tickets	\$ 25.00 \$ 40.00	0\$		0% 0%	\$ 15.00 \$ 30.00	5	\$ 75.00 \$ 90.00	\$ 15.00 \$ 30.00	0 \$	-	\$ 20.00 \$ 35.00		180.00	20.00	0 5	<u>s</u> -	\$ 20.00 \$ 32.50	3 \$ 60.00 5 \$ 162.50	Service Bar	\$ 25.00	137	\$ - \$ 1.944.00	159	\$ - \$ 2.100.00	209	\$ - \$ 2.700.00	259	<u>\$</u>
Special Tickets	\$ -	0 \$	-	0%	<u>s</u> -	0	<u>\$ -</u>	<u>\$</u> -	0 \$		<u>\$</u> -	0 <u>\$</u>	- 4	-	0	<u>s</u> -	\$ -	7 \$ -	Committee payments		15/	\$ 630.00	1.35	\$ 630.00	205	\$ 630.00	205	\$ 630.00
Discount Ticket	5 -		-	0%	5 -	0	5 -	5 -	0 5	-	5 -	0 5	- 5	· ·	0 5	5 -			Venue VRC Advance			\$ 1.000.00 \$ -		\$ 1.000.00 \$ -	,	\$ 1.000.00 \$ -		\$ 1.000.00 \$ -
Total Bar	Ś	159 \$1 Otv	Total		Ś	86 Otv	\$ 4,890.00 Total	Ś	160 \$ Oty	Total	S	108 \$ 6 Oty T	,960.00 otal	Ś	210 : Otv	\$ 14,200.00 Total	\$	197 \$11,647.50 Qty Total	Total Income Expenses		Total Otv	\$ 14.074.00 Total	Total Otv	\$ 15.205.00 Total	Total Otv	\$ 19.555.00 Total	Oty 1	\$ 23.905.00 Total
Float Drinks	\$ 300.00 \$ 12.00	1 \$ 150 \$	300.00 1,800.00	100%	\$ - \$ 1,278.00	0	\$ - \$ 1,278.00	\$ 300.00 \$ 12.00	1 \$ 150 \$	300.00 1,800.00	\$ - \$ 2,952.22	0 Ś	. 952.22	300.00 12.00	1 9	\$ 300.00 \$ 2,400.00	\$ - \$2,688.16	1 \$ - 1 \$ 2,688.16	Venue Entertainment			\$ 3.859.00 \$ 2.450.00		\$ 3.859.00)	\$ 3.859.00 \$ 2,450.00 \$ 2,770.00		\$ 3.859.00 \$ 2,450.00 \$ 3,370.00
Drink Refunds	ş -	0 \$	-	0%	\$ 180.75	1	\$ 180.75	\$ -	0 \$	-	\$ 411.39	1 \$	411.39	-	0 9	<u>\$</u> -	\$ -	0\$-	Bar Catering			\$ 2,450.00 \$ 2,014.00 \$ 3,787.00		\$ 2,450.00 \$ 2,170.00 \$ 4,500.00		\$ 2,770.00 \$ 5.925.00		\$ 3,370.00 \$ 7.350.00
Others Total	2	<u>s</u> :	2.100.00	0%	5 -	0	\$ 1.458.75		Ś	2.100.00	2 -	\$ 3	.363.61			\$ 2.700.00		\$ 2,688.16	MARB Surplus Return									
Committee payments Committee Merchandise		<u>Qty</u> 9 \$	Total 630.00	% -70%	\$ \$ 1,072.00	Qty 1	\$ 1,072.00	\$ 70.00	0ty 10 \$	Total 700.00	\$ 660.36		otal 660.36	\$ \$ 45.00	Qty 10 \$	Total \$ 450.00	\$ 49.64	19 \$ 943.16	Promotions Operations			\$ 1,325.95 \$ 364.00		\$ 1,382.50 \$ 465.00		\$ 1,600.00 \$ 590.00		\$ 1,817.50 \$ 715.00
Committee T-Shirts Total			630.00				\$ 1.072.00		Ś	700.00		Ś	660.36		-	\$ 450.00	\$ 24.29	9 \$ 218.61 \$ 1,161.77	Square Total Expense			\$ 226.05 \$ 14.026.00		\$ 247.50 \$ 15.074.00		\$ 330.00 \$ 17.524.00		\$ 412.50 \$ 19.974.00
Venue Bond return	\$ \$ 1,000.00	Qty	Total	004	\$ \$ 1,000.00	Qty	Total \$ 1,000,00	\$ \$ 1500.00	Qty	Total	\$ \$ 1.500.00	Qty T	otal	\$ 5.1.500.00	Qty	Total \$ 1.500.00	\$ \$1,194.15	Oty Total	Not Result			\$ 48.00		\$ 131.00		\$ 2,031.00		\$ 3,931.00
Total			1.000.00	0.0	÷ 1,000.00		\$ 1.000.00			1.500.00		\$ 1.	500.00	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		\$ 1.500.00		\$ 1,194.15										
Others GST Refund	<u>s</u> s -	0 Ś	Total -	0%	\$ 583.47	0tv 1	Total \$ 583.47	<u>s</u> s -	0tv 0 \$	Total -	\$ 471.25		otal 471.25	<u>s</u>	0tv 0 5	<u>Total</u> S -	\$1,354.06	0tv Total 1 \$ 1,354.06										
MARB 2023 Drinks purchases MARB glasses	ş - Ş -	υ <u>\$</u> 0 \$		0%	ş - ş -	0	s - \$ -	<u>s</u> - \$ -	0 \$ 0 \$		\$ - \$ 15.00	0 Ś	- 5		0 9	<u>s -</u> \$ -		0 \$ -	-									
Drinks, etc taken by committee	<u>s</u> -	0 \$	-	0%	<u>\$ 12.00</u>	1	\$ 12.00	<u>s</u> -	0 \$	-	Ś -	0 Ś			0 4	¢	c	0 \$	-									
Woolies refund MARB Surplus	\$ -	0 \$		0%	\$ 1,341.80	1	\$ 1,341.80	\$ 4,000.00	1 \$	4,000.00	\$ 72.60 \$ -		72.60 S	- -	0	ş -	\$ -	0 \$ - 0 \$ - \$ 1,354.06		г								
Total Total Income		\$ \$1	- 5.205.00				\$ 1,937.27 \$ 10,358.02		ş	4,000.00 18.200.00	_	5 \$ 13	813.85			s - \$ 18.850.00		\$ 1,354.06 \$ 19,128.81		L								
Expenses Venue	S	Qty	Total	%	Ś	Otv	Total	Ś	Oty	Total	S	Oty T	otal	Ś	Otv	Total	Ś	Qty Total										
Venue Hire Commercial Kitchen	\$ 1,300.00	1 \$ 1 \$	1,300.00	76% 94%	\$ 311.90 \$ 29.90	1	\$ 311.90 \$ 29.90	\$ 2,500.00		2,500.00	\$ 2,552.00			2,552.00	1 5	\$ 2,552.00	\$1,164.00	1 \$ 1,164.00	-									
Venue Bond	\$ 1.000.00		1.000.00	0%	\$ 1.000.00 \$ 794.42	1	\$ 1.000.00 \$ 794.42	\$ 1.500.00	1 \$	1.500.00	\$ 1.500.00	1 <u>S</u> 1.	500.00	1.500.00	1 9	\$ 1.500.00	\$1,194.15 \$ 306.13	1 \$ 1,194.15 3 \$ 918.39	1									
Security Total	\$ 353.00	3 \$ 3	1,059.00 3,859.00	25%	\$ 794.42	1	\$ 794.42 \$ 2,136.22	\$ 343.00	3 5	1,029.00 5,029.00	<u>Ş</u> -	0 5 \$ 4,	.052.00	\$ 343.00	3	\$ 1,029.00 \$ 5,081.00		\$ 3,276.54										
Bar Drinks	\$ \$ 12.00	Qty 150 \$ 1	Total 1 800 00	% 56%	\$ \$ 791.38	Otv 1	Total \$ 791.38	\$ \$ 12.00	Otv 150 \$	Total 1.800.00	\$ \$ 992.75		otal 992.75	\$ 5 12.00	Otv 200 9	Total \$ 2.400.00		Qty Total 1 \$ 2,717.35										
Bar Float Liguor Licence	\$ 300.00 \$ 70.00	1 \$	300.00	100%	\$ - \$ 66.00	0	\$ - \$ 66.00	\$ 300.00 \$ 70.00	1 \$	300.00 70.00	\$ - \$ 63.90	0 S	- 63.90	300.00 70.00	1 9	\$ 300.00 \$ 70.00	\$ - \$ 62.80	1 5 -	-									
Bar Materials	\$ 70.00 \$ -	0 5	-	0%	\$ 14.10	1	\$ 14.10	<u>\$ 70.00</u>	0 \$	-	\$ 15.96	1 Ś	15.96	20.00	1 4	\$ 20.00	\$ -	0 \$ -										
Drinks from MARB 2022 Total	<u>s</u> -	\$	2,170.00	0%	<u>s</u> -	0	5 - \$ 871.48	<u>s</u> -	0 S	2,170.00	\$ 1.083.17		.083.17 S	<u>.</u>	0 9	\$ 2,790.00		\$ 2,780.15										
Entertainment Audio		Qty 1 \$	Total 1.100.00	% -10%	\$ \$ 1.210.00	Qty 1	Total \$ 1.210.00	\$ \$ 1.100.00	Qty 1 \$	Total 1 100 00	\$ \$ 1.430.00	Qty T	otal .430.00	\$ 5 1.100.00	Qty 1	Total \$ 1.100.00	\$ \$2,194.50											
Venue Engineer per hour Operator	<u>s</u> .	0 \$	-	0%	\$ 57.00 \$ 200.00	1	\$ 57.00 \$ 200.00	<u>\$</u> -	0 \$	-	<u>s</u> -	0 \$	- 4	-	0 9	<u>s</u> -	\$ - \$.	0 \$ -	-									
PA Hire	\$ -	0 \$	-	0%	\$ 275.00	1	\$ 275.00	\$ -	0 \$	-	\$ -	0 \$		-	0 5	<u>s</u>	š -	0 \$ - 1 \$ 1,595.00										
Lighting Talent	\$ 200.00 \$ 750.00	1 Ś	200.00 750.00	100%	\$ 750.00	1	\$ - \$ 750.00	\$ 700.00 \$ 600.00	1 \$	700.00	\$ 550.00 \$ 1.650.00	1 5 1	550.00 \$.650.00 \$	\$ 1,100.00 \$ 1.500.00	1 5	\$ 1,100.00 \$ 1.500.00	\$1,595.00 \$1,800.00	1 \$ 1,800.00										
Trucks/Misc Photobooth	\$ 200.00 \$ 200.00	1 Ś	200.00	51% 0%	\$ 97.07 \$ 200.00	1	\$ 97.07 \$ 200.00	\$ 500.00 \$ 560.00	1 \$ 1 \$	500.00	\$ - \$ 550.00	0 Ś	- 4	1.000.00	1 9	<u>\$ 1.000.00</u>	\$ 880.00	1 \$ 880.00 0 \$ -	_									
Total Catering			2,450.00 Total	96		01	\$ 2,789.07 Total	~	\$ Otv	3,460.00 Total	~		,180.00	~	01	\$ 4,700.00 Total	e e	\$ 6,469.50 Oty Total										
Catering	\$ 28.00	150 \$ 4		92% 0%	\$ 334.64	1	\$ 334.64	\$ 20.00		3.000.00	\$ 710.93	1 S	710.93	15.00	200 \$	\$ 3.000.00	\$2,599.30	1 \$ 2,599.30										
Service food Extra for dietary	\$ 0.50	0 Ş 150 Ş	75.00	28%	\$ - \$ 53.70	0	\$ - \$ 53.70	\$ 100.00 \$ -	1 <u>\$</u> 0 \$	-	\$ 119.76 \$ -	1 <u>5</u> 0 \$	119.76		0 9	<u>5 -</u> \$ -	\$ 274.46 \$ 12.90	1 \$ 274.46 1 \$ 12.90	_									
Committee Catering Total	\$ 25.00	9 Ś	225.00 4.500.00	38%	\$ 139.99	1	\$ 139.99 \$ 528.33	\$ 15.00	10 Ś	150.00 3.250.00	\$ -	0 S	- <	\$ 20.00	10	\$ 200.00 \$ 3.200.00	\$ -	0 \$ - \$ 2,886.66										
Promotions General	\$ \$ 0.50	Oty	Total	% 100%	\$	Qty	Total	\$ 0.50	Qty 150 \$	Total 75.00	\$	Qty T	otal	\$ 0.50	Qty 200 9	Total \$ 100.00	\$ \$ 942.50	Qty Total 1 \$ 942.50										
Event Gift	\$ 3.85	150 Ś		-7%	\$ 3.85	160	\$ 616.00	\$ 3.50	150 \$ 150 \$		\$ 801.00	1 <u>S</u>	801.00	4.00		\$ 100.00 \$ 1.000.00	\$ 174.80	1 \$ 942.50 1 \$ 174.80	1									
Set up fee GST on Event gift	s - \$ -	0 \$ 0 \$	-	0%	\$ 35.00 \$ 65.10	1	\$ 35.00 \$ 65.10	5 -	0 \$	-	<u>s</u> -	0 \$		s - 5 -	0 9	<u>s</u> . \$.	s - S -	1 \$ -										
MARB glasses Glasses each	\$ - \$ -	0 \$ 0 \$		0%	\$ - \$ -	0	<u>s -</u> s -	s - \$ -	0 \$		\$ 265.32 \$ -	1 \$	265.32		0 9	<u>s -</u> s -	s - \$ -	0 \$ -	-									
Glasses Set up Glasses Delivery	ŝ -	0 \$	-	0%	<u>s</u> -	0	<u>s</u> -	5 - 5 -	0 \$	-	<u>s</u> -	0 \$		82.50 100.00	1 9	\$ 82.50 \$ 100.00	\$ - \$ -	0 \$ -										
Committee Jumpers	\$ 70.00		630.00	-45%	\$ 70.40	13	\$ 915.20	\$ 70.00	10 \$	700.00	\$ 660.36	1 \$	660.36	45.00	10	\$ 100.00 \$ 450.00	š .	<u>0</u> <u>\$</u> -	1									
Committee Jumpers Second Committee Scarves	\$ - \$ 20.00	0 Ś 5 Ś	100.00	-133%	\$ 66.00 \$ 233.40	1	\$ 66.00 \$ 233.40	5 -	0 \$	-	<u>s</u> - <u>s</u> -	0 <u>\$</u>		- -	0 9	<u>s</u> -	\$ 49.64 \$ ·	0 5 -	-									
Committee T-shirts Total	Ś -	0 Ś	-	0%	\$ -	0	\$ - \$ 1,930.70	ş -	0 \$	1,300.00	\$ -	0 \$. <	\$ -	0 9	s - \$ 1,732.50	\$ 24.29	10 \$ 242.90 \$ 2,353.00	-									
Operational First aid	\$ \$ 0.50	Qty	Total	100%	\$	Qty	Total	\$	Qty	Total 75.00	\$	Qty T	otal	\$ 5 0.50	Qty	Total \$ 100.00	\$	Qty Total										
Decorations	\$ 2.00	150 Ś	300.00	100%	s -	0	s -	\$ 0.50 \$ 2.50	150 Ś 150 Ś	375.00	S 44.00	1 S	44.00	1.50	200 9	\$ 300.00	\$ 32.00	1 \$ 32.00	1									
Admin Audit Fees	\$ 60.00 \$ 30.00	1 \$ 1 \$	60.00 30.00	85% 100%	\$ 9.00 \$ -	1	\$ <u>9.00</u> \$-	\$ 80.00 \$ 30.00	1 \$ 1 \$	80.00 30.00	\$ 60.54 \$ -	1 \$ 0 \$	60.54 \$	\$ 100.00 \$ 30.00	1 9	\$ 100.00 \$ 30.00	\$ 101.06 \$ 30.00	1 \$ 101.06 1 \$ 30.00										
COVID safe measures Total	s -	0 \$	465.00	0%	s -	0	ś Ś. 9.00	s -	0 Ś	- 560.00	s -	0 S	104.54	0.50	200	\$ 100.00 \$ 630.00	ş -	200 \$ - \$ 163.06										
Square	\$ \$ 1.65	Ohu	Total	1000/	\$	Qty	Total	\$	Qty	Total	\$	Qty T	otal	\$	Qty	Total	\$ \$4.01	Oty Total										
Square Payment Service Total	~ 1.0D	Ś	247.50 247.50	100%	\$ ·	0	> - \$ -	\$ ·	U Ş \$		ş .	U 5	- 5	· ·	U \$	s -	\$ 54.81	1 \$ 54.81 \$ 54.81										
Others Refunds	<u> </u>	Otv 0 Ś	Total -	0%	\$ \$-	Otv	Total 5 -	\$ -	0tv 0 \$	Total -	\$ - \$ -	0 \$	otal	<u>s</u>	Otv 9	Total \$-	\$ \$ 65.00	Otv Total 5 \$ 325.00	-									
Return to surplus Lost transaction fees from refun	<u> </u>	0 \$	-	0%	\$ 1,341.80	1	\$ 1,341.80 \$ 1.46	\$ 1,500.00	1 \$	1,500.00	\$ - ¢	0 \$	- 3	-	0	\$-	\$ - \$	0 \$ -	-									
Total VRC Advance		Ś	-	0%	\$ 1.46		\$ 1.343.26 Total		s s	1.500.00 Total		Ś		, .		s -		\$ 325.00										
VRC Advance VRC Advance	s -	0 S	rotal -	0%	s .	Qty 0	Total S -	\$ -	0 \$	Total -	s -	0 <u>\$</u>	otal - <	\$.	0	Total	\$ \$ 263.72	Qty Total 1 \$ 263.72 \$ 263.72										
Total Total Expenses		\$ \$ 11	- 5.074.00				\$ 9.608.06		\$ \$	- 17.269.00		\$ \$ 13	- .049.69			s - \$ 18.133.50		\$ 18,572,44	4									
Total Income Total Expense		\$1 \$1	5,205.00 5,074.00				\$ 10,358.02 \$ 9,608.06			18,200.00 17,269.00		\$ 13 \$ 13	,297.82 ,049.69			\$ 18,850.00 \$ 18,133.50		\$19,128.81 \$18,572.44										
Final Net Result			131.00				\$ 749.96			931.00			248.13			\$ 716.50		\$ 556.37										
n mor det desott		~					J 743.30		5	5551.00						9 / 10.50		\$ 000.37	-									

