



**SCOUTS AUSTRALIA
MINUTES FOR THE 479TH MEETING OF THE
VICTORIAN ROVER COUNCIL
HELD AT VICTORIAN ROVER CENTRE
WEDNESDAY, 23RD JUNE 2021, AT 7:30pm**

1	Welcome	
1.1	Flag Break	Michelle Saffin
1.2	Attendance & Apologies Apologies – Grace Archer, Zoe Cooper, Stephen Carter, Drew Lazenby, Tiff Thomas, Michael Watts	Maddy Packer
1.3	Acknowledgement of Country Scouts Victoria acknowledges the Australian Aboriginal and Torres Strait Islander peoples of this land. We acknowledge 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 11.5 Potential VRC No Confidence Motion Report – <i>Michelle Saffin</i>	

2	Congratulations, Guest Speakers, Presentations and Formal Thanks	
Good on Ya Mate – Council acknowledges and thanks the exceptional contributions to Rovering over the past month. <ul style="list-style-type: none"> ♦ Good on ya mate to our LRRC region team who have been working the phones and emails to get a Rover Dinner budget ready for submission tonight. Thank you. U R awesome. 		
Guest Speakers – Leah Gibson, <i>SC - International</i>		

3	Items for Consent	
3.1	Minutes of the previous VRC Meeting	Michelle Saffin
Motioned: Bays Seconded: Lerderderg Passed.		
3.2	Correspondence	Maddy Packer
Nil.		
3.3	VRC Financial Report	Jody Freeman
Nil.		
3.4	Decisions of the VRC Chair to be ratified	Michelle Saffin
Finance Officer 2021/21 That Cameron Phillips will be ratified to continue his finance role for the next 12 months, as per the position descriptions outline of a 2-year term. Motioned: Mt Dandenong Seconded: Lerderderg Passed. Blood Challenge Patrol Leader That Georgie W will be ratified as the Blood Challenge Patrol Leader.		

Motioned: Bays Seconded: Gippsland Passed.	
3.5	Nominations for the Baden-Powell Scout Award
Gemma Park, <i>Manderson</i> - Mount Dandenong Rover Region Anna Mullens, <i>Manderson</i> - Mount Dandenong Rover Region	

4	Office Bearers Reports
4.1	Chair
Michelle Saffin	
<p>Firstly, a big thank you & good on you mate to Andrew for being actively engaged and ensuring Victoria's opinion was understood in the NRC Review meeting. It was nearly 4 hours into the night for all discussion and voting to occur, but the recommendations put NRC in a good place to grow and change going forward. Having Andrew continue in this role for another 12 months is a significant advantage for Victorian Rovers, I look forward to seeing Andrew continue his advocacy and communication over the next year.</p> <p>Another good on you mate must go to Kathryn Crisp for her work over the last 12 months to ensure mental health is a focus for VRC, and that mental health support is provided to Rovers at major events. Her work and support of Rovers has been invaluable and much appreciated. At this time, the concept of a Mental Health Working Group is inactive - specialists in the mental health field are very busy and hard to get together for meetings and project tasks, however I have passed on what has occurred in the last year to the new team, and I hope mental health support (in whatever model works best) continues within the VRC.</p> <p>Alongside this, the addition of two patrol leaders - Environment and D&I have ensured important discussions and projects occur at the VRC level. The first 12 months of a role will always see lots of shaping and learning occur, and I thank Hugh and Fi for being part of this storming & norming. I am excited that these roles will continue to be a part of the VRC going forward.</p> <p>While I won't be going through thank you's for everyone I have worked with in this position, I need to thank Matt, who has been as much a closer personal friend as a Rover colleague. I look forward to lots more Ginger Beers to come, hopefully with a lot less tears!</p> <p>As this table is aware, the 12 months I have held in this role have had a lot of negative times. From this I have learnt a lot about myself and my expectations, but also some things about Rovers which were not positive. I do not want to dwell on the negatives, but instead would like to pass on what I hope can be taken into the next 12 months by each and every Rover:</p> <ul style="list-style-type: none"> - Put into your role what you hope to get back: we learn by doing and lead by example - The word 'Transparency' has become a catch all: Instead of falling back on this think through what the concern truly is, and what you want shifted to address this concern - Don't downplay what is happening in your world: the ban on "it's been a quiet month" in VRC reports might be something worth bringing back!! - Set the boundaries you require, and negotiate them as needed: your health is the utmost priority, but so ensuring that the people around you can support you in an appropriate way, and keep Rover projects moving - Trust your gut: if you have something niggling at you, talk it out, your instincts are powerful <p>Lastly, all the best to the new team who I am sure will work hard over the next 12 months to improve Rovering, I truly hope it will also be a year with a lot more time face to face and in the outdoors than we have had in the last year. See you at MARB!</p> <p>Email at: chairman@vicrovers.com.au </p>	
4.2	Deputy Chair
Kieron Younger	

After sixteen gatherings of regions chair meetings, heaps of exec meetings, nine Ob's meetings, countless Region meetings, and eleven VRC meetings it's time to hand over WOW what a ride that was.

