



1.3 Acknowledgement of Country

The Victorian Rover Council would like to acknowledge that this meeting is being held on the traditional lands of the Wurundjeri people, and pay our respect to elders both past and present.

Lachlan Preston – Mudbash Interim Presentation. A presentation summary can be found attached.

RSM RA – Andrew Millsom
Moved: Lerderderg
Seconded: Bays
Passed.

Contingent Leader to Harbour Cruise (Sydney) – Theo James
Moved: Bays
Seconded: Mt Dandenong
Passed.

Mudbash Executive – Jess Grose, Alannah Higgins, Edwin Ryan and David Bourton.
Moved: Lerderderg
Seconded: Plenty Valley
Passed.

4 Office Bearers Reports**4.1 Chairman****Paul Byrnes**

As I said last month, we are appointing a core executive to the Mudbash team to start plans for next year and create a team to make sure the event runs well. We've appointed Jess Grose, Alannah Higgins, Edwin Ryan and David Bourton. There will be an October Mudbash meeting which anyone interested in being on the committee is invited to attend and we can get the ball rolling. Everyone with any interest in jumping on board is welcome to that meeting.

The four have committed to see the event through, including the AGM and the handover to the 2020 committee, despite the fact that they will all be 26 by Mudbash 2019. They will liaise with RSM to determine who will be best suited to running the racing side of the event, and between them, will decide who takes on what roles within the committee, other than David to be Treasurer.

We have received a resignation from Scott Gregory, which can be seen in his report below – due to other work and Scouting commitments, he feels he can no longer commit to the role. We wish him luck in his final years in Rovering. Nominations for the Assistant Chair position open tonight, to be voted upon at October's VRC meeting. The Google form can be found here, and a position description can be found attached - <https://goo.gl/forms/d5p2Eeny7Pa5OO6s1>

4.2 Deputy Chairman**Ian Collins**

A Region Chairs meeting will be taking place soon. My next task is to conduct a sword audit for all the Crews in the state.

4.3 Assistant Chairman**Scott Gregory**

Regrettably due to a range of extra commitments such as being elected by my Crew as Crew Leader, holding a role as a Scout Leader, and due to my personal life, I've found I do not have the time to continue on in the role of Assistant Chairman of the Victorian Rover Council. I hope that Rovers Victoria can now begin to look at filling the position. In the meantime, if anyone wants advice or help, don't hesitate to get in touch.

The major things that have been worked/started on are:

- Having the Risk management meetings on the 5th Wednesday of the month,
- Looking at attending Venturer events as a combined Rover stand to showcase our Rover Program (events and assets),
- Collecting business and strategic plans,
- Chasing honorary and Service crews that exist at Branch level (membership and eligibility requirements)

I'd like to thank everyone for their help and support in my short time in the role.

4.4 Quality Team**Michelle Saffin, Jacinta Swift, Madeline Ancill****Strategic Planning:**

I've had some delays in getting a 12-month action plan together, but this will be finalised this month. If anyone has any ideas on how to gather ideas and create discussion about the strategic plan with Rovers around the state, please email me at strategicplan@vicrovers.com.au.

YPR:

I am working on how the implementation of the new program will occur in Crews from 2019, including the strategic framework.

Membership Development:

Thank you to all the Region teams that had their Development Officers attend the VRC Induction Day. It was fantastic to meet so many Rovers and take ideas from each Region. During the Development Officers session, there were some great conversations about what Regions do which I am sure have not only inspired me but the other Rovers there. After this session, I have created a Development Officers Facebook group where people can ask questions and get ideas from each other. If anyone would like to be added to the group please let me know. I look forward to working with all of them over the next 12 months.

In terms of major Venturer events, I have been in contact with the VG and AG committees. For VG the Venturer liaison for 2018 is Danny Wallace. The applications will be opening on the 1st of October. This event will be taking place over 30th of November to the 2nd of December at Gilwell Park. For AG I was involved in a conference call with the 2019 committee to establish some goals of what they would like to see from Rovers at their event on the last weekend of February. Please watch this space, as there will be more information to come.

4.5 Admin Team**Vicki McKinnon, Edwin Ryan, Aaron Webb, Ezgi Bridger****Secretary:**

Come and let me know if you're not receiving emails from me.

IT:**UPDATING CONTACT DETAILS**

A reminder for Region teams to keep their Crew and Region contact details up to date – please email it@vicrovers.com.au with any changes so we can update the website, map and email forwarders.

VICROVERS WEBSITE

The rebuilt VicRovers website is finally being launched. We did have some unforeseen delays with this project in arranging extranet integration, but the new site is now available. Please send any feedback or suggestions to it@vicrovers.com.au. News/newsletter content is still being managed by the Communications Officer, communications@vicrovers.com.au.

COMMERCE PROPOSAL

See tabled proposal.

Resources:

Nothing to report this month.

NRC:

Nothing to report this month.