Bays Rover Region

October 2024, Bunjil Place, Narre Warren

Rover Dinner 2024

Introduction

Rover Dinner is a prestigious event to celebrate the achievements and successes of Rovers Victoria and to recognise Rover Scouts who have served the section with pride. At Rover Dinner we recognise this years recipients of Rovering awards, in particular the W.F. Waters Rover Service Award. The night also acts as the Annual General Meeting for the Victorian Rover Council.

Budget Breakdown

Income:

Tickets

Presold

- Tickets for this year's rover dinner will be \$70
- Whilst this is a **\$30** increase from the 2023 event, it is only a **\$15** increase from the 2022 event and a **\$5** increase from the 2021 event.
- This increase is caused by our catering at **\$59.38** per head which includes a three course seated dinner with entree platters and alternating meals for the main course, followed by the presentation of a celebration cake alongside tea and coffee to conclude the event. The venue has also ensured us that dietary requirements will be adequately catered for.
- Alongside the increased catering costs, the venue hire has increased to
 \$500 for the evening to hire Bunjil Place in Narre Warren.
- We haven't budgeted for service tickets as our team is confident in the quality of the event that they're happy to pay the same prices as attendees.

Expenditure:

Venue

Venue Hire/Deposit

The venue expenditure is \$1500. The venue hire itself is \$500 and a \$1000 deposit is required to confirm the space and then this amount will be subtracted from the final invoice for the event.

The 4 Hour Venue Hire includes

- Set up and pack down including white or black linen

- Printed menu cards
- Venue Centre Piece
- 1 Mic and Lectern
- 1 Projector Screen
- Digital directional screen at the entrance

Whilst the venue hire has increased from the year prior, it does provide us with the majority of the organization of the night to be finalized by the team at Bunjil Place, including set up, pack up, decorations, AV equipment and tables. We believe that this will mean the team can focus on putting additional time and energy into ensuring the presentation evening itself runs smoothly and that the award recipients enjoy their evening celebrating their service and achievements within the Rovering community.

Bunjil Place is a creative community hub in Narre Warren which houses an outdoor community plaza, theater, multipurpose studio, function center, library, gallery and City of Casey Customer Service Centre. It is a 4 minute drive, a 10 minute bus ride or a 20 minute walk from Narre Warren Station on the Pakenham train line. There is also an abundance of parking and disability access within the venue.

Table Decorations

We have allocated \$7.50 per table for table decorations which will hopefully cover lollies for the tables and potentially some smaller decorations. Centerpiece decorations will be included in the venue hire price and be provided by Bunjil Place.