Congratulations to our incoming team and newly elected Unit leaders.

Rover units with Indigenous names, you will be contacted soon to ensure that permission was granted from Traditional Elders.

My report as read.

Let me start off with thanking my Region chairs; Bella, Hamish, Gemma, Tiff, Justin, Lily, Rachel and Catherine who have really been great to work with. When we kept going into lockdowns I looked forward to seeing my region chairs chat away and kept Rover Scouts Victoria moving.

I believe our region teams have definitely grown stronger and more transparent over the last 12 months, we have seen both southwest and Gippsland Region's hold monthly meeting instead of quarterly meetings, giving our grass root rovers more opportunity to have their voice heard at the Victorian rover council. Gippsland region provided a great Proposal to allow for non-urgent policy matters to be tabled over 3 months. This has shown to be a great success. We cut down on unnecessary travel to attend meetings, "Zoom" and the lockdowns have shown how much time it takes from our busy week to attend a face-to-face meeting when, in reality, a quick catch up online would have done the trick.

While in lockdown, our region teams kept busy with administration tasks, for example, but not limited to changing/updating constitutions, changing banks & signatures, updating and in lining our Region chair Job depictions to better image a current Region chairs responsibilities.

We put together an updated list of our Rover units and there contact details all in the one live document with a Stop light system to activate when Rover Units require further support.

I launched Operation Rover Recovery as an initiative so our Rover units would be encouraged to put the "out" back in Scouting,

Op Rover Recovery was the response to recover our section leading out of the Covid 19 pandemic. The response plan was set to retain and recruit as many Rover Scouts as possible into the section leading up to census for 2021.

To summarise the plan:

Our membership stands were at 1,613 as of the 22/11/20. The likelihood of our membership decreasing rapidly was very high due to census fees that were due on the 31/03/2021 leaving only around 80-90 days for Unit Leaders to try and get our Units back to operating an existing and meaningful program face to face.

Resources: the Victorian Rover Council office bearers released Unit packs for formations to start from scratch these packs were called R.O.V.E.R.S

1. **Recover** - 1 of 1 on technique – information, Covid-safety, getting back out there, having fun and emotional reactions support.
2. **Outdoor activities** - Activities such as: hiking, bushcraft, camping, canoeing, bike riding and many outdoor adventure skills can be very easy achieved with covid-safe measures. These types of activities have been missing in lockdown and will take serious encouragement to get members back out where they belong, in the outdoors.
3. **Venturer recruitment & retention** - Engaging in small outdoor based activities and support the venturer section as they will be the hardest section hit with membership loss. Breaking the ice to Venturer units and leaders' tips and tricks, this however did not come into fruition at the end.
4. **Equipment and Logistics** – Fundraising, big picture ideas, goal planning, tips and tricks.
5. **Re-train new program** - Provide the information we already have and just keep promoting and a basic step-by-step video on how to start your training in Rovers, a fresh start for when they return back to face to face.

6. **Service/ Community** - When steps 1-5 are complete, have a large discussion with the Unit about what the Unit or Project Patrol could do to provide service in the community.

The Outcome, not including Rovers who are also leaders we had 1,188 Rovers, we grew to 1,220 and now currently sitting at 1,296 members, so we must have done something right.

I conducted a Sword audit and at this current moment 37 Rover Units own a Sword. I have started preparing to itemise each Unit to have their own registration number to be placed on their sword this allows for future audits to be taken much easier than previous years.

I worked with Emily, our resources officer, to secure the memorial from the decommissioned Warburton Rover memorial chalet. We are still yet to find a proper home for the memorial, but I am grateful to see the memorial back in our hands.

Now back to the thank You's

Matthew Barnes is my Kath to my Kim, without your patience and guidance for many park adventures, Covid working bees at the rover centre, the small mishaps and my outright forgetfulness, I couldn't do it without you.

To Peter, Regi, Stephen and the rest of the Support commissioners. Thank you for all your help and support over the last year. Youth leading adult supporting is very much a highlight of the rover section, but no one should ever underestimate the knowledge and experience you all bring to the table, I look forward to many years of friendship and advice to come.

To our OB's, thank you for all your work this year was a tough one and I look forward watching your Scouting journeys grow, shout out to Lily, Hamish, Jeff, Catherine, and Lily who I worked with the most over the year.

Email at:

deputy.chair@vicrovers.com.au

4.3 Assistant Chair

Matthew Barnes

Over the last month I've have been using the handover period to do a review of myself, prioritising the projects I am currently working on and the projects I would have wanted to do. I have been working with the ACS to write out a timeline of what I would like to achieve over the next 12 months. Risk meetings are back on the table and will be being held every second month. The next meeting will be on the 22nd of July for 7:30pm.