4.5 Membership Team**Samuel Smith, Jesse Carter****BPSA:**

No report submitted.

Training:

With Rover training just around the corner, it's important to promote the course dates to your Region. We'll be running both a basic and advanced course; but the key to both of these going ahead is numbers. If you'd like any more information on the courses please contact the training team at training@vicrovers.com.au.

Upcoming course dates:

- 22-23 September: Basic Outdoor Skills
- 20-21 October: Basic Outdoor Skills
- 30 November-2 December: Rover Advanced Practical
- 1-2 December: Rover Basic Practical

4.6 Programme Team**Joshua Daniels, Catherine Marley, Kieron Younger****PR and Marketing:**

I am compiling a list of Crew social media accounts (including Facebook and Instagram) – please get your Crews to send these details through to me.

Visual Communications:

I am coordinating the slideshow on the new VicRovers website – if you'd like something displayed on it, please get in touch.

Programme:

I would like to acknowledge Gordon Young, State Leader for Environment for being in attendance tonight. Awesome job to the MARB committee! Jacinta Swift and myself were online for a National Programme meeting where a few things to YPR and Centenary that are going on in other branches were discussed. Coming soon will be a Google doc for next year's Activities Programme via Facebook.

Should have final details for the Blood Challenge next month.

Upcoming events:

- Plenty Valley Region's RoVenture – 12-14th October
- Rover Dinner – Saturday 27th October
- 4th Knox Rover Crew lawn bowls fundraiser – Sunday 28th October
- Craigieburn Rover Crew's Annual Melbourne Cup Eve party – Monday 5th November
- 42nd Mallee Rover Scout Activity Camp – 9-11th November
- Rovers Centenary MOOT100 – 16-18th November

4.7 Commissioner Group**Peter Wotherspoon, Greg Davies, Regi Jensen****Induction Day**

Thank you to all involved in organising this successful day, to those who presented sessions and to all who attended. Particular thanks to the Chief Commissioner, Brendan Watson whose introductory presentation was well received, and to the Deputy Chief Commissioner, Jon Willis, for his presentation and his involvement in the Finance session.

Rover Scout Motorsport

The position of Rover Advisor to RSM was advertised following Peter Gibson's resignation from the position after 5+ years support of the committee. The selection panel has recommended the appointment of Andrew Millsom who has had a long association with motorsport within the Section. Andrew's appointment is put forward for endorsement of the VRC.

Rover Advisors

A small number of Crews have in the past, and some currently, had two Rover Advisors. From a practical and administrative perspective this arrangement presents some difficulties.

Having 2 Rover Advisors can potentially create conflict and there is currently no provision on Extranet to register 2 Rover Advisors with the one Crew. Unlike other Sections where there is, for example, a Scout Leader and x Assistant Scout Leaders, the Rover Section does not have the same arrangement.

There are a number of arguments which support the concept of a Rover Advisor and an Assistant Rover Advisor such as Crew size, situations where the Rover Advisor is unable to be a regular attendee due to work commitments, or where the Rover Advisor has signaled an intention to resign at a future date, etc. It is therefore proposed that the VRC endorse the concept of an Assistant Rover Advisor who can work with the Rover Advisor and whose registration as such can be recognised on Extranet.

Motion: That the concept of an Assistant Rover Advisor be put to Branch as a recognized position on Extranet.

Moved: Plenty Valley

Seconded: Lerderderg

Passed.

Access Ramp

I have recently had discussions with members of the Branch Property Team, who visited the Rover Centre, in regards to the disabled access to the building. As a consequence of these discussions, I have also spoken with representatives of the Monash Council who will come back to me in regard to funding arrangements for the ramp and the rear steps.

Mafeking

Following a request for information from the Shire of Murrindindi and for an update on the Management Plan submitted in 1996, I have responded with an update of the Plan, which is primarily a statement of the *status quo*, and a suggestion that the Plan be reviewed on a five year interval rather the six monthly intervals originally proposed (which was never done).

My response also covered matters associated with use of the Park by external hirers and proposed further discussions in regard to noise issues.

Rover Advisors' Seminar

The Rover Advisor's Seminar is scheduled for 7 October. Please encourage your Advisor to attend.

Commissioners

Congratulations to Reji Caesar on being presented with her State scarf, State team badge, and Certificate of Appointment for her role.

Stephen Carter has been endorsed by the Chief Commissioner as the Assistant State Commissioner – Rover Support, replacing JT. Congratulations to Stephen! He will be working with the Participation team, Assistant Chair and the subcommittees, and is currently working with the Rover Dinner team.

5 Items for action by OB's, Region and Subcommittee Teams

5.1 Action Items from August

NIL.