Catering

As mentioned previously we are aiming for Bunjil Place to provide catering through their venue for \$56.38 per person with a minimum of 100 people. This price includes a 2 course sit down meal with entree platters and then 2 main courses, served alternating. Whilst we understand that the buffet style is usually cheaper, we believe that providing a sit down menu for the event will make the event more time efficient, as nobody is having to line up and spend time choosing their meals, as well as potentially highlight the professionalism and formality of the award evening.

There is an additional \$3 per person to be utilized for a celebration cake at the end of the evening to be accompanied with tea and coffee. The venue has confirmed that they will cut and serve this at no additional cost.

Admin

There is a \$0 printing fee as printed menus are included in the cost of the venue hire.

We have also allocated an additional \$50 for miscellaneous items.

Scaled Summary

Our scaled summary includes values for if the attendance is at 100, 125, 150 and 175 attendees. The venue is able to have up to 200 people with the layout we've selected. As

seen in the budget, an increase in attendees at the event would produce an increase in income.

Conclusion

Whilst we understand that we are proposing quite an increase in ticket prices, we believe that this will be reflected on the event itself. We commend the teams who have organized and ran these events in the past, making it an incredibly accessible event for all Rovers. Whilst we encourage young and new rovers to attend events such as Rover Dinner and hence would love to be able to make it affordable and accessible to them, we do believe that by returning the event to a more formal and prestigious setting we will be rewarding the awardees for their continued service and dedication.

If you have any concerns or enquiries with this budget please contact our Rover Dinner Committee on either <u>mollyhastingsscouts@gmail.com</u> or <u>bays.chair@vicrovers.com.au</u>

It would be preferred that all feedback is provided by the 17th of March to allow adequate time for the team to adjust and respond to concerns before being voted on at the next VRC Meeting.

Rover Dinner 2024				-							Scaled Summary	/							
		2024 Bud	aet	Varience		2023 Actua	als		2022 Actua	als	Budget for 2024								
Income			2								5								
Tickets	\$	Qty	Total		\$	Qty	Total	\$	Qty	Total	Income	\$ Qty	Total						
Presold	\$ 70.00	100	\$ 7,000.00	44%	\$ 40.00	98	\$ 3,920.00	\$ 55.00	138	\$ 7,590.00	Presold	\$ 70.00	100 \$ 7,000.00	\$ 70.00	125 \$ 8,750.00	\$ 70.00	150 \$10,500.00	\$ 70.00	175 \$ 12,250.00
Free Ticket	\$-	0	\$-	0%	\$ -	0	\$ -	\$ -	0	\$-									
Service	\$ -	0	\$-	0%	\$ 30.00	13	\$ 390.00	\$ 40.00	7	\$ 280.00									
Deposit	\$ 1,000.00	1	\$ 1,000.00	99%	\$ 14.30	1	\$ 14.30	\$-	0	\$-									
Total			\$ 8,000.00			112	\$ 4,324.30		145	\$ 7,870.00	Total Tickets Sales		100 \$ 7,000.00		125 \$ 8,750.00		150 \$10,500.00		175 \$ 12,250.00
Total Income			\$ 8,000.00				\$ 4,324.30			\$ 7,870.00	Expenses	\$ Qty	Total						
Expenses											Venue	\$ 597.50	1 \$ 597.50	\$ 620.00	1 \$ 620.00	\$ 642.50	1 \$ 642.50	\$ 665.00	1 \$ 665.00
Venue	\$	Qty	Total		\$	Qty	Total	\$	Qty	Total	Catering	\$ 59.38	100 \$ 5,938.00	\$ 59.38	125 \$ 7,422.50	\$ 59.38	150 \$ 8,907.00	\$ 59.38	175 \$10,391.50
Venue Hire	\$ 500.00	1	\$ 500.00	26%	\$ 371.00	1	\$ 371.00	\$ 740.00	1	\$ 740.00	Admin	\$ 50.00	1 \$ 50.00	\$ 50.00	1 \$ 50.00	\$ 50.00	1 \$ 50.00	\$ 50.00	1 \$ 50.00
Deposit	\$ 1,000.00	1	\$ 1,000.00	100%	\$-	0	\$ -	\$ 210.00	1	\$ 210.00	Total Expense	Tota	al \$ 6,585.50	Tota	\$ 8,092.50	Tota	al \$ 9,599.50	Total	\$ 11,106.50
Table Cloths	\$-	0	\$-	0%	\$ 50.00	0	\$ -	\$ 50.00	1	\$ 50.00	Final Net Result		\$414.50		\$657.50)	\$900.50		\$1,143.50
Tables	\$-	0	\$ -	0%	\$-	0	\$-	\$-	0	\$-									
Table Decorations	\$ 7.50	13	\$ 97.50	100%	\$-	0	\$ -	\$ 4.66	17	\$ 79.22									
Total			\$ 1,597.50				\$ 371.00		1	\$ 1,079.22									
Catering	\$	Qty	Total		\$	Qty	Total	\$	Qty	Total									
Internal Catering	\$ 3.00	100	\$ 300.00	29%	\$ 214.29	1	\$ 214.29	\$ -	0	\$ -									
External Catering	\$ 56.38	100	\$ 5,638.00	44%	\$ 3,168.23	1	\$ 3,168.23	\$ 40.00	145	\$ 5,800.00									
Total			\$ 5,938.00				\$ 3,382.52		145	\$ 5,800.00									
Admin	\$	Qty	Total		\$	Qty	Total	\$	Qty	Total									
Printing	\$ -	0	\$-	0%	\$ -	1	\$ -	\$ 0.55	40	\$ 22.00									
Approx. Carbon Offset	\$ -	0	\$-	0%	\$ 0.71	98	\$ 69.54	\$ -	0	\$ -									
Approx. Food Waste Offset	\$ -	0	\$-	0%	\$ 3.42	98	\$ 335.62	\$ -	0	\$ -									
Liquor Licence Reimbursement	\$ -	0	\$-	0%	\$ -	0	\$ -	\$ -	0	\$ -									
Misc (Q-Store table items)	\$ 50.00	1	\$ 50.00		\$ 72.50	1	\$ 72.50	\$ 50.00	0	\$ -									
Total			\$ 50.00				\$ 477.66		40	\$ 22.00									
Total Expenses			\$ 7,585.50				\$ 4,231.18			\$ 6,901.22									
Total Income			\$ 8,000.00				\$ 4,324.30			\$ 7,870.00									
Total Expense			\$ 7,585.50				\$ 4,231.18			\$ 6,901.22									
Varience																			
Final Net Result			\$ 414.50				\$ 93.12			\$ 968.78									

WF Waters Budget – 2024/25

Baw Baw Rover Crew has submitted their budget for the 2024/25 season. Please note that this budget is submitted for the 2024/25 season to align with the ski seasons falling in the June/September periods. It relates to the financial year starting on 1 July 2024 and finishing on 30 June 2025. It is being submitted now so that we can start promoting and accepting bookings by the end of January 2024.

Over the past 12 months WF Waters experienced a surplus of \$41,876.65 due to strong demand to attend the lodge across rovers, scouting and non scouting bookings.

Bookings for the 2023/24 winter season were strong and tracking close to the 2022/23 actuals for this time. Also note that the comparison between actuals and budget is for the financial year just finished (1 July 2022 to 30 June 2023) and the future financial year (1 July 2024 to 30 June 2025).

Items of note over the past 12 months include;

- Income from bookings is expected to go back to trend after two strong winter seasons following the COVID shutdowns
- Expenditure is up for consumables as prices have increased but also because bookings have increased
- Interest is increasing due to money invested in high interest accounts including the Scout Investment Fund
- Depreciation is up due to large expenditure on the lodge during the previous financial year
- Site fees are expected to return to normal after a significant reduction over 2021/22 and 2022/23.

The upcoming budget currently forecasts a profit of \$7,052 for the 2024/25 period. This is based upon the assumption that booking income will reduce by about 20% whilst expenditure is expected to increase by about 6%.

If there are any questions regarding the proposed budget, please email them to <u>chair@bawbawrovers.com</u>.