Email at:

assistant.chair@vicrovers.com.au

4.4 Membership Development

Adam Kaplan

No report submitted.

Email at:

membership.development@vicrovers.com.au

4.5 Program

Michelle Saffin

No report submitted.

Email at:

program@vicrovers.com.au

4.6 Our Program

Jacinta Swift

This year has been a much bigger year in regard to 'Our Program' (the new program) than the previous years as we have been actually able to begin 'doing' the program.

Program Essentials were implemented in the second half of 2020.

Units should all be:

- ♦ Programming using the Challenge Areas (Community, Outdoors, Creative and Personal Growth)
- ♦ Assigning a unit member to lead and assist each activity
- ♦ Recording participates for unit members

Unit members should also be recording their own participates, assists and leads, through Terrain or otherwise, in order to track their own progress through the Milestones. This is particularly important for Rovers who are working towards their Baden Powell Award.

Terrain was released for all members of Scouting in November 2020.

All Rovers are strongly encouraged to log on to Terrain, complete their import and explore the resource. It can be used for Unit programming as well as tracking personal progression through the program.

Outdoor Adventure Skills (OAS) were implemented in February 2021.

Rovers should have:

- ♦ Read through the OAS and completed a self-assessment to determine where they are up to for each of the OAS streams now, and where they were at when they began Rovers.
- ♦ Talked to their Unit Council to check they approve of their self-assessment.
- ♦ Begun to explore opportunities to progress through the OAS.

In the next month, the Special Interest Areas will be implemented, starting in July, which will complete 'Our Program'.

There are numerous resources available to Rovers, including [National Resources](#), [Victorian Resources](#), [Terrain Resources](#) and [Rover Resources](#) (focused around the program essentials, as all other components of the program are common to all sections).

All the resources are available, presentations and webinars are occurring and there are a multitude of opportunities to learn about Our Program. It is now up to Rovers, Regions and Group Leaders to ensure that sections, including Rovers, are working with the program. This doesn't mean that all Rovers need to be working towards their Baden Powell Award, but it does mean that Units should be incorporating the Program Essentials into the workings of their Units and providing support for those Rovers who do want to work through other areas of the program or towards their Baden Powell Award.

Email at:

program.transition@vicrovers.com.au

4.7 Training

Hamish Beshara

This year has been a busy one in the Training space. We ran the first online Rover training course in November last year, which was a great success and allowed the Rover Training Support Team to come up with several new ideas for digital session facilitation.

The new curriculum was introduced this year, which signalled the conclusion of Rover only training as we know it and made out training consistent with the standardised national curriculum. This also allowed us the opportunity to begin to explore the development of additional Rover training modules, which, once completed, will ultimately give us more freedom to present what Rovers need most when they need it. This is very exciting territory, and you will all hear more about this in the near future.

It has been a pleasure to be in this role over the past year, and I'm honoured to have attended and help facilitate the last May Madness course. I encourage everyone to continue with their Rover training and achieve their Woodbadges; there's a lot we can all get out of training, and it makes us all better Rovers.

The next training weekend is the July non-residential, which will be held at the Victorian Rover Centre on July 24 and 25. Although this course will be open to all adult members in Victoria and will be covering a new curriculum, it is encouraged that Rovers still register for this course as it will be run by Regi, who will be able to give you more of a Rover flavour opposed to a course run by another Trainer.

The Course Code is 106529 and applications are open until July 2nd. You can register using this link and entering the Course Code: <http://www.vicscouts.asn.au/Training//Registration/default.php>

Email at:

training@vicrovers.com.au

4.8 BPSA

Hamish Beshara

All dates for BPSA Support Team training have been published on the Rover Training Facebook page. Region Chairmen, please encourage Rovers to attend a session if you would like more people on your Region BPSA Support Teams. The next session is on Wednesday the 18th of August at 7:00 PM on Zoom. Registration is via the link on the Facebook event.

Email at:

bpsa@vicrovers.com.au

4.9 NRC

Andrew Strachan

Last week the special meeting to vote on the recommendations from the NRC Review Report

- ♦ 16 passed
- ♦ 1 was amended
 - Recommendation 7: The NRC should establish a mechanism for it to communicate directly with Rover Units
- ♦ 3 were rejected
 - Recommendation 4: The NRC should abolish the Delegate role. The NRC and BRCs' Chairs will become responsible for Rover Scouts engagement and awareness, and appointed and elected Project Officers will be responsible for undertaking NRC projects
 - Recommendation 13: NRC voting procedures should be amended to give each Delegation a single vote
 - Recommendation 14: The NRC should extend voting rights to the elected members of the NRC. The NRC Executive and the NRC Team should form a Delegation alongside the eight BRC Delegations and be granted a single delegation vote. The NRC Adviser, as an adult member of the NRC, should not be involved in voting by the NRC delegation

The next NRC meeting is in July

Email at:

nrc.delegate@vicrovers.com.au

4.10 Finance

Cameron Phillips

No report submitted.