6 Sub-Committee Reporting

6.1 Mafeking Rover Park

Tash Beggs

What's on at Mafeking Rover Park

- 28th – 30th September: working bee
- 6th – 7th October: amateur radio course

- 12th – 14th October: winter challenge and a 4x4 course
- 19th – 21st October: Jota Joti
- 26th – 28th October: working bee

I hope to see all these dates advertised in Region minutes. If you or your Region is interested in any of these events please get in contact with me :)

The main focus for the next month will be preparing the park for fire season. This will include mowing; burn offs, clearing fallen trees and other such activities. We are hoping to teach people to use the tractors at every working bee, so if this is a bucket list item for you then a working bee is the place to be!

Have a great month everybody and I hope to see you all at the park soon :)

6.2 Surfmoot

Aaron Webb

Tickets are now on sale. Pre sales are \$85 and are on sale until the 31st of December. We'll be running some promotions regarding ticket sales over the coming weeks and months so keep an eye out on our Facebook page for those.

Surfmoot are proud to announce that we have decided that all new Rovers for whom Surfmoot 2019 will be their first Rover event will eligible for a 50% discount on their ticket price. All participants seeking this discount will need to ensure they are hosted by a crew and will need that Crew Leader to confirm they are with that Crew. This is being done to try and boost numbers at Surfmoot but also to try and increase the retention rate by enticing those linking up to Rovers to come along and try and event at half price.

Our second promotional video is now on the Facebook page for people to share.

We'll be releasing our offsite activities soon, so keep an eye out on that.

6.3 Mudbash

Scott Gregory

No report submitted.

6.4 Rover Scout Motorsport (RSM)

Shae Snowball

Top Gear Venturer was a huge success, with 134 Venturers, 11 Rover cars and 27 drivers. Winter Challenge is coming up on the 12th to the 14th of October. We are looking for Rover Crews who can bring their cars up for Mafeking Open Day, during Moot100, for hotlaps and JDP.

6.5 Bogong Rover Chalet

David Nicholls

This week we have our final Winter party attending the Chalet, which gives us a total of 304 attendees over the winter season. We have our AGM coming up on Wednesday the 10th of October, 8pm, here at the Rover Centre – please encourage people to attend at your Region meetings. Also, a big congratulations to Lord Casey for winning MARB's Best Dressed Crew – they received a green weekend at the Chalet as their prize. This summer, we are going to be updating our bathrooms. If you have noticed over the past few years, you would've noticed a few things that have not quite been up to standard. It will be a full revamp, with new flooring, stalls and fittings. We were planning on having a budget (for the renovations) here for this meeting, but have not managed to get all the required quotes together, so those will be coming through in the upcoming month.

6.6 W.F. Waters Lodge

Jake O'Halloran

Our AGM is coming up on Saturday the 13th of October, at 2pm, up at the Lodge.

6.7 MARB

Kate Brockman

MARB was held on the weekend – it was great to see lots of Rovers there having lots of fun. Our AGM is coming up on Tuesday the 30th of October – please come along if you're interested in joining the

committee for next year. It will also be an opportunity for you to collect your MARB glasses.

6.8 Rover Dinner

Kieron Younger

Mt Dandenong Rover Region proudly presents the Rover Centenary Dinner. Rover Dinner, as its known, is a night to celebrate the achievements and successes of Rovers Victoria and to recognise Rover Scouts who have served the section with pride. The event is a 3 course meal – friends, family and guests are welcome to attend. Full dress uniform for uniformed members.

Saturday October 27th from 6.30pm till late

Karralyka Centre, Mines Road, Ringwood East

Tickets are on sale now!

Accommodation is available nearby for those travelling to the event. 4th Knox are running their BBQ and Bowls event on the Sunday – why not make a weekend of it!

6.9 Yearbook

Tash Borg

If you still haven't sent in your reports, they are now **THREE** months overdue.

7 Region Reporting

7.1 Bays

Jesse Carter

With a successful executive meeting and a good attendance at Induction Day, the team are setting plans in motion and moving forward with finalizing our strategic plan. We've set our main focuses on growing Region numbers and fundraising so we can continue to subsidise Rover Training. I would like to congratulate Kate Brockman from Bruce Davies Rover Crew on running a fantastic MARB this past weekend; it was a wonderful event that everyone seemed to enjoy.

7.2 Gippsland

Robert Colgrave

Congratulations to Gippsland on electing their new Region exec for 2018-19!

7.3 Lerderderg

Tom Frier

This month saw the Region executive run a planning meeting. It was good to involve the Region in the programming again as we found that this was a successful way to increase monthly attendance. This month also saw our first executive strategic planning meeting. This was a great catch up with the new executive team and allowed us to outline a plan for the next few months with clear goals. With the introduction of some new roles this year we plan to take in more information from the other Sections locally and promote it to Rovers internally to try and get more engagement. We are also working with our Matthew M to improve 1st Essendon's utilities and equipment to make it better for us in the future, firstly with an overhead projector supplied by Matthew with the agreement that we will arrange the mounting and implementation. We also have a number of Crews in our Region having their fundraisers soon, so if you are interested, please log onto our Region Facebook page for event details.