WF Waters Budget													
		2025 Budget		Varience	202	4 Budget	202	4 Actuals*	2023	3 budget	2023 Actuals		
ncome													
Tickets	\$	Qty	Total	%	Qty	Total	Qty	Total	\$ Qty	Total	Qty	Total	
Winter Weekend - Rover	\$ 130.00	288 \$	37,440.00	10%	\$	23,400.00	\$	43,290.00	\$	25,740.00	\$	34,060.00	
Winter Weekend - Open	\$ 140.00	30 \$	4,200.00	0%	\$	4,200.00	\$	5,040.00	\$	5,040.00	\$	4,200.00	
Winter Weekend - Venturer	\$ 100.00	30 \$	3,000.00	30%	\$	3,000.00	\$	2,100.00	\$	9,000.00	\$	2,300.00	
Midweek - Scouting	\$ 39.00	504 \$	19,656.00	-16%	\$	19,656.00	\$	22,279.00	\$	22,464.00	\$	23,274.00	
Midweek - non Scouting	\$ 44.00	324 \$	14,256.00	-44%	\$	14,256.00	\$	21,910.00	\$	6,336.00	\$	25,444.00	
Weekend - non Scouting/Scouting	\$ 120.00	36 \$	4,320.00	8%	\$	4.320.00	\$	2.000.00	\$	4.320.00	\$	4.000.00	
Alpine bookings				-100%	\$	-	\$	-	\$		\$	10,628.00	
AirBnB		Ś	12,000.00	-42%	\$	12,000.00	\$	4,634.40	Ś	12,000.00	\$	20,643.13	
Summer - non scouting	\$ 20.00	200 \$	4,000.00	0%	Ş	4,000.00	Ş	1,450.00	ŝ	3,000.00	Ş	20,045.15	
Summer - Scouting	\$ 15.00	200 \$	3.000.00	-64%	\$	3.000.00	Ś	1,450.00	Ś	3,000.00	ŝ	8.270.05	
Total	\$ 15.00	\$	101.872.00	-23%	\$	87.832.00	0 \$	102.703.40	0 \$	90,900,00	0 \$	132.819.18	
General Store		2	101,872.00	-2370	\$	Total	0 3 Otv	Total	Ś Otv	Total	0 Ş Otv	Total	
	- <u>-</u>	^		-29%	•								
Net ski hire Income		\$	2,000.00		\$	2,000.00	\$	312.00	\$	2,000.00	\$	2,810.00	
Interest Received		\$	5,000.00	394%	\$	2,500.00	\$	2,495.42	\$	500.00	\$	1,011.80	
Sundry Income					\$	-	\$	780.00	\$	500.00	\$	1,440.00	
Total		\$	7,000.00	33%	\$	4,500.00	0\$	3,587.42	0\$	3,000.00	0\$	5,261.80	
Total Income		\$	108,872.00	-21%	\$	92,332.00	\$	106,290.82	\$	93,900.00	\$	138,080.98	
Expenses													
Administration				%			Qty	Total	\$ Qty	Total	Qty	Total	
Administration		\$	900.00	45%	\$	900.00	\$	285.00	\$	900.00	\$	620.00	
Advertising		\$	300.00	-61%	\$	300.00	\$	1,081.82	\$		\$	768.18	
Subscriptions		ŝ	150.00	-25%	\$	150.00	Ş	1,001.01	Ş	150.00	ş	200.00	
		\$		-23%	\$		\$	1,985.00	\$		\$		
Sundry Expenses			250.00			250.00				250.00		4,513.67	
Total		\$	1,600.00	-281%	\$	1,600.00		3,351.82	0 \$	1,300.00	0\$	6,101.85	
Treasurer				%			Qty	Total	\$ Qty	Total	Qty	Total	
Depreciation		\$	10,500.00	23%	\$	9,100.00	\$	-	\$	8,000.00	\$	8,530.12	
Bank Charges				0%	\$	-	\$	5.00	\$	50.00	\$	-	
Health Act & Food Safety		\$	600.00	17%	\$	500.00	\$	-	\$	300.00	\$	511.50	
Insurance - Building & Contents		\$	18,000.00	14%	\$	18,000.00	\$	-	\$	17,000.00	\$	15,733.12	
fire services levy		\$	600.00	14%	\$	600.00	\$	-	\$	500.00	\$	528.40	
refunds				-100%	\$	-	\$	2,000.00	\$	-	\$	1,672.00	
Appropriations		\$	1,000.00	0%	\$	2,000.00	\$	-	\$	6,000.00	\$	1,000.00	
Total		\$	30,700.00	10%	\$	30,200.00	0\$	2,005.00	0\$	31,850.00	0\$	27,975.14	
Activities				%			Qty	Total	\$ Qty	Total	Oty	Total	
Ski Hire		\$	2,000.00	-16%	\$	2,000.00	\$	255.27	\$	2,000.00	\$	2,391.55	
Total		Ś	2,000.00	-16%	\$	2,000.00	0 \$	255.27	0 \$	2,000.00	0 \$	2,391.55	
Works and Services			2,000.00	%	*	Total	Qty	Total	\$ Qty	Total	Qty	Total	
Repairs & Maintenance - Building	1	\$	3.000.00	-39%	\$	1,000.00	\$	478.92	\$	1,000.00	\$	4.956.86	
Total	_	\$	3,000.00	-39%	\$	1,000.00	0 \$	478.92	0 \$	1.000.00	0 \$	4,956.86	
Power and Comms	_	\$	3,000.00	-39%	\$	1,000.00		478.92 Total	\$ Qty	Total		4,956.80 Total	
			0.500.55				Qty				Qty		
Electricity		\$	6,500.00	15%	\$	6,000.00	\$	709.49	\$	5,000.00	\$	5,643.51	
Fire Wood		\$	1,800.00	20%	\$	1,500.00	\$	-	\$	1,800.00	\$	1,500.00	
Gas		\$	6,500.00	9%	\$	5,000.00	\$	685.66	\$	5,000.00	\$	5,976.54	
telephone		\$	720.00	25%	\$	600.00	\$	168.85	\$	540.00	\$	574.57	
Total		\$	15,520.00	13%	\$	13,100.00		1,564.00	0\$	12,340.00	0\$	13,694.62	
General Store				%			Qty	Total	\$ Qty	Total	Qty	Total	
Non-Perishables & Consumables		\$	2,200.00	10%	\$	2,000.00	\$	-	\$	2,000.00	\$	2,005.57	
Winter Perishables		\$	10,000.00	-8%	\$	7,000.00	\$	8,329.40	\$	6,500.00	\$	10,889.95	
consumables		\$	800.00	0%	\$	500.00	\$	-	\$	300.00	\$	796.41	
Fotal		\$	13,000.00	-5%	\$	9,500.00	0\$	8,329.40	0\$	8,800.00	0\$	13,691.93	
Venue				%			Qty	Total	\$ Qty	Total	Qty	Total	
Site Rental & Community Service Charge		\$	36.000.00	31%	\$	34.000.00	\$	-	\$	25.000.00	\$	27.392.38	
Total	_	÷	50,000.00	51/0	\$	34,000.00	0 \$	-	0 \$	25,000.00		27,392.38	
			101 020 00	<u> </u>	\$		0 \$ \$	15,984,41	0 3 \$				
		\$	101,820.00	6%		91,400.00				82,290.00	\$	96,204.33	
Total Expenses													
Total Income		\$	108,872.00		\$	92,332.00	\$	106,290.82	\$	93,900.00	\$		
Total Income		\$ \$	108,872.00 101,820.00		\$ \$	92,332.00 91,400.00	\$ \$	106,290.82 15,984.41	\$ \$	93,900.00 82,290.00	\$ \$	138,080.98 96,204.33	

	Scaled Summary																
	2025 Budget																
						2025 b	025 budget		2024 budget			2024 actuals*			2023 actuals		
	Income	\$		Qty		Total		Qty	Total		Qty	Total		Qty	Total		
00	Winter Weekend - Rover	\$	130.00	\$ 2	288.00	\$	37,440.00		\$	23,400.00		\$	43,290.00	425	\$	34,060.00	
00	Winter Weekend - Open	\$	140.00	\$	30.00	\$	4,200.00		\$	4,200.00		\$	5,040.00	5	\$	4,200.00	
00	Winter Weekend - Venturer	\$	100.00	\$	30.00	\$	3,000.00		\$	3,000.00		\$	2,100.00	25	\$	2,300.0	
00	Midweek - Scouting	\$	39.00	\$ 5	504.00	\$	19,656.00		\$	19,656.00		\$	22,279.00	20	\$	23,274.00	
00	Midweek - non Scouting	\$	44.00	\$ 3	324.00	\$	14,256.00		\$	14,256.00		\$	21,910.00		\$	25,444.00	
00	Weekend - non Scouting/Sc	οι\$	120.00	\$	36.00	\$	4,320.00		\$	4,320.00		\$	2,000.00		\$	4,000.00	
00	Summer - non scouting	\$	20.00	\$ 2	200.00	\$	4,000.00		\$	4,000.00		\$	1,450.00		\$	-	
13	Summer - Scouting	\$	15.00	\$ 2	200.00	\$	3,000.00		\$	3,000.00		\$	-		\$	8,270.05	
	Other booking income					\$	12,000.00		\$	12,000.00		\$	4,634.40		\$	31,271.13	
05	General Store					\$	7,000.00		\$	4,500.00		\$	3,587.42		\$	5,261.80	
18	Total Tickets Sales			1612		\$	108,872.00	0	\$	92,332.00	0	\$	106,290.82	475	\$	138,080.98	
	Expenses	\$		Qty		Total		Qty	Total		Qty	Total		Qty	Total		
00	Administration					\$	1,600.00		\$	1,600.00		\$	3,351.82		\$	6,101.85	
30	Treasurer					\$	30,700.00		\$	30,200.00		\$	2,005.00		\$	27,975.14	
00	Activities					\$	2,000.00		\$	2,000.00		\$	255.27		\$	2,391.55	
30	Works and servises					\$	3,000.00		\$	1,000.00		\$	478.92		\$	4,956.86	
98	Power and Comms					\$	15,520.00		\$	13,100.00		\$	1,564.00		\$	13,694.62	
	General Store					\$	13,000.00		\$	9,500.00		\$	8,329.40		\$	13,691.93	
	Venue					\$	36,000.00		\$	34,000.00		\$	-		\$	27,392.38	
00				Total		\$	101,820.00	Total	\$	91,400.00	Total	\$	15,984.41	Total	\$	96,204.3	
18							\$7.052.00			\$932.00			\$90.306.41			\$41.876.6	



Item Title		Position description for NRC observer								
	Information									
X	Discussion Decision									
Document Author		Izaak Kitching (NRC delegate)								
Strategic Alignment		To increase accessibility of Rover governance structures, to ensure both the decision-making process and decisions made are understood by Rovers as well as to review and address the structures of Victorian Rovers, to ensure the section remains relevant and up to date.								
Co	nsultation	Zac Geddes (VRC chair), Nicola Dangerfield (2024 NRC conference observer), Alex Costin (2024 NRC conference observer) and Stephen Carter (State Commissioner for Rover support)								
	plementation riod	Tabled in Feb and voted in March, Attend a remote meeting. Elections in May								

KEY POINTS

- Add a position description as NRC observer to the policy book
- 'See attachment A' for the position description.
- It is a 12 month term

BACKGROUND

• At the 2024 NRC conference in Queensland 19th-21st January. Victoria put forward a paper to allow observes to attend all the remote NRC meetings as well as the NRC conference for more transparency between the NRC and branches.

ACTION REQUESTED

It is recommended that the Victorian Rover Council:

• That the role of the NRC observer is added to the policy book.

Lead	Izaak Kitching (NRC delegate) and Zac Geddes (VRC chair)								
Assists	Nicola Dangerfield (2024 NRC conference observer), Alex Costin (2024 NRC conference observer) and Stephen Carter (State Commissioner for Rover support)								
Cost	Nil Cost								
Risks	The two positions not being filled.								

IMPLEMENTATION PLAN –

AGENDA ITEM – <mark>x.x</mark>

Milestones	Is an entry level to joing VRC as well as the NRC.							
Outcomes	Allows there to be more transparency between NRC and branches.							

AMENDMENTS

• NA

Preamble

The following proposal has been pulled together by a working group of the Rover Scout Motorsport Committee in consultation with the Mafeking Rover Park Management Group, Mudbash Committee and is based on the best advice available at the time of submission to the Victorian Rover Council.

Background

Mafeking Rover Park Mafeking Rover Park, known by many in Rovering as 'The Park', is a 320 acre campsite located in the Central Highlands of Victoria. Owned by Scouts Victoria and operated by the Mafeking Rover Park Management Group (MRPMG) on behalf of the Rover Scout Section, the Park provides an exclusive opportunity for Rovers to have ownership over a space that meets Rovering's unique Scouting Program demands. Considered to be the spiritual home of Rovering in Victoria, Mafeking Rover Park provides opportunities for all Rover Scouts to try new things, meet new people, develop important leadership, teamwork, and business management skills through Scouting's Learning by Doing mantra. Mafeking is the home of Rover Scout Motorsport (RSM), hosting the majority of the championship events including RSM's premiere event each year - Mudbash. The site includes a dedicated section of race tracks and is the only Scouts Victoria campsite able to host motorsport events.