Email at:

finance@vicrovers.com.au

4.11 Secretary

Maddy Packer

The last 12 months have been fairly consistent for me in my role. I have used the last year to streamline a processes in regard to collating reports and sending out agendas and minutes to all parties. I am excited to use the experience I have gained to continue to do so in the next 12 months, further bettering this process. As always, I am open to suggestions, so please send any ideas and feedback my way via my email.

I would like to thank everyone for their patience with the fluctuating method of meetings, both online and in-person, as well as understanding and tolerating all the emails I have been sending out! Fingers crossed this will become more consistent as well.

As we go into AGM/ARAP/Election season, please keep me updated on incoming Chairs for regions and subcommittees so they are able to be included in the agenda and minutes.

All reports **not** provided will not be typed up in their entirety; only key points will be listed. If you have a general business item to present, please ensure you send through a short summary to me.

Email at:

secretary@vicrovers.com.au.

4.12 Resources

Emily Kinross-Smith

It has been a bit of a tough year for resources as with many other roles. Multiple lockdowns and travel limitations have made the week-to-week upkeep side of things pretty difficult so apologies for my absence in that respect. That being said we have made some great progress in the VRC major(ish) works with steam cleaning of the floors, updating the library room and display cases, CAS van moved in, we got a skip load of rubbish taken away as well as some additional hard rubbish. Recently the west facing windows were tinted, our projector screen was installed, and the disco ball and paper towel dispenser appeared.

In more recent news the pest control has been handed over to Matt since I can't be at the hall at late notice to meet with the guy. After the preliminary – external - inspection he told me that before any baiting or removal programs begin we have to get the roof fixed, the tree next to the building cut back and the hole underneath the external stairs covered over (with a one-way pet door to allow animals out). I have requested a pruning of the tree from the council. Since I don't yet have a replacement I have not completed any handover, but I would definitely encourage anyone living near VRC with an interest in resources to give the job a go.

Thanks for having me on VRC and good luck to the incoming OB's.

Email at:

resources@vicrovers.com.au

4.13 Strategic Planning

Lily Twyford

Over the last 12 months, I have given presentations across all the regions about the strategic plan aiming to raise awareness and knowledge of our goals and ways to get there. We have also achieved some of the goals! Including but not limited to; financial training modules, welcome to country acknowledgements, moving region resource (work in progress) and a responsible drinking resource (page 4 of minute attachment) which is being officially presented tonight and added to the VicRovers website for access for all.

Good luck to the next VRC team - I know you'll do an amazing job at continuing to implement!

Email at:

strategicplan@vicrovers.com.au

4.14 PR and Marketing

Grace Archer

I hope you have enjoyed the content and communication provided from the VRC Marketing and Communications team this year.

Communications was a really important part of 2020 and 2021, especially keeping up with constant changes in restrictions in Scouting and changes in events. Ensuring both the newsletter and our social media had updates from ScoutsVic about the COVID-19 restrictions and keeping multiple stakeholders informed about changes in events that affected Victorian Rovers were a top priority throughout the year.

Both our public Rover Scouts Victoria and our members page have remained strong, with consistent growth in page likes and regular posts across both groups with relevant, engaging and exciting information and content provided to people involved with VicRovers.

2020 also saw the creation of an official @vicrovers Instagram account, where in the past twelve months we have grown to 466 followers!

Thank you to everybody who contributed something to be shared on our social media throughout the year. I would really encourage your continued support and contributions to our social media accounts as it is an excellent way to communicate with each other and our supporters, to reach a broader audience, and to encourage others to get involved in Rovering themselves.

I would also like to thank everybody for their newsletter contributions across the year, VicRovers provided a weekly newsletter with content and information about events and exciting opportunities for Rovers and the Victorian Rovering Community. The newsletter remains an important source of information and files and is a good way to make sure nothing gets lost on social media, or to ensure everybody can keep up to date with VicRovers if they do not use social media.

Congratulations to Rachael our incoming Marketing and Communications Officer I really look forward to seeing all the awesome things you do within this position!

Email at:

communications@vicrovers.com.au

4.15 Visual Communications

Catherine Marley

This year I have worked with the Office Bearers on a few projects, namely Operation Rover Recovery and Acknowledgement of Country cards. Normally, I would be involved in more events but not many have been able to run over the last 12 months.

The outcome of the Region Badges will be decided over handover.

If you need any graphics/posts/logos designed for your unit/event/subcommittee, let me know.

Email at:

visual.communications@vicrovers.com.au.

4.16 IT

Michael Watts

The audio-visual equipment from the paper that was approved has been purchased.

Standing Reminders:

WWCC/e-learning reminder emails are being sent once a month. Please let me know if you would like this information to go directly to unit leaders in your region, or if you would like an ad-hoc report.