Congratulations from the room to Tom for getting married last month!

7.4 Melbourne

Michelle Saffin

The past month have seen the council meet for the first time to discuss hopes and goals for the Region over the next 12 months. Beyond that, the council has begun to make progress on these goals and to plan the next 12 months of events and milestones. Our annual survey of Rovers in the Region will be coming out this week.

7.5 Mount Dandenong

Madeline Ancill

This month we had our first Region exec meeting. It was great to have my whole team there. I would like to congratulate Rebecca Chalkley for being elected in the role of Treasurer. At our Region gatherings, we are slowly getting an increase in the number of Rovers attending. In the next few weeks, the Region team

will be having a retreat away where we will be able to get to know each other and begin to work out what we would like to achieve over the next 11 months. In the celebration of the 100 years of Rovering, we are currently organising an afternoon tea to bring all the past and present Rovers together. Thank you to Catherine Marley for creating the poster.

7.6 Murray Midlands

Beth McKillop

Crews are doing their own thing at the moment, with a Crew camp coming up soon next month, open to all Crews in the Region. Mallee Mud Camp is coming up soon as well, on the 9th to the 11th of November.

7.7 Plenty Valley

Hannah Elliot

Plenty Valley has been stepping up our recruitment drive with Venturers this month. As well as planning for our upcoming RoVenture camp for both Venturers and Rovers we have also been liaising with the Region Venturer leaders to create Rover-Venturer joint nights with units that have been previously been forgotten, as they may not have a crew at their Group. We are hoping these initiatives will help increase our Venturer retention rates into the future. Finally, Hannah has returned to her role as Chair after her arrival earlier this week.

7.8 South West

Angus Manning

We've had a quiet month in South West, with members attending Induction Day and the Region dressing up for MARB on the weekend. We have another working bee at Eumeralla coming up soon.

8 Other Reports

8.1 Olaves Report

Sam Ferris

No report submitted.

8.2 MPAC Report

Peter Wotherspoon

A meeting of the Project Team to discuss the way forward is scheduled to take place sometime in the next two weeks. A firm date is yet to be finalised.

9 Interstate, National and International Events and Contingents

9.1 Rovers 100

David Toogood

This past month we have been very busy locking in all of our activities and entertainment for Moot100. There is a flier attached. We are also excited to announce our merchandise for Rovers100 and Moot100 – alongside the workshirts we have also designed a rugby jumper, a stubby holder and socks. Keep an eye out on the Facebook event and the VicRovers Facebook page for the link in the coming days. We are still also looking for a Crew to help with service at the Moot. If your Crew or any Crews from your Region are wanting to help give back to Rovers, please see Lucy or myself – or email centenary@vicrovers.com.au. If Crews in your Region are holding events celebrating 100 years of Rovers we would love to know about it. Don't forget to keep using your hashtags #ROVERS100, #roversdostuff and #vicroversdoitbetter

9.2 CBR Moot Victorian Contingent

Liam Miles

We are finishing up the budgets for the Contingent, hoping to put them in next month. I am going up to Canberra for a face-to-face meeting next month, and we are still unsure when the registrations will open.

9.3 Volunteering in Nepal

Greg Davies

Do you want to be involved in the developing and funding of an international service project with real life benefits to young school people in Nepal? Do you want to go to Nepal and volunteer in a local village school as teacher/teacher's aide in either computer skills or English as a second language? Do you want the opportunity to stay in a local Nepalese village for three months and learn the culture?

This project will be introducing Australian Scouting members (Rovers and/or young leaders) as volunteers

to the cultural experience of living and working in a Nepalese community village setting, whilst supporting the local economy and education system in a teaching/teaching aide role within the local village.

To date, the project team have been putting plans into action – looking at initially six Rovers as volunteers in 2019 (hopefully with more in future years); supplying funding for Scout uniforms for the Nepalese school students; and providing updated computer hardware facilities into the school classrooms.

We are looking for additional Rovers to join the team to continue the plans into a working project, including fundraising and other funding options, promotions and cultural awareness, communicating with our Nepalese contacts, and lots more.

Interested in finding out more? Please contact:

- Danny Vriens: dvriens@bigpond.com
- Greg Davies: greg.fellowship@gmail.com

Formal applications will be opening soon.

10 Tabled Items

10.1 Membership and Fees Discussion Paper

Peter Wotherspoon

Tonight will be the final discussion surrounding the Membership and Fees Discussion paper, before a decision is made as to what occurs next.

The Levy (charged at \$20 per Rover, per year) will help remove appropriations from assets and committees – helping to reduce ticket prices to all events, and consequently greater attendance numbers at events.

Motion: That the Rover Levy be adopted for further organisation and implementation.

Moved: Melbourne

Seconded: Bays

Passed.

Until this is formalised and implemented, assume nothing changes in terms of eliminating appropriations from budgets etc, until it actually does.