The Tracks

MRP currently has around 5000m worth of racetracks and road that needs repairing as well as another 1000m worth of road for Mudbash's biggest event "Hillclimb Track"

The proposed works to be done include

Flatting the tracks Improve and design a track to bring it up to Motorsport Australia Autocross Level to allow for external hirer use Repair and make hillclimb suitable for the current racecar's Fix the drainage running down the hill past the picnic shelter and into lake surfmoot Repair and flatten main arena and fix drainage

Costing

After receiving 3 quotes we have landed at the repairs outlined above costing \$20,220.00 plus \$2,022.00 gst total \$22,242.00

This is a worse case scenario as the contractor is looking into offering Mudbash Sponsorship which would bring the cost of the repairs down.

Proposed Funding Breakdown

Rover Scout Motorsport: \$5000 Mudbash: \$5000 Victorian Rover Council:\$12,242.00

The RSM Committee intends to spend \$5,000 of their funds towards the project, as well as \$5,000 from Mudbash's allocated budget to contribute to this project. RSM and Mudbash are asking VRC to invest \$12,242.00 to this project. RSM and Mudbash would welcome the investment of funds from the Rover Section to Mafeking Rover Park as one of the Section's key assets and the home of motorsport for Scouting. Following two years of disruption with no working Tractor to maintain the tracks an injection of funds is much needed to help restore the Park to a fully operational asset for racing. RSM understands that this is a large investment and would be open to the idea of an interest-free loan of VRC funds, to be paid back over a period of 2 years with Mudbash and RSM repaying \$4000 each next year and \$2,121 the year after. Depending on event profits over the next 2 years we will endeavor to pay the loan amount back sooner.

Country Area Rover Ball

Demigods Gala Saturday 6th July, 2024



Introduction

The Country Area Rover Ball (CARB) is just one of Victorian Rovers major events, unlike regular Victorian Rover events, CARB is organised and run on a rotation throughout the Country area Regions.

Like CARBs older sibling, the Metropolitan Area Rover Ball (MARB) each year has a different theme decided upon by the Regions committee to try and challenge Rover units to come together and be creative to dress up following the theme. To make it fair to as much of the state as possible the location of the event also changes from year to year depending on the host Region. This year will be no different with our chosen theme of Demigods Gala, announced at Surfmoot 2024, adding an air of elegance and sophistication to the world of Rovering.

We, the Gippsland Rovers Events and Engagement Kommittee (GREEK) are looking forward to running a successful event and that Stephens incentive plan means we get over 100 participants (we are all looking forward to meeting his rendition of Medusa!). We have already chosen a venue and have lots of plans to make it an enticing night for all.

Budget Breakdown

Income:

Ticketing

- Due to the past CARB not running as a result of natural disasters, it is hard for us to estimate how many attendees we will have. As the closes event, we have taken into consideration the attendance for the last few MARBs instead, we have budgeted for 67 participants.
- There are no discounted ticket prices at this stage, committee members will be paying full price.
- Gate tickets have been set as \$85 however there will be a cut off date of 2 weeks prior for catering purposes. We will be ordering a handful more places to allow for gate ticket sales however there won't be many.

Merchandise

- We have not factored in Merchandise for income as any merchandise we choose to use would then become pure profit.

Administration

- After discussions with Finance we have been told that GST can be returned to us after being processed.
- We have applied for a grant of approximately \$2000 to pay for the venue, entertainment, and part of the decorations/admin costs. This has been marked as Pending and therefore we have made our breakeven \$2000 rather than \$0.

Expenditure:

Administration

- The ticket fee is based on the 2.2% that Square charges per transaction.
- This year our venue is a licensed venue, so we are not required to pay for a liquor license.

Entertainment

- Our entertainment is booked for 6 hours and has been entered as per hour cost.
- At this point in time we have chosen to not have any prizes or competitions, if this changes the prizes will be purely donations rather than an expense.

General Store

- We are currently looking for cheaper Wristbands however have used the quote we have received for the purposes of this budget. This may be reduced before the event.
- Cattle tags are a tradition for many events, these are not a purchased item but instead a give away for all who attend. We have a quote for \$1.50 each however are trying to find some of a lower cost to help lower our breakeven attendees' requirements.

Catering

- We have decided that this year CARB will have a sit-down meal of Mains and Dessert, this will be alternating meals however do accommodate for any dietaries if given sufficient notice.
- Since this will be at a licensed venue, there are no needs for soft drink or ice/freezer expenses.

Venue

- Since the event is being held at a commercial location rather than a hall, we will be having members of our committee acting as the first aiders on duty and plan on having a registered Dr in attendance. Because of this we will not require assistance from the First Aid team and have put the price at 0. Any expenses that do come up will be taken out of the sundries allocation.

Breakeven point

- As mentioned above, our break even is currently sitting at \$2,018.30 to accommodate the fact that we have a pending \$2000 Grant application.
- Our breakeven point is 67 participants,

Scaled Summary

As seen in the attached scaled summary report, our breakeven point for this event is 67 participants with other milestones set to 80, 100 and 125 participants. As our attendance increases, our profit margin also increases and so does the likelihood of seeing Stephen dressed as either Zeus or Medusa. The key areas of focus for our committee will be entertainment, decorations/activities, and catering line items as feedback from other events has shown that these are the areas that Rovers invest the most passion.

Closing Statement

We understand that the current cost of living makes attending events increasingly harder as the year goes on. We are taking actions to lower costs to make participating in the event as well affordable as possible whilst providing an amazing event. With the cost of catering at \$42 each (including GST) we have put the cost of the event at \$33 per person

If you would like a member of our team to visit to you at your Region meeting, please don't hesitate to contact us at <u>Rovers.Greek@gmail.com</u>.

CARB Budget															
	budget (upcoming event)					Varience	Actuals for 2022				Budget for 2022				
Income															
Tickets		\$	Qtv		Total	%	\$	Qtv		Total		\$	Qtv		Total
Presold	\$	75.00	67	\$	5.025.00	53%	\$ 45.00	52	\$	2.340.00	\$	-	0	\$	-
Gate	Ś	85.00	0	\$	-	0%	\$ 50.00	0	Ś	-	\$	50.00	100	\$	5,000.00
Early Bird	Ť			Ŧ		0%	+		- T		Ť			Ŧ	
Total			67	\$	5.025.00			52	\$	2.340.00			100	\$	5.000.00
General Store		\$	Qtv		Total	%	\$	Qtv	-	Total		\$	Qtv		Total
Merchandise	\$	÷ -	0	\$	-	0%	\$-	0	\$	-	\$	- -	0	\$	-
Total	Ť		Ŏ	Š	-	V	÷	Ő	Ś		Ý		Ŏ	Š	
Administration		\$	Qtv	<u> </u>	Total	%	\$	Qtv	<u> </u>	Total		\$	Qtv		Total
GST Refund	\$	521.80	1	\$	521.80	100%	\$ -	0	\$	Total	\$	Ψ	0	\$	-
Grant (pending)	Š	2.000.00	1	Š	2.000.00	100%	š -	ŏ	Š	-	Š		ŏ	Š	-
Total	V	2,000.00	2	Š	2.521.80	10070	Ψ	ŏ	Š	-	Ŷ		ŏ	Š	-
Total Income			-	š	7.546.80			Ū	Š	2,340.00				š	5,000.00
Expenses				φ	7,340.00				φ	2,340.00				φ	3,000.00
Administration		\$	Qtv		Total	%	\$	Qtv		Total		\$	Qtv		Total
Ticket Fee	\$	110.55	1	\$	110.55	53%	\$ 51.48	1	\$	51.48	\$	45.10	1	\$	45.10
Liquor Licensing Fee	Š	-	Ó	Š	-	0%	\$ 258.10	1	Š.	258.10	Š.	258.10	1	Š	258.10
Sundries	\$	200.00	1	\$	200.00	0%	\$ 200.00	1	\$	200.00	\$	-	0	\$	-
Total			1	\$	310.55			1	\$	509.58			1	\$	303.20
Entertainment		\$	Qtv		Total	%	\$	Qtv		Total		\$	Qtv		Total
DJ/Lights /hr	\$	165.00	6	\$	990.00	39%	\$ 600.00	1	\$	600.00	\$	600.00	1	\$	600.00
Decorations	\$	300.00	1	\$	300.00	33%	\$ 200.00	1	\$	200.00	\$	200.00	1	\$	200.00
Prizes	\$	-	0	\$	-	0%	\$ 10.00	2	\$	20.00	\$	10.00	2	\$	20.00
Dance Floor/Stage	\$	199.95	1	\$	199.95	100%	\$ -	0	\$	-	\$	-	0	\$	-
Total			8	\$	1,489.95			4	\$	820.00			4	\$	820.00
General Store		\$	Qty		Total	%	\$	Qty		Total		\$	Qty		Total
Wristbands	\$	0.64	100	\$	64.00	92%	\$ 5.00	1	\$	5.00	\$	5.00	1	\$	5.00
Cattle Tags	\$	1.50	100	\$	150.00	71%	\$ 0.43	100	\$	43.00	\$	0.43	100	\$	43.00
Total			200	\$	214.00			101	\$	48.00			101	\$	48.00
Catering		\$	Qty		Total	%	\$	Qty		Total		\$	Qty		Total
Catering	\$	42.00	67	\$	2,814.00	95%	\$ 140.00	1	\$	140.00	\$	140.00	1	\$	140.00
Softdrinks	\$	-	0	\$	-	0%	\$ 2.00	20	\$	40.00	\$	2.00	20	\$	40.00
Ice and Freezer	\$	-	0	\$	-	0%	\$ 5.00	8	\$	40.00	\$	5.00	8	\$	40.00
Total			67	\$	2,814.00			29	\$	220.00			29	\$	220.00
Venue		\$	Qty		Total	%	\$	Qty		Total		\$	Qty		Total
Venue Hire	\$	700.00	1	\$	700.00	0%	\$ 500.00	1	\$	500.00	\$	500.00	1	\$	500.00
First Aid	\$	-	0	\$	-	29%	\$ 200.00	1	\$	200.00	\$	200.00	1	\$	200.00
Total		1		\$	700.00			2	\$	700.00			2	\$	700.00
Total Expenses				\$	5,528.50				\$	2,297.58				\$	7,091.20
Total Income				\$	7,546.80				\$	2,340.00				\$	5,000.00
Total Expense				\$	5,528.50				\$	2,297.58				\$	7,091.20
Final Net Result				\$	2,018.30				\$	42.42				-\$	2,091.20

Scaled Summary												
Budget for (year of event)												
Income		\$	Qty		Total	Qty		Total	Qty	Total	Qty	Total
Tickets	\$	75.00		67 \$	5,025.00		80 \$	6,000.00	100	\$ 7,500.00	125 \$	9,375.00
General Store	\$	-		0\$	-		\$	-		\$-	9	-
Administration	\$ 2	520.04		1\$	2,521.80		1\$	2,576.40		\$ 2,660.40	40	2,765.40
			Total	\$	7,546.80	Total	\$	8,576.40	Total	\$ 10,160.40	Total \$	12,140.40
Expenses		\$	Qty		Total	Qty		Total	Qty	Total	Qty	Total
Administration				\$	310.55		\$	332.00		\$ 365.00	40	406.25
Entertainment				\$	1,489.95		\$	1,489.95		\$ 1,489.95	9	1,489.95
General Store				100 \$	214.00		100 \$	214.00	100	\$ 214.00	125 \$	214.00
Catering				\$	2,814.00		\$	3,360.00		\$ 4,200.00	9	5,250.00
Venue				\$	700.00		\$	700.00		\$ 700.00		700.00
			Total	\$	5,528.50	Total	\$	6,095.95	Total	\$ 6,968.95	Total \$	8,060.20
					\$2.018.30			\$2,480,45		\$3,191,45		\$4,080,20

The idea of MPAC is a wonderful idea in principal. The aim to create more hireable spaces is well thought out and a clever way to bring extra funding into the park. The Mafeking Rover Park Management Group (MRPMG) understand the aim is to draw in midweek bookings through school camps with the extra bunk rooms and kitchen. But, there are some issues that have not been considered. With these in mind MRPMG would like to propose a different plan.