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

4.17 Commissioner Group

Peter Wotherspoon, Regi Caesar, Stephen Carter

Thank you

As we look back on the trials, tribulations, turmoil and tragedies of the last twelve months, it is appropriate to reflect on all that the Rover Section collectively has achieved in poignant circumstances and to congratulate ourselves on our resilience, teamwork and support of each other.

This year started off as last year finished, with meetings at all levels conducted remotely for close to half the year. Zoom was the preferred meeting forum and will be again for the final meeting of the year. Many are almost 'zoomed out' but the one big advantage of this meeting style has been the ability to ensure that all members can participate, irrespective of distance, timeliness, etc. There is no doubt that we have been able to facilitate greater participation in all activities.

Thank you to the Executive team, Chair Michelle, who has also represented the Section at the State Leadership level and at Program Team meetings, Deputy Chair Kieron and Assistant Chair Matty, for all that you have done during the year to keep the Section functioning effectively. There have been challenges and successes such as the formation of the Finance Team and the Mental Health Working Group who could perhaps adopt as a theme

song “*Help is on its way*” by the Little River Band. These new teams are making a valuable contribution to our operations.

Members of the Office Bearers team have achieved much in their portfolios during the course of the year, again under difficult circumstances. Inevitably when one person is singled out, others may feel disappointed, but this should not be the case. Everyone has made a significant contribution, but I must thank Maddy for her work as Secretary and including last minute reports in agendas.

Region Chairs and members of Region teams have been instrumental in providing support for all Units. Again, running Unit programs remotely is an example of how adaptable we as a Section continue to be.

At Census, which this year was on 31 March, we had an increase in Rover numbers. Thank you to everyone involved with emails, mail outs, personal contact, etc. to maintain our numbers.

Our Sub-Committees have also continued to operate under incredibly difficult circumstances. Nearly all events were postponed and/or cancelled and the two ski lodges were closed for the snow season. The amount of effort put in by all in particularly uncertain times is greatly appreciated. That Mudbash this year was postponed at the 11th hour is a reflection of the uncertainties faced.

A big thank you to all Rovers who have continued to conduct and deliver programs to their Units using various modes.

Thank you to the Commissioner team, Regi and Stephen for their support, particularly when I was unavailable, and all the Region Support Commissioners who continue to work closely with their teams.

Congratulations

To Kieron and members of the new Office Bearers Team and Region Chairs who have been recently elected. I look forward to working with you in the coming year.

State Commissioner’s Award

Nominations for the State Commissioner’s Award close with me on 30 June. Please refer to the website for further details on this award.

Emails:

Pete: sc.rovers@vicrovers.com.au

Regi: regi.caesar@vicrovers.com.au

Stephen: stephen.carter@vicrovers.com.au

5 Sub-Committee Reporting

5.1 Mafeking Rover Park

Matthew Barnes

The last month saw us in another lockdown which meant that the two bookings we had were cancelled/postponed. Mudbash now have a new date and working bees booked in.

Coming out of lockdown we had the committee at the park for a working bee over the weekend where we got a lot of the larger trees from the burn pile cut into rounds to be used as firewood.

Mafeking are putting forward to be voted this month:

- ♦ The new committee structure
- ♦ The budget

The committee approved the placement of the compost bins behind the activities shed at our June Meeting.

There will a working bee at the park held 23rd-25th July.

Any questions and/or comments can be emailed to the committee at: chairman@mafekingroverpark.com

5.2 Surfmoor

Danny Wallace

- ◆ Things are happening now
- ◆ Budget not quite ready for this month, hopefully will be ready for next month
- ◆ The dates have been decided: 27th-30th January

5.3 Mudbash

Lucy Hubbard

Well, this is not this is not the report I thought I was going to be writing last month.

I just want to say huge thank you to all those who have reach out over the last few weeks regarding Mudbash and the postponement it was super hard time for the committee and myself. But these are the things we need to do to make sure we are all safe and healthy. So, as you all would have heard my now this means we have a new date Sep 23rd to 26th (Grand Final Weekend). We also have a new list of important dates.

We have reopened everything !!!!!

Merch Closing Date:

15th of Aug

Racing Closing date Before Late fee is applied:

9th of Sep

Tickets:

\$70 Pre-Sale 17th of Sep

\$90 Gate (sold at gate only)

Working bee Dates:

Aug 8th to 10th

Oct 15th to 17th

Mudbash 2022 Committee Elections/ Tender application meeting:

11th of Aug @ VRC 7.30 pm

Position description can be found here: [Position Description](#)

Mudbash 2021 AGM/Financial Report:

Nov 10th @ VRC 7.30 pm

If yourself of members for your region have order Merch already you would have got an email with the details regarding the collection day this is the 10th of July @ VRC from 10am to 4 pm. Please try to attend this day as we can post the items, but this is a cost for Mudbash, we have not budget for, and we believe that is unfair on Rovers to wait any long to get their merch. We also will have some merch of sale on the day and card will be accepted.