10.2 Commerce Proposal

Edwin Ryan

A summary of the proposal document is as follows:

- VRC allocates up to \$260 to implement an online store for merchandise and event ticket sales for Rover events, in line with what has been outlined in the document,
- VRC allocates up to \$1,800 to implement a point of sale system for use at Rover events, in line with what has been outlined in the document,
- Rovers Victoria cease licensing the Monitor POS system effective January 2019, and
- The Rover ID card system to cease being used as a payment method effective with the introduction of the new point of sale system.

Please send all questions/feedback to Edwin Ryan (IT Officer): it@vicrovers.com.au.

11 Items for the Information of the Victorian Rover Council

11.1 Requirements for Child Safety and WHS Modules for All Adults in Scouting

A reminder that all Rovers will be required in the coming months to re-complete the Child Safety

and WHS modules online. Please periodically remind the Rovers in your Regions, Subcommittees and Crews that these modules may have expired without their knowledge, and that they need to re-complete them when this occurs.

12 Voting Items

NIL.

13 Standing Items

13.1 Nominations for the Baden-Powell Scout Award

Regions

Kate Schie – Lasseter Rover Crew

13.2 Crew Names and Scarves

Regions

Phoenix Rover Crew

13.3 Workplace Health & Safety Items

The back stairs at VRC are currently unsafe and therefore unusable.

14 General Business



The Rover Service Award, presented by the BP Lodge to the Crew in Victoria who has completed the most service over the past year, needs to be finalised by the November VRC meeting. If you are aware of any Crews who would fit this requirement, please complete the form that can be found on the website, and send it to Peter.

Closing Parade: Flag Down & Rover Prayer.

Meeting Closed at: 9.34pm

Executive Summary of Interim Report of Mudbash Review – Interim Report provided by Lachlan Preston

Background:

- Mudbash 2018 budget tabled November 2017, final version approved January with a proposed \$3334 profit. Budget noted \$32k in reserves in the bank and listed \$27,400 worth of capital works improvement to come from reserves.

Shannon Noll Proposal:

- Proposal for Shannon Noll initially drafted by entertainment team with some likely costs, Chairman and Entertainment team key players in the initial proposal. Went to Jon Willis to underwrite the event, he asked for more information and quotes. Second meeting was held, advised Scouts Victoria would not underwrite.

Proposal to OBs:

- Chair and RA of Mudbash attended OBs meeting in February; discussion of plans included for entertainment, capital works and improved activities. Financial details of the agreement with Shannon Noll were limited due to confidentiality.
- Full budget not provided to the OBs at current or subsequent meetings. Proposal indicated risk of \$12k loss from Mudbash 2018.

Budget Confusion:

- Lack of formal budget meant Mudbash Tam and OBs leaving the meeting with different understanding of \$12k risk. OBs concluded the \$12k loss referred to the event losing that money, not including the reserves of \$32k, whereas the Mudbash Committee were proposing \$12k in debt post spending all the reserves as a result of the increase entertainment budget for Shannon Noll (accounting for extra \$35k - \$40k above initial budget), plus planned capital works.
- Lack of updated budget to incorporate the changes to the budget, event Treasurer and Department Heads not provided with a revised budget. Different people were working off different budgets and assumptions.
- This discrepancy wasn't realised until lacked funds to pay debtors and the VRC needed to pay some bills, which triggered concern.

Other Issues:

- Budget relied on \$6k in GST claims from three previous events to balance the books, meaning it was already budgeted to make less than it cost to run in 2018. This claim was never made.
- Extra generic merchandise was purchased to be sold over multiple years. Significant amount left unsold.
- Entertainment has cost blow outs to their budget. Some were unplanned or unavoidable. Confusion about an LED screen being approved. Also, Entertainment team were working on Budget excluding GST, although may be common in industry, not common for Rover budgets.

Role of Treasurer:

- Treasurer predominantly not involved in the financial management of the event, including initial budgets and revised proposal to OBs.
- Treasurer also became unable to attend Mudbash meetings due to changing work conditions, his role from then on was limited. Treasurer was working to a different budget than the Chair and RA.

Technology Challenges:

- Tickets were released later than planned due to online store issues.
- Online payment system not installed, PayPal previously purchased was used, which included sizable fees and not available in a user friendly manner making keeping track of payments challenging.
- Committee using Xero for the first time with limited training.
- POS system for the event failed, meaning limited details of sales transactions.