Issues:

- 1) Mafeking Rover Park always needs to have a ranger onsite when there is a booking.
 - Rovers work during the week and are not available to ranger then.
 - MRPMG do not have the ability to fund someone to do this on an ad hoc basis or a full time basis
 - Mafeking Rover park does not have a home where a live in ranger could live. This would cost at least \$500 000
- 2) After consulting teachers, we know that schools are looking for camps that provide;
 - a variety of staffed adventurous activities
 - a variety of non-adventurous/low risk activities that teachers can supervise
 - limit the amount of risk assessment paperwork the school has to complete by running all activities in one location
 - a large indoor space so they have somewhere to go in bad weather
 - catering

Thus, Mafeking Rover Park would need to purchase a lot of activity equipment including canoes, life jackets, abseiling gear etc which we have no budget for.

MRPMG would also need to have staff to do the catering, staff with outdoor education qualifications and staff to clean the motel style accommodation rooms with self contained bathrooms. These midweek bookings requires a team of staff, not just one ranger.

- 3) The cost of building the original proposal is valued at \$1.5 million. Our understanding at the time of approval, VCR were willing to fund \$200 000 and Branch are willing to loan another \$400 000. The updated proposal is expected to sit around the \$600 000. While it may cost this on paper have we considered other factors that will increase the cost such as the \$30k that would need to be spent on reports on the land before we could build, \$70k for Bushfire Attack Level (BAL) compliances, new septic systems for each of the bunk houses costing around \$50k. A lot of these cost could be mitigated by the removal of the bunk accommodation and make a larger toilet block.
- 4) Mafeking Rover Park currently has 6 female toilets, 5 female showers, 5 male toilets, 5 male showers, 2 urinals, 1 disable toilet, 1 disabled shower and 2 eviro

loos on site. This is not enough to support high use event bookings. Meaning that they need to hire portaloos and possibly shower blocks when they come onto site. In terms of Mudbash this adds an additional \$5,000 onto their budget. For Kangree or Explore It this cost would be even higher. With only 10 toilets onsite, we would be more attractive to hirers if we had more toilets so that they do not need to spend money hiring them

MRPMG would like to suggest that we still proceed with MPAC but with a different focus. We suggest that we build a large multipurpose indoor space with more toilets. This is one of the items schools are looking for in a camp and will also support Mafeking Rover Park to be more attractive other hirers.

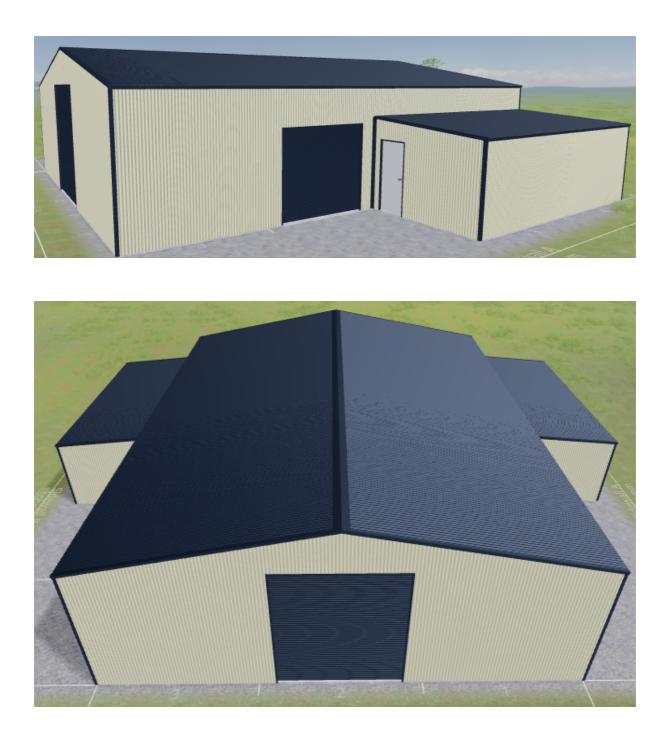
Recently we held Wrench it at Mafeking Rover Park. This was one of the expeditions for Venture. Feedback from this team and other potential major hirers that have toured the site indicate they are looking for more toilet, shower facilities onsite as well as large indoor spaces to run activities.

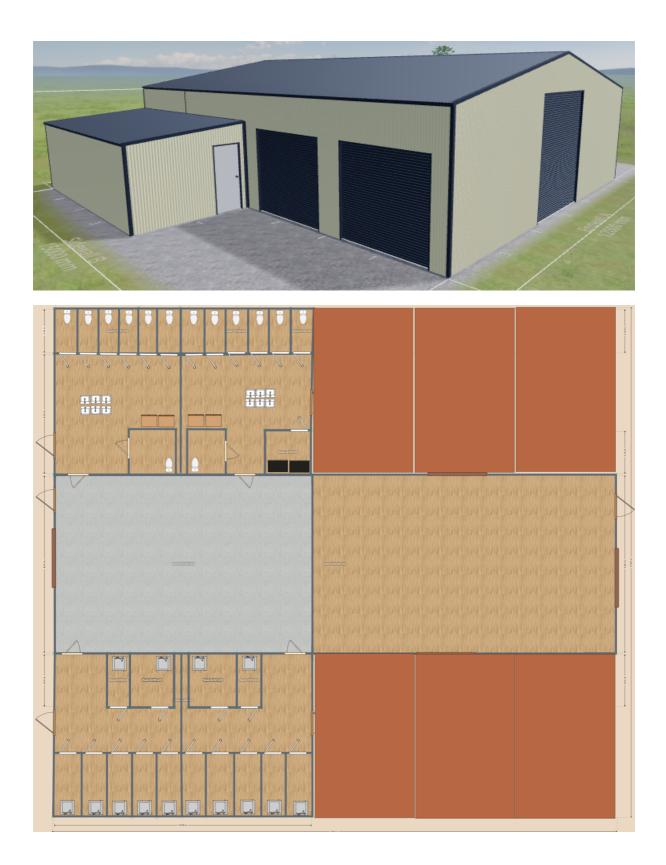
MRPMG vison for MPAC is a large shed (like at Lardner but no quite as big) with bathrooms on both sides of the building. This would cut down the cost for portaloo hire for major events dramatically and provided an incredible large space to be able to run all kinds of activities for all groups.

We recommend putting multiple large roller doors around the building so that during summer it could be opened up to create suitable air flow. We would also add a mezzanine floor to create additional storage or meeting space within the building. These spaces can be used for training space for the Northern region so they don't need to travel further afield to other Scout parks. We have also designed the toilets/showers to be able to be gender neutral as we have received lot of feedback about our lacking there. The toilets/ showers would be floor to ceiling walls so nobody could see in. This would provide approximately another 15 toilets and 10 showers to the site.



Images of what the committee envision for the space are below.





MRPMG believe this proposal is the first priority for improving the resources within the park. This is the starting point. As the park generates more income from weekend/school holiday major events, loans could be paid back quickly.

Then we could look at creating more spaces for sleeping and dining like the original MPAC proposal. We would still be able to create the two hireable spaces (current and new accommodation) so multiple groups could use the site at once.

The MRPMG is very grateful that we are making plans for Mafeking to become more viable and usable. We do not want to let this opportunity go to waste. Mafeking Rover Park means a lot to so many past and current rovers and without the support of VRC we cannot continue to grow the park so it is still available for generations to come.



CHAIR

ELIGIBILITY

- 1. The position of VRC Chair shall only be open to current invested Rovers.
- 2. Nominees must be eligible to remain a current invested Rover for the duration of the term.
- 3. Nominees must have at least 12 months experience serving on the VRC and preferably have 12 months experience as an Office Bearer.
- 4. Nominees must have completed the Training Requirements for the relevant position.

DUTIES AND RESPONSIBILITIES

- 1. The Chair will be responsible for Chairing the monthly meeting of the VRC and the VRC Office Bearers, ensuring that the VRC functions smoothly and effectively, and should ensure that required actions are followed up.
- 2. The Chair is responsible for working with the Office Bearers to ensure they are able to perform their roles successfully.
- 3. Organise and chair Office Bearer meetings and weekends as necessary.
- 4. Within the Office Bearers group lead a small team of Office Bearers as delegated with the other Chairs.
- 5. Ensure that the VRC is represented on other bodies and councils as appropriate.
- 6. Carry out the recommendations and policy of the VRC.
- 7. The Chair may sit on all VRC sub committees in an ex-officio capacity.
- 8. The Chair has the right to make decisions on behalf of the VRC as circumstances dictate, but, where appropriate, the Chair should notify the VRC of decisions made and such decisions should be ratified at the first opportunity.
- 9. The Chair will produce an Annual Report by 30th June detailing the work done which is relevant to these duties.
- 10. The Chair will fill the honorary position of Immediate Past Chair for a period of three months after leaving Office.

NOTES

- 1. The Chair can appoint the VRC Deputy/Assistant Chair as his/her proxy to meetings without VRC approval. VRC approval is required, where time permits, for the appointment of any other proxy.
- 2. The Chair shall not cast a deliberative vote at meetings, but may exercise a casting vote where there is a tied vote on the floor of the meeting.



DEPUTY CHAIR ELIGIBILITY

- 1. The position of VRC Deputy Chair shall only be open to current invested Rovers.
- 2. Nominees must be eligible to remain a current invested Rover for the duration of the term.
- 3. Nominees must have at least 12 months experience serving on the VRC.
- 4. Nominees must have completed the Training Requirements for the relevant position.