Hoodies - \$50

Long Sleeve Shirts - \$35.00

Beanies - \$15

Stubby Holders - \$10

Closer to the date we will resend the gate duty roster for regions to redo. As some regions will have a change in team, please ensure that information is passed on.

With the Change of Date, we also have some super exciting thing planned to make sure you keep up today with our Facebook page as this will have all the important information. We are also needing so help if you would like to help

with the New and improved 2021 please reach out we are looking for Activities team members and Works and Services

This is a lot of new information, and things are a bit different please reach out if you have any question

5.4 Rover Scout Motorsport (RSM)

Simon Nuccio

We have some upcoming events!! Which we are really excited to get back out on track.

Round 3 Take 4 July 30th - August 1st at Mafeking Rover Park tickets are \$55 please see the Yeah the Boys Racing page and ours for more details ENTIRES ARE NOW LIVE.

Top Gear Scout 17th-19th of September at Mafeking Rover Park Please see the Vic Scouts Top Gear Page for details. Please put the call out to your units to help support this event as they need as many helpers as possible.

Mudbash 23rd-26th. You don't need me to talk about this ha-ha

Our 21/22 championship will begin with Just Send it Challenge 12th - 14th of November at Mafeking Rover Park tickets will be \$55 keep an eye on both YTBR and RSM Facebook for more details to come.

Racing Boot 8th - 10th of April. A group of RSM members are getting booted and as a part of that are running a championship round for it. Details to come.

We have also made a change that will affects units competing in our championship.

7.1.3 Crews will be awarded 1.5 point for each meeting they attend for a max of 15 points. The AGM excluded. Crews who acknowledge meetings via an apology will be awarded 0.5 of a point for a max of 2 points.

5.5 Bogong Rover Chalet

Jesse Lang

This last month for Bogong has been quite busy with trying to work out whether we can proceed with our ski weeks with the new COVID-19 restrictions. At this stage, we will be proceeding albeit with a few adjustments to sleeping arrangements so that we do not breach the current density quotas. We have put together a COVID sub-group within our committee so that we can make decisions about how to function with the restrictions as close to each new announcement as possible. Information on the exact restrictions for each ski week will be sent out to attendees of those winter parties beforehand. Other than that, it's looking like it's going to be a great year at the Chalet, and we look forward to welcoming all of you that are booked in to attend this year. Other items of importance this month were the cancelling/postponing of our annual Ski Expo, and our budget was tabled last month to be voted on this month as well.

5.6 W.F. Waters Lodge

Todd Henderson

No report submitted.

5.7 MARB

Madeline Ancill

It's been a slow month for MARB. Firstly, I would like to express my disappointment at the lack of communication regarding Mudbash being postponed. It was unfortunate that I had to find out at my region meeting of the date they are looking at going with even though at that stage it was still a rumour. It wasn't until I contacted a person on the VRC exec, until I received communication regarding the subject. I was very lucky to be made aware of the move when it was confirmed however my committee weren't so lucky. I was told not tell anyone, which I respected, so when the new date was announced, my committee were very disappointed to find out when everyone else did. As my committee are very new to how subcommittees function, I believe it would have been beneficial for someone to call a meeting and explain the situation, as it has left my committee feeling flat. In the future if something of this nature happens, I recommended that all stakeholders the decision affects should be made aware prior to it being made public.

In terms of MARB for 2021, the last 32 hours have been a whirlwind.

I am super excited to announce that MARB 2021 will now be taken place on the 16th of October 2021 at the Coburg Town Hall!!!! This means you now have an extra 28 days to save and get those costumes together to be at the party

of the year.

I have started contacting all stakeholders that have been booked in for our previous date to get the ball rolling. I would personally like to thank Mudbash for moving their Post Mudbash working bee to accommodate the new date.

I would like to thank my amazing committee and the VRC executive who has been nothing but supportive throughout the last 32 hours, with the constant changes occurring, considering I did have my phone and laptop glued to me at all times.

I cannot stress the importance of following MARB on Facebook and Instagram along with clicking interested to the event, to make sure you are up to date with the latest information as this very fresh. Participants that already have tickets will receive an email in the next coming days with some more information.

We can't wait for MARB to happen and look forward to seeing you there.

As always if you ever have any questions please do not hesitate to contact me at chair@marb.com.au.

5.8 Rover Dinner

Lerderderg

We are pleased to announce that Rover Dinner 2021 will be held at the Williamstown Town Hall on Saturday the 13th of November. Our proposed budget is tabled tonight to be voted on at the July VRC meeting. We propose tickets be sold for \$65, which is cheaper than previous years to encourage greater attendance. If there are any questions about our budget, please contact me to discuss or email me feedback.

5.9 Yearbook

Catherine Marley

Due to lockdown the yearbook hasn't been able to be finalised this month. The yearbook session has been rescheduled.