Key Themes:

- Lack of communication/record keeping
- Lack of accountability
- Lack of process

Next Steps:

- Details being finalised
- Documents are still to be delivered, event books still to be finalised
- Written report will be tabled prior to October VRC with full report and list of recommendations.
- Open to feedback, get in contact with Lachlan if you have any information to share.
lachlan.h.preston@gmail.com

DUTY STATEMENT OF ASSISTANT CHAIRMAN

ELIGIBILITY

5. The position of VRC Assistant Chairman shall only be open to current invested Rovers.
6. Nominees must be eligible to remain a current invested Rover for the duration of the term.
7. Nominees must have at least 12 months experience serving on the VRC
8. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

DUTIES AND RESPONSIBILITIES OF THE VRC ASSISTANT CHAIRMAN

1. The Assistant Chairman is responsible for supporting and working with Activity & Event Teams
2. Organise and chair Sub-Committee Chairman meetings/workshops as necessary
3. Within the Office Bearers group lead a small team of Office Bearers as delegated with the other Chairman
4. Act as proxy for the VRC Chairman as requested or appointed.
5. Carry out duties as requested by the VRC Chairman, 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.

NOTES

3. The election of these positions will be conducted following the rules and procedures set out in the Victorian Rover Council Standing Orders
4. The current delegation of the Office Bearer small groups is as follows:
 - a. Quality - Chairman, NRC Director, Training, Strategic Plan, Secretary
 - b. Membership - Deputy Chairman, Marketing, Communications, Vis Communications, IT
 - c. Participation - Assistant Chairman, Resources, BPSA, Program

VRC IT Officer - Commerce Proposal



SUMMARY

Rovers Victoria is under increased financial pressure, with lower attendance at major events making the fixed event costs more sharply felt. Our current point of sale infrastructure costs \$1350 per year in point of sale software licensing alone, and depends hardware borrowed from past Rovers. Event subcommittees also continue to suffer from the challenges of ordering merchandise for sale onsite at events, writing off unsold stock or missing profits from popular items selling out.

I'm putting forward this proposal with the support of the VRC IT Team to address these and other challenges. Broadly, we envisage:

- Replacing MyEvents with an online store for purchasing of merchandise and tickets
- Replacing the existing Monitor Point Of Sale system with the Square Point Of Sale system
- Abolishing the Rover ID card payment method, with unspent money being returned to members
- Introducing the Square payment gateway with the online store and Square card readers with the Point Of Sale system for accepting bank card payments

This should give us an online store and a point of sale system that are easy to administer and easy to us, and save Rovers Victoria thousands of dollars over the next 5 years in the process.

CURRENT SYSTEMS

Event ticketing system (MyEvents):

- Consists of:
 - o OS Solutions "Event Booking" Joomla module, installed on the
 - o Myevents.vicrovers.com.au Joomla installation, which is installed on
 - o Ubuntu Server operating system, which is installed on
 - o Jason Govan's virtual private server (VPS), which is hosted on
 - o "On A Cloud" hosting provider
- Accepts payment methods:
 - o Bank transfers
 - o Bank cards via Paypal (Mudbash account only)
- Ongoing/transactional costs
 - o Virtual private server hosting costs paid by Jason Govan
 - o PayPal transaction fees charged to customer (Mudbash 2018 only)

On site Point Of Sale system (Monitor):

- Consists of:
Each Point Of Sale (POS) terminal consists of:

- RFID reader (for scanning Rover ID cards) connected to thin client
- Other POS peripheral hardware connect to thin client
- POS terminal thin client hardware with touch screen or screen & input peripherals, connect via Remote Desktop Protocol (RDP) to
- Windows 7 virtual machine (VM), which have
- Monitor iPOS front end point of sale software installed

The POS system back end consists of:

- Monitor Supervisor Net back end point of sale software, installed on
- Windows 2012 Server VMs

Windows 7 and Windows Server 2012 VMs are hosted on:

- VMware ESXi 5.5 hypervisor, which is installed on the physical server
- Privately hosted physical server
- Accepts payment methods
 - Bank cards via EFTPOS machine
 - Cash
 - Rover ID Cards
- Ongoing/transactional costs:
 - EFTPOS transaction fees
 - EFTPOS service fee
 - Monitor package licensing (\$1350 annually)
 - ID card purchase for new members (~\$1.00 per card)
- Depreciation/expiring licensing costs:
 - Monitor physical server (owned privately)
 - POS terminal hardware (mostly owned privately)
 - POS peripheral hardware (e.g. cash drawer, barcode scanner, receipt/kitchen printer) (mostly owned privately)
 - RFID card readers
 - Windows 7 licenses (end of support 14/1/2020)
 - Windows Server 2012 licence (end of support 10/10/2023)

CHALLENGES

- High ongoing costs
 - Rover events are suffering from poor attendance, forcing committees to scale back their events and limit fixed costs as much as possible
 - An annual fee for POS licensing doesn't fit well with our POS usage only a couple of days of the year
 - Over the next few years we'll have a number of software licences reaching end of life
- Dependence on borrowed equipment
 - The Monitor virtual server is hosted on a privately owned physical server
 - Much of the point of sale hardware we use is borrowed from past Rovers/their employers
- Complexity of onsite POS set up at events
 - The high turnover of Rover membership means that for Rovers to continue to run their own events, usability of systems should be a priority. Simple set up and configuration,

not dependant on a small group of individuals, is important for encouraging event organisers to make use of the Rovers Victoria POS system