DUTIES AND RESPONSIBILITIES

- 1. The Deputy Chair is responsible for supporting and working with Region teams.
- 2. Organise and chair Region Chair meetings/workshops as necessary.
- 3. Within the Office Bearers group lead a small team of Office Bearers as delegated with the other Chairs.
- 4. Chair the monthly meeting of the VRC in the absence of the Chair.
- 5. Act as proxy for the VRC Chair as requested or appointed.
- 6. In conjunction with the Strategic Planning Officer, ensure the Victorian Rovers strategic plan is effectively implemented and considered in the decision-making processes of the VRC.
- 7. Carry out duties as requested by the VRC Chair, or by the VRC.
- 8. Ensure that the annual "away" VRC meetings are organised and promoted.
- 9. Attend both VRC and VRC Office Bearer's meetings.
- 10. Produce an Annual Report by 30th June detailing the work done which is relevant to these duties.



ASSISTANT CHAIR ELIGIBILITY

- 1. The position of VRC Assistant Chair shall only be open to current invested Rovers.
- 2. Nominees must be eligible to remain a current invested Rover for the duration of the term.
- 3. Nominees must have at least 12 months experience serving on the VRC.
- 4. Nominees must have completed the Training Requirements for the relevant position.

DUTIES AND RESPONSIBILITIES

- 1. The Assistant Chair is responsible for supporting and working with Asset, Activity & Event Teams.
- 2. Organise and chair Sub-Committee Chair meetings/workshops as necessary.
- 3. Within the Office Bearers group lead a small team of Office Bearers as delegated with the other Chairs.
- 4. Act as proxy for the VRC Chair as requested or appointed.
- 5. Carry out duties as requested by the VRC Chair, or by the VRC.
- 6. Attend both VRC and VRC Office Bearer's meetings.
- 7. Produce an Annual Report by 30th June detailing the work done which is relevant to these duties.



TRAINING OFFICER ELIGIBILITY

- 1. The position of VRC Training Officer shall only be open to current invested Rovers.
- 2. Nominees for this position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Unit or Region, but on a broad base.
- 3. Nominees must be eligible to remain a current invested Rover for the duration of the term.
- 4. Nominees must have completed the Training Requirements for the relevant position.

DUTIES AND RESPONSIBILITIES

- 1. Ensure that the concepts and benefits of Rover training are promoted widely.
- 2. Encourage Rovers to take an active interest in the development and running of Rover Training Courses.
- 3. Lead and manage the Rover Training Support Team.
- 4. Chair the meetings of the Rover Training Support Team.
- 5. With the Rover Training Support Team ensure sufficient Rover Training courses are run each year.
- 6. Ensure that additional Training Courses are developed and organised as and when necessary.
- 7. Promote the specific Training Courses.
- 8. Assist with the running of the VicRovers Induction Day.
- 9. Ensure that the content, format, and presentation of Training Courses available to Rovers are periodically reviewed.
- 10. Attend VRC and VRC Office Bearer meetings, producing agenda items relating to these duties.
- 11. Monitor feedback from all Rover Training Courses.
- 12. Ensure the Rover section is represented at the State Training Team meetings
- 13. Attend both VRC and VRC Office Bearer's meetings.
- 14. Produce an Annual Report by 30th June detailing the work done which is relevant to these duties.

NOTES



SECRETARY ELIGIBILITY

- 1. The position of VRC Secretary shall only be open to current invested Rovers.
- 2. Nominees must be eligible to remain a current invested Rover for the duration of the term.
- 3. Nominees must be have suitable literacy and IT skills.
- 4. Nominees must have completed the Training Requirements for the relevant position.

DUTIES AND RESPONSIBILITIES

- 1. Attend the monthly VRC meetings and take the minutes and produce the agenda.
- 2. Attend the monthly VRC Office Bearers meetings and weekends and take the minutes.
- 3. Attend Risk Management Meetings to take the minutes.
- 4. Attend any other meetings as requested.
- 5. Oversee updates made to the Unit Resource Folders.
- 6. Produce, or assist in producing, letters required by the Office Bearers or VRC Advisers.
- 7. Attend both VRC and VRC Office Bearer's meetings.
- 8. Produce an Annual Report by 30th June detailing the work done which is relevant to these duties.

NOTES



NRC DELEGATE ELIGIBILITY

- 1. The position of NRC Delegate shall only be open to current invested Rovers.
- 2. Nominees must be eligible to remain a current invested Rover for the duration of the term.
- 3. Nominees must have at least 12 months experience serving on the VRC.
- 4. Nominees must be able and willing to travel as part of this role.
- 5. Nominees must have completed the Training Requirements for the relevant position.

Note: Holding this position does not preclude holding another position at the VRC, however it is preferable to have a stand-alone appointee.

DUTIES AND RESPONSIBILITIES

- 1. Keeping the VRC up-to-date with relevant changes and decisions that may influence Victorian Rovers
- 2. Assist the VRC Chair to represent Victoria at NRC meetings throughout the year.
- 3. Assist the running of the NRC by taking on a project or area to manage for the duration of their time in office.
- 4. Lead the process of consulting for and drafting of papers from the VRC to be presented at NRC.
- 5. Attend both VRC and VRC Office Bearer's meetings.
- 6. Produce an Annual Report by 30th June detailing the work done which is relevant to these duties.

NOTES



MEMBERSHIP DEVELOPMENT OFFICER ELIGIBILITY

- 1. The position shall be open only to current invested Rovers who are eligible to remain a current invested Rover for the duration of the term.
- 2. Nominees for the position should be experienced Rovers with an understanding of the way that both the Venturer Scout and Rover Scout sections operate, at both a local and state level.
- 3. Nominees must have completed the Training Requirements for the relevant position.

DUTIES AND RESPONSIBILITIES

The VRC Membership Development Officer is responsible for the coordination of activities which contribute to the recruitment and retention of Rovers within Victoria. Specifically, the VRC Membership Development Officer should:

- 1. Develop high-level recruitment and retention strategies for various audiences, including:
 - a. Members of youth sections (particularly Venturer Scouts);
 - b. Young Leaders who are not also Rover Scouts; and
 - c. Young people that are not current members of Scouting.
- 2. Lead practical initiatives which support the recruitment and retention of members by:
 - a. Providing information, support, and resources that enable recruitment and retention at the Unit and Region level; and
 - b. Developing programs, activities, and events which contribute to recruitment and retention at a State level.
- 3. Be the primary link between the Venturer Scout Section and the Rover Scout Section by:
 - a. Serving as a member of the Victorian Venturer Council; and
 - b. Ensuring that the Rover Scout Section is represented on relevant Venturer Scout committees and organising teams (including major events such as Anything Goes, Hoadley Hide, Victorian Gathering, etc.)
- 4. Attending Victorian Rover Council and VRC Office Bearer meetings, and producing relevant agenda items and reports, etc.
- 5. Producing an Annual Report by 30 June detailing the work done over the course of the previous year which is relevant to these duties.



NOTES



MARKETING AND COMMUNICATIONS OFFICER ELIGIBILITY

- 1. The position shall be open only to current invested Rovers who are eligible to remain a current invested Rover for the duration of the term.
- 2. Nominees for the position should have relevant skills and be experienced Rovers with an understanding of the way that the Rover Scout section operates at both a local and state level.
- 3. Nominees must have completed the Training Requirements for the relevant position.

DUTIES AND RESPONSIBILITIES

The VRC Marketing and Communications Officer is responsible for internal and external marketing and communications regarding the Rover Scout section in Victoria.

Specifically, the VRC Marketing and Communications Officer should:

- 1. Contribute to a well-informed Rover Scout section in Victoria by:
 - a. Administering relevant social media channels and the weekly enewsletter; and
 - b. Assisting Rover subcommittees and events to develop relevant marketing and communications materials.
- 2. Create consistency in marketing and communications messages at a state and national level by:
 - a. Representing the Rover Scout section at State-level marketing meetings; and
 - b. Representing Victoria in the NRC Marketing and PR Working Group and establishing consistency between NRC marketing objectives and our own.
- 3. Managing the promotion of Rovering within Scouting and the wider community by:
 - a. Ensuring the Rover section is represented in *Australian Scout* magazine, including by producing content and acting as a reference point for other Rovers who may contribute;
 - b. Arranging for the production of relevant marketing and communication materials, and
 - c. Supporting Units to engage in positive public relations by providing resources, templates and guidelines.
- 4. Lead and participate in the work of the Marketing Team by:
 - a. Developing the strategic marketing and communications direction of the Rover Scout section in Victoria; and



- b. Recruiting additional non-voting members with relevant skills and experience as required.
- 5. Attending Victorian Rover Council and VRC Office Bearer meetings, and producing relevant agenda items and reports, etc.
- 6. Producing an Annual Report by 30 June detailing the work done over the course of the previous year which is relevant to these duties.

NOTES



VISUAL COMMUNICATIONS OFFICER ELIGIBILITY

- 1. The position of VRC Visual Communications Officer shall only be open to current invested Rovers.
- 2. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Unit or Region, but on a broad base.
- 3. Nominees must be eligible to remain a current invested Rover for the duration of the term.
- 4. Nominees should have relevant skills in visual communications (i.e. photography, videography, visual design, video production, photoshop).
- 5. Nominees must have completed the Training Requirements for the relevant position.

DUTIES AND RESPONSIBILITIES

- 1. Responsible for capturing and displaying Rovering through visual manners (photography, videos, infographics etc.)
- 2. Work closely with the Marketing and Communications Officer.
- 3. Develop visual content for events such as Rover Dinner, State ARAP, Facebook posts, marketing posters.
- 4. Work with the Yearbook Chair to produce the Annual Rover Yearbook.
- 5. Attend both VRC and VRC Office Bearer's meetings.
- 6. Produce an Annual Report by 30th June detailing the work done over the previous twelve months.

NOTES



IT OFFICER ELIGIBILITY

- 1. The position of VRC Information Technology Officer shall only be open to current invested Rovers.
- 2. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Unit or Region, but on a broad base.
- 3. Nominees must be eligible to remain a current invested Rover for the duration of the term.
- 4. Must have relevant education or experience in IT.
- 5. Nominees must have completed the Training Requirements for the relevant position.

DUTIES AND RESPONSIBILITIES

- 1. Manage all Rovers Victoria IT systems, including Rovers Victoria websites, email system and Rover Centre IT infrastructure.
- 2. To work with the Marketing, Communications & Visual Communications Office Bearers to keep a well-maintained web site that shows the view of the VRC.
- 3. Liaise with all VRC sub-committees so as to keep their web sites up to date and within the VicRovers format.
- 4. Act as a reference point and give guidance to any Rover wishing to put information on to the internet.
- 5. Maintain the electronic access system for the Rover Centre and update access levels as required.
- 6. Attend VRC and VRC Office Bearers meetings.
- 7. Produce an Annual Report by 30th June detailing the work done over the previous twelve months.