6 Region Reporting

6.1 Bays

Rachael Osborne

This past month Bays held our elections! Our 2021-22 exec will be

Chair & Training Officer - Rachael Osborne (Mordy RU)
 Deputy Chair - Molly Hastings (Kurl's Own RU)
 Secretary - Lizzie Honeybone (Mordy RU)
 Treasurer - Michael Watts/Jeff (Lordy Casey RU)
 Development Officer - Breanne Simmons (Bunerong RU)

A massive congratulations to our incoming exec, and a huge thank you to our outgoing exec members - Kieren, Em and Tom.

Over the snap lockdown this month some units were able to switch up some less than thrilling nights on Zoom to be joint nights with each other, which is always nice to see! We hope to be back in person in the next couple weeks and beyond.

I am looking into a new program session for the region as well to assist with our transition.

6.2 Gippsland

Justin Porter

- ♦ Elections held last meeting
- ♦ Would like to thank outgoing exec for all their hard work and dedication

6.3 Lerderderg

Hamish Beshara

Lerderderg will be holding our AGM and elections on the 13th of July at the 1st Essendon Scout Hall, all are invited to attend. Light refreshments and supper will be provided, so please RSVP to our [Facebook event](#) if you plan to come.

This will be my last report as Region Chairman for Lerderderg. I have been in this role for the past two years and

have enjoyed sitting around the table representing my Region and watching our Rovers become more involved in wider opportunities around the State. We've had Woodbadges and BPSAs awarded, presence on a variety of communities and councils, and an excellent Rover participation rate throughout the COVID-19 lockdowns. There is a lot of talent in Lerderderg, I look forward to seeing what we accomplish in the next year under new leadership.

6.4 Melbourne**Tiffanie Thomas**

- ♦ Held elections and would like to welcome the new team, Megan, Sam, Lily, Steven
- ♦ Constitution and policy manual have been updated
- ♦ Looking forward to meeting together in the near future

Fun fact – The sixth sick sheik's sixth sheep's sick. We challenge you to say it 5 times!

6.5 Mount Dandenong**Gemma Park**

It's been a busy month at Mt Dandenong, with good vibes throughout the region. It kicked off with our region exec team elections; y'all are stuck with me for another term, and I'd like to congratulate my team Izaak Kitching, Nick Breeuwsma, Patrick McCaffrey, Maddy Ancill, Sally Henderson, Cairo Levett, Megan Rogers, Laura Ryan. We had an excellent turn out to our last gathering with representation from 11 units. We've managed to make contact with all 23 active units in the region (and 21 have completed the census survey - finally). We're hyping Rover Training at the moment and will hopefully have some members attend the upcoming Basic/Essentials. We're also trying to get our region program more active, to complement the state and unit calendars. Our AGM/ARAP is coming up, you're all invited: 7th July, 8pm-9:30pm, Heathmont Scout Centre, Uniform Shirt and Scarf, Zoom option available (ID: 91923760254, Password: 785665).

6.6 Murray Midlands**Bella Condello**

- ♦ Quiet month
- ♦ We have our AGM coming up online

6.7 Plenty Valley**Catherine Marley**

Our AGM and elections are happening in two weeks, so this will be my last VRC report as region chair. It's been a kinda uneventful month, with everyone being pretty used to snap lockdowns at this point. People have been able to bring out old favourite online nights to stay in touch. Exciting news, our bank account for RoVenture has been opened so we can start organising ticketing, so look forward to that in the coming months.

6.8 South West**Lily Twyford**

We had region elections effective July - congrats to David (assets), Juliana (treasurer), Bonni (deputy) and Kendra (development) plus myself for being re-elected as chair. I'm so excited for the next 12 months, I'm sure it's going to be amazing and thank you to Fi and Lucas for their commitment and effort over the last 12 months! We have also been contacting venturer units across the region and have some combined nights planned and have begun to plan a venturer combined camp later on in the year/ early next year! Otherwise, we have had an excellent last 12 months with online covering, regional outdoor activities, fundraising, donating blood and overall managing to exist and still stay in rovers during truly one of the most hectic times. Also on a different note, this will be discussed later in GB but wanted to make a note that there probably should be more communication with other activities/events when rescheduling occurs, obviously covid is tricky and sometimes things happen but for future reference we could probably be more considerate.

7 Other Reports**7.1 MPAC Report**

Expressions of Interest for the project patrol should be submitted before June 29th via the google form.

<https://docs.google.com/forms/d/1JGhQv-uq4rnBnFBjgh9HSokyb2Lq98nrEZ11uNo9Hf0/edit?ts=60891efb>

8 Interstate, National and International Events and Contingents**8.1 Ireland 2022**

World Scout Moot registrations are now closed. The dates of the Moot are 18th July – 28th July 2022.

The most current and reliable information can be found here: <https://www.worldscoutmoot.ie/covid-19-faqs/>.

8.2 Apple Island Moot - Tasmania

Expressions of Interest for the role of Tasmanian Moot Contingent Leader should be submitted via google form. https://docs.google.com/forms/d/1mmX1b4NgyPdg_daeuOvcS0aSkuDUG7XAH6GalZxtReg/edit?ts=60891ecc

A position description is coming soon.