- Lack of integration between websites
 - o MyEvents lack integration with our existing VicRovers website. Merging these accounts avoids members having two separate website accounts, and the associated account activation, email update, and password change problems we see
- Impracticality of Rover ID card payment method
 - o There is not and has never been a process for returning unspent money to individuals who cease to be members of the Rover section
 - o Money can only be loaded onto the Rover ID card using the POS system or Monitor web interface by an administrator, leading to near double handling of transactions. Users queue once to put money on their Rover ID card, and queue a second time to make a purchase – this also means a duplication of staff serving the user
 - o Users are hesitant to put money on their Rover ID card, as there are only a handful of events throughout the year it can be spent on
- Inaccurate merchandise ordering
 - o The model of ordering event merchandise to sell onsite at the event leads to either customer frustration when stock sells out early, or committee financial loss from writing off unsold stock. It would be better if event merchandise could be pre-ordered through an online store and shipped to customers before the event or collected at the event
 - o There is no avenue to continue selling event merchandise after the event has concluded. Unsold Rover merchandise could be sold through an online store throughout the year if people were found to manage packing and sending. Potentially this could be expanded to other Scouting entities

PROPOSED SYSTEMS

Establishment of a Rovers Victoria online store for merchandise and ticketing, integrating the Square payment gateway for bank card payments, replacing MyEvents and the Mudbash PayPal integration

- Consists of
 - o RS Events Pro Joomla events ticketing module installed on VicRovers Joomla and integrated with
 - o J2Store Pro Joomla online store module installed on VicRovers Joomla, integrated with
 - o Square payment gateway
 - o Existing vicrovers.com.au Joomla installation, which is hosted on
 - o Existing VicRovers virtual private server hosted by OmniConnect
- Accepts payment methods
 - o Bank transfers
 - o Bank cards via Square payment gateway
- Ongoing/transactional costs
 - o Customers pay 2.2% per bank card transaction
- Depreciation/expiring licence costs
 - o The events booking module is a perpetual licence. Joomla upgrades may eventually make it incompatible, but we expect it to continue to be compatible for at least 5 years

- The online store module is a perpetual licence. Joomla upgrades may eventually make it incompatible, but we expect it to continue to be compatible for at least 5 years
- Notes
 - Few Joomla event ticketing modules are compatible with online store modules, the existing MyEvents module (OS Solutions Event Booking) is not compatibility with any online store so would need to be replaced
 - The Square payment gateway, like PayPal, allows bank card transactions to be processed securely by Square so bank card information is at no stage handled by our own website
 - The online store allows guest checkout, so merchandise/tickets can be made available to non-Rovers
 - J2 Store Pro has the potential to be integrated with other modules for added functionality in the future

Introduce Square POS, replacing the Monitor POS and ID card transaction management, and abolishing the Rover ID card payment method

- Consists of
 - Square bank card readers connected to Android tablets
 - Other POS peripherals connected to Android tablets
 - Square POS app installed on
 - Android tablets
 - Square cloud based back end interface
- Accepts payment methods
 - Cash
 - Bank cards via Square card readers
- Ongoing/transactional costs
 - Customers pay 1.9% per bank card transaction
- Depreciation/expiring licence costs
 - Android tablets
 - Square bank card readers
 - POS peripheral hardware (e.g. cash drawers, barcode scanners, kitchen printers)
- Notes
 - Square's business model is to make money from processing bank card transaction fees, their POS software is free. Transaction based charges fit better with our very occasional use of the system
 - Monitor POS has some more advanced features than Square POS, but we have never used nor see any potential use for these more advanced features, with the exception of the user ID cards management. The absence of these redundant features makes Square POS much easier to configure and use
 - The Android tablets, Square bank card readers and other peripherals are an upfront cost, but remove our dependence on hardware borrowed from past Rovers and their employers
 - Rover ID cards would still be used for checking on and off site at events, continuing to interact with OMS for this functionality
 - Square bank card readers are a relatively small upfront cost, meaning we could offer this payment method at more POS terminals than was feasible with EFTPOS machines

- Square POS allows receipt to be emailed to customers, removing the need for receipt printers. A kitchen printer would still be required for the canteen terminal
- A couple of cash drawers or cash boxes would still be required for some terminals
- Square POS offers integration with Xero accounting software
- Unspent money already loaded on Rover ID cards would be returned to the relevant members/past members

FINANCIAL COMPARISON

A number of costs are not affected by this proposal, including:

- New/replacement Rover ID cards: still used for checking on/off site
- OmniConnect VPS hosting: already used for hosting other VicRovers websites
- Jason Govan's VPS hosting: still used for OMS

Over the coming 5 year period (2019-2023), maintaining the existing systems would incur the below costs. Pricing may vary over time.