NOTES



RESOURCES OFFICER ELIGIBILITY

- 1. The position of VRC Resources Officer shall only be open to current invested Rovers.
- 2. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Unit or Region, but on a broad base.
- 3. Nominees must be eligible to remain a current invested Rover for the duration of the term.
- 4. Nominees must have completed the Training Requirements for the relevant position.

DUTIES AND RESPONSIBILITIES

- 1. The Resources Officer is responsible for the upkeep and maintenance of the Victorian Rover Centre.
- 2. Organise and coordinate regular working bees to ensure regular maintenance of the Rover Centre.
- 3. Organise and coordinate repairs or works needing to be done at the Rover Centre.
- 4. Organise and manage Rover section resources so that they are available to be utilised by Rover Units and Regions for their regular programs.
- 5. Work with the State Quarter Master to ensure Rover Units have access to the necessary resources to be able to run great programs and activities.
- 6. Attend VRC and VRC Office Bearer meetings producing relevant agenda items, reports, etc.
- 7. Produce an Annual Report by 30th June detailing the work done over the previous twelve months.

NOTES



PROGRAM OFFICER ELIGIBILITY

- 1. The position of VRC Program Officer shall only be open to current invested Rovers.
- 2. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Unit or Region, but on a broad base.
- 3. Nominees must be eligible to remain a current invested Rover for the duration of the term.
- 4. Have relevant training or knowledge in various aspects of the Rover Program.
- 5. Nominees must have completed the Training Requirements for the relevant position.

DUTIES AND RESPONSIBILITIES

- 1. The Program Officer is responsible to the VRC for encouraging participation in a diverse Rover Program, Specifically, this will involve:
 - Encourage Rover participation in WOSM Creating a Better World Framework. (Messengers of peace, Scouts of the World Award etc.)
 - Be a point of contact for information about Programming opportunities for Rovers, Units and Regions.
 - Liaise with the State Adventurous Activity Council, reporting relevant items to the VRC and to the VRC Office Bearers.
- 2. Promote programming opportunities locally, nationally and internationally.
- 3. Promote other training and social activities open to Rovers both external and internal to scouting.
- 4. The Program Officer is responsible for driving the environmental sustainability of Victorian Rovers. Specifically, this will involve:
 - Developing and implementing projects to improve the sustainability of Rovers.
 - Working with the sub-committees and assets to assist them to develop and implement Environmental Action Plans.
 - Coordinate, promote and run events such as EnviRoVent.
- 5. Represent the Rover Section at meetings of the State Program meeting, reporting relevant items to the VRC and to the VRC Office Bearers.
- 6. Attend VRC and VRC Office Bearer meetings producing relevant agenda items, reports, etc.
- 7. Produce an Annual Report by 30th June detailing the work done over the previous twelve months.



NOTES



FINANCE OFFICER

This role is a 2-year term, with a ratification for continuation after 12 months.

ELIGIBILITY

- 1. The position shall be open only to current invested Rovers who are eligible to remain a current invested Rover for the duration of the term.
- 2. Nominees must have completed the Training Requirements for the relevant position.
- 3. Nominees must have proven experience or knowledge of financial management (through current study, qualification or work in the field).

DUTIES AND RESPONSIBILITIES

The Finance Officer shall work alongside the Honorary Treasurer. Specifically, the VRC Finance Officer should:

- 1. Work with sub-committees and assist with the preparation of budgets and reporting of expenditure against budgets as per the financial arrangements component of the Sub-Committee and Finance Policy Books.
- 2. Assist the VRC Honorary Treasurer, and subcommittees with the maintenance of the VRC and its subcommittee financial records and systems (presently xero and shared OneDrive file store.
- 3. Stay informed of branch financial decisions and communicate their real and/or potential impacts to the VRC.
- 4. Provide support to Regions for budgeting and expenditure reporting annually, as well as for any Region events.
- 5. Assist the VRC to understand and make informed decisions regarding the NRC budget and expenditure reporting provided to them.
- 6. Support the VRC to write and report on their annual budget.
- 7. Support the VRC IT team and take responsibility for the maintenance and management of the finance side of the Victorian Rovers Online Store.
- 8. Chair finance meetings for the finance team (including the Assistant Chair and the Honorary Treasurer).

NOTES



BPSA SUPPORT TEAM LEADER ELIGIBILITY

- 1. Appointment to the BPSA Support Team is a three-year appointment, which can be continued after the Rover has turned 26.
- 2. The position of VRC BPSA Support Team Leader is a one-year appointment and shall only be open to current invested Rovers.
- 3. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Unit or Region, but on a broad base.
- 4. Nominees for the position must be experienced in the BP Award and have been members of their Region or the State BPSA Support Teams
- 5. Nominees must have completed the Training Requirements for the relevant position.

DUTIES AND RESPONSIBILITIES

- 1. BPSA Support Team Leader is responsible for managing the Victorian BPSA Support Team
- 2. Organising regular training and development for the Region BPSA Support Teams.
- 3. Managing the accreditation of members who have completed this training and are eligible to be members of Region BPSA Support Teams.
- 4. Promote the BPSA Award to Victorian Rovers.
- 5. Be a point of contact for queries relating to the BPSA.
- 6. Attend VRC and VRC Office Bearer meetings producing relevant agenda items, reports, etc.
- 7. Produce an Annual Report by 30th June detailing the work done over the previous twelve months.

NOTES



STATEGIC PLANNING OFFICER

ELIGIBILITY

- 1. The position of VRC Strategic Planning Officer shall only be open to current invested Rovers. Nominees must be eligible to remain a current invested Rover for the duration of the term.
- 2. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Unit or Region, but on a broad base.
- 3. Have relevant training or knowledge in various aspects of the Rover Program.
- 4. Nominees must have completed the Training Requirements for the relevant position.

DUTIES AND RESPONSIBILITIES

The Strategic Planning Officer is responsible for the writing and implementation of the Strategic Plan for Victorian Rovers. Specifically, the VRC Strategic Planning Officer should:

- 1. Develop a Strategic Plan for Victorian Rovers.
 - The strategic plan should span a three-year period.
 - This plan will outline the goals and intentions of the Rover section.
 - The plan is only to be written after consultation with the Rover section.
- 2. Maintain strong communication around the strategic plan.
 - The VRC Office Bearers team are aware of their responsibilities to the strategic plan goals.
 - The Region chairs are aware of their responsibilities to the strategic plan goals.
 - Units are aware of their responsibilities to the strategic plan goals.
- 3. Ensure consistent implementation of the strategic plan across the Officer Bearer's term.
 - Create and implement a three-year implementation plan.
 - Create and implement a 12-month implementation plan (for each year).
- 4. Attending Victorian Rover Council and VRC Office Bearer meetings, and producing relevant agenda items and reports, etc.
- 5. Producing an Annual Report by 30 June detailing the work done over the course of the previous year which is relevant to these duties.

NOTES

1. It is preferred that this position is held for a 3-year period.



National Rover Council of Australia

Rovers Australia Merchandise Register.



The following merchandise register contain information pertaining to items that have been produced with generic Rovers Australia branding and as such must not be reproduced without consent of the original manufacturer. Resellers must also not adjust the price of any of the below listed items without the consent of the original manufacturer. Submissions of Rovers Australia branded merchandise can be made to the NRC Secretary at nrcsecretary@scouts.com.au. Please include the information needed to create a merchandise profile.

Merchandise Item	Description	Cost (AUD)	Manufacturer Details	Contact Information
Rover Sunglasses	Sunglasses in the following colours; Red, Blue, Black, Yellow and White	\$10.00	Lake Ginn Rover Crew, ACT Branch	Jesse Coppin jccoppin@hotmail.com
Rover Bennie	Grey Bennies with Rovers branding in red across the fold,	\$20.00	Erindale Rover Crew, ACT Branch	Max Kelly. <u>maxking101@hotmail.com</u>
Rover Snapback	Snapbacks with the following colour brims; Black or Red.	\$25.00	Hells Gate Rover Crew, Victorian Branch	Lachlan Buhagiar <u>lachlanjames.buhagiar@gmail.com</u>
Rover Can Sling	Red Can Slings with ROVERS screen-printed length ways holds 5 regular cans.	\$25.00	Lord Casey Rover Crew, Victorian Branch	Jesse Carter jesse.carter94@gmail.com
Rover Polo Top (Activity Shirt)	Polo top, red with white, Rovers Australia Logo embroidery available in men's or woman's cut.	\$25.00	Queensland Branch Rover Council	QBRC Marketing Officer <u>marketing@qldrovers.org.au</u>
Rover Lapel Pin	St George shield pin, with a white <i>fleur</i> de lee overlay.	\$6.00	Queensland Branch Rover Council	QBRC Marketing Officer marketing@qldrovers.org.au

Rovers Australia Merchandise Register: Current 21th of January 2019.

Rover Woggle	3D printed in shape of the Rovers	\$2.00	Western Australia	WARC Public Relations Officer
	Australia Logo. Red in Colour.		Branch Rover Council	profficer@warovers.com.au
Rover Mug	700ml Insulated Mug with detachable lid, Rovers Australia Logo and Rovers in yellow writing.	\$10.00	Western Australia Branch Rover Council	WARC Public Relations Officer profficer@warovers.com.au
Rover Nalgene Water Bottle	1L Nalgene Water Bottle with white Rovers Australia logo. Available in Red or Blue	\$25.00	New South Wales Branch Rover Council	NSW BRC Communications Officer <u>communications@nsw.rovers.com.au</u> .
Rover Stubbie Holder	Red Stubbie holder with white Rovers Australia logo and branding	\$5.00	New South Wales Branch Rover Council	NSW BRC Communications Officer communications@nsw.rovers.com.au.
Rover Board Shorts	Red board shorts with white Rovers Branding, Available in men's and woman's sizes.	\$25.00	New South Wales Branch Rover Council	NSW BRC Communications Officer communications@nsw.rovers.com.au.
Rover Stickers	Stickers with Rovers Australia branding in various sizes, in Red or White, can be applied to Cars.	\$3.00 \$10.00 \$30.00	New South Wales Branch Rover Council	NSW BRC Communications Officer <u>communications@nsw.rovers.com.au</u> .
Rover Buff	Red Buff with the white Rovers Australia branding and "Once a rover always a rover" screen-printed onto cloth, one size only.	\$15.00	South Australia Branch Rover Council	SA BRC Promotions Officer promotions@sarovers.com.au
Rover Bucket Hat	Black bucket hat, with ROVERS written in red across the front.	\$15.00	Western Australia Branch Rover Council	WARC Public Relations Officer profficer@warovers.com.au