Existing Point Of Sale System	
Monitor licensing at \$1,350 per year	\$6,750
Windows Server 2012 (eol Oct 2023) upgrade to Windows Server later version <\$50 (Using MS NFP licensing via Scouts Victoria)	~\$50
Windows 7 (eol Jan 2020) upgrade to Windows 10 at \$13 per VM for 4 VMs (Using MS NFP licensing via Scouts Victoria)	\$52
Total	~\$6,850

Over the coming 5 year period, introducing the proposed systems is expected to incur the below costs.

Proposed Point Of Sales System	
Square reader for contactless, chip and pin at \$59ea for 4 readers	\$236
Android tablets at ~\$250ea for 4 tablets	~\$1,000
Manual cash drawer at ~\$100ea for 2 cash drawers	~\$200
Thermal kitchen printer	~\$250
Total	~\$1,636

Pricing may vary due to exchange rates.

Proposed Online Store	
J2 Store Joomla module \$US 39	~\$60
J2 Store – RS Events Pro integration module \$US 29	~\$45
RS Events Pro Joomla module at 39 euros	~\$70
RS Forms Pro Joomla module at 20 euros	~\$40
J2 Store Square integration module \$US 29	~\$45
Total	~\$260

TABLED PROPOSAL FOR ASSENT

Proposal:

- VRC allocates up to \$260 to implement an online store for merchandise and event ticket sales for Rover events, in line with what has been outlined in this document
- VRC allocates up to \$1,800 to implement a point of sale system for use at Rover events, in line with what has been outlined in this document
- Rovers Victoria cease licensing the Monitor POS system effective January 2019
- The Rover ID card system cease being used as a payment method effective with the introduction of the new point of sale system

Please send all questions/feedback to

Edwin Ryan (VRC IT Officer): it@vicrovers.com.au

GILWELL PARK

Complete your Wood Badge at the international home of Scout training

An amazing training opportunity

Scouts Victoria is offering an all-section advanced training course to be held at Gilwell, England in August - September 2019. Twenty self-funded positions will be available.

The purpose of this specially scheduled course in the year of the Centenary of the Wood Badge is to:

- Encourage Leaders to complete advanced training and gain their Wood Badge
- Inform the Scouting community – Leaders, youth and parents – of the status of Leaders who are trained to advanced level
- Educate the general public of the content and value of Scouting's Leader training



General Information

Close to London, but with the tranquillity of a woodland location, Gilwell Park is famous throughout the world for its Scouting heritage, beautiful setting and stunning range of activities. This tour includes a visit to Brownsea Island, the site of the very first Scout camp and the spiritual home of Scouting.

An opportunity is available to return via Kandersteg International Scout Centre. This Centre began in 1923. After the first World Jamboree, Lord Baden-Powell had a dream about a place where Scouts from all over the world could meet: a permanent mini Jamboree.

Eligibility

The usual eligibility requirements to attend an advanced training course apply.

Applicants will require letters of recommendation from Group Leader/Team Leader and relevant State Commissioner

Applicants will be asked why they wish to attend the course, what they hope to gain, and what they will bring back to their Group/Section.

All applications will be assessed by a selection panel.

Dates

Training course:
Thursday, August 29, 2019 – September 7, 2019

Post tour

September 7 – 14, 2019

Cost

Advanced Training course	\$3,900
Additional Post Tour	\$600

Prices are per Leader, based on shared accommodation. Prices may vary, depending upon 2019 travel prices.

Payment

Each Group will be invoiced for the advanced course training cost. Each applicant will be responsible for paying the balance between the 2019 standard and international training cost. If the Group wishes to assist with fund raising to cover some of the balance of course cost, it is a decision for each individual Group.

Registered Members under the age of 26 may apply for EML funding.



Inclusions

- Return Flights
- Most Meals
- Shared accommodation
- Day tour to Brownsea Island
- Training Course and activities
- Transfers

Expressions of Interest

Expressions of Interest or enquiries to
jan.kerr@scoutsvictoria.com.au

Applications close

Closing date of February 8, 2019

Full payment by June 30, 2019

Successful applications will be announced on Founder's Day February 22 2019.



ROVER TRAINING PROCESS

Basic Training Overview

Membership requirements met

Tech skills

e-Learning
common core

e-Learning
Rovers

ROVER BASIC PRACTICAL COURSE

e-Learning bush walking

basic
bushwalking
course

OR

Recognition
of proficiency
process

Reception of Gilwell Woggle
For R.A.'s: Certificate of Adult Leadership

Rover in-service



ROVER TRAINING PROCESS

Advanced Training Overview

Advanced
e-Learning
common core

Advanced
e-Learning
for Rovers

ROVER ADVANCED PRACTICAL COURSE

a minimum of six months after Basic Training has been completed

Propose Wood Badge project on course

Complete 10 hour
Wood Badge project

Local assessment over four months

Reception of Rover Wood Badge

Further development opportunities:

- Adventurous Activities (instructor or guide)
- Axe and Log