Find information about the moot on the website and Facebook page

<https://appleislemoot.com.au/>

<https://www.facebook.com/AIM2023>

8.3 Scout Moot

Jesse Lang

The Scout Moot event being run by Southwest Rover Region for Victorian Rovers has been booked for 23-26 September for over a year, however Mudbash was rescheduled to this date. As a result of this, we've had to move our event to a month afterwards and shorten it by a day due to it no longer being run on a long weekend. As our event is an activity-based camp, this replanning has had to be quite extensive as we have had to cull certain activities from our program. We made sure to email Mudbash to inform them of our date, but they did not respond and proceeded to choose the date anyway. We understand that nothing can be done about this at this stage, however we ask that in future, it would be good for committees to be aware of other events in the year being run for the same target group and try their best not to clash with them.

9 Tabled Items

9.1 VRC Donation

VRC

The survey for this item can be found here:

<https://forms.gle/2WuaRNMt5FgDws7V6>

KEY POINTS:

The VRC has \$957.78 allocated as funds to be donated outside of the Scouting movement, as a result of sales from the soft drinks at the centre. An additional \$42.22 taken from the VRC reserves could make the donatable amount \$1000.

Please complete this survey regarding the donation of these funds.

Please send any comments or questions to chair@vicrovers.com.au

9.2 Mafeking Rover Park Committee Restructure

Matthew Barnes

This document can be found on page 25 of the minute attachments

KEY POINTS:

- ♦ This document provides a proposal for a structure change of the Committee of Management for Mafeking Rover Park.
- ♦ The current structure has been in place since 2015, where it saw the "flat" committee structure changed into two groups. Operations and Administration.
- ♦ Rename committee to *Mafeking Rover Park Management Group*
- ♦ Executive
 - Chairman
 - Vice-Chairman (combining Vice-Chairman Admin and Vice-Chairman Operations)
 - Secretary
 - Honorary Treasurer (changed from Treasurer)
 - Rover Adviser – Operations
 - Rover Adviser – Strategic Development and Planning
- ♦ Patrols
 - Admin
 - Logistics

- Operations
- Planning

Vote: Vote on this paper tonight:

Motioned: Mt Dandenong

Seconded: Lerderderg

Passed.

Vote: Approval of this paper

Motioned: Bays

Seconded: Plenty Valley

Passed.

Send any comments or questions to Matthew.

chairman@mafekingroverpark.com

9.3 Rover Dinner Budget

Hamish Beshara - Lerderderg

The cover letter can be found on page 89 of the minute attachment.

The budget can be found on page 91 of the attachment.

Send any comments or questions to Hamish.

lerderderg.chair@vicrovers.com.au

9.4 8th World Moot Commemoration

Jodi Freeman

This paper can be found on page 92 of the minute attachment.

KEY POINTS:

- ◆ January 2021 marked the 30th anniversary of the 8th World Moot, held at Gilwell Park Victoria.
- ◆ The 8th World Moot has not been formally commemorated at Gilwell Park.
- ◆ The significance of the initiative of Australian Rovers to put World Rover Moots back on the international calendar after a 30-year absence has also not been formally acknowledged.
- ◆ A plaque has been prepared with the dual purpose of commemorating both significant milestones from the history of Rovering in Australia.
- ◆ This paper seeks funding for the plaque from Victorian Rover reserves.
- ◆ Secondly, Victorian Rovers to ask NRC for a contribution due to the significance of the undertaking of Australian Rovers in the 80's to re-establish the World Moots, which are activities enjoyed by many Rovers today. In the submission to NRC, it should be noted that the National Rover Development fund was established from the 8th World Moot Surplus.

Send any comments or questions to Jodi.

treasurer@vicrovers.com.au

10 Items for the Information of the Victorian Rover Council

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

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

11 Voting Items

11.1 2022 NRC Conference Proposal

Plenty Valley

Paper can be found on page 95 of the minute attachments.

KEY POINTS:

- ◆ The NRC Conference typically is held in person with travel, food and accommodation costs covered

by the NRC, therefore by Branches.

- ♦ The NRC conference was held online in January 2021 to avoid COVID-19 risks and border closures.
- ♦ The cost of this conference is not typically disclosed, however a copy of the 2020/21 budget was published in June. (attached)

Motioned: Bays

Seconded: Mt Dandenong

Passed.

Send any questions and comments to Catherine.

plentyvalley.chair@vicrovers.com.au

11.2 Mafeking Budget

Mafeking Committee

The budget cover letter can be found on page 97 of the minute attachment.

The budget for Mafeking can be found on page 98 of the attachment

Motioned: Lerderderg

Seconded: Plenty Valley

Passed.

Send any questions or comments to Matthew

chairman@mafekingroverpark.com

11.3 VRC Budget

Jodi Freeman

The budget cover letter can be found on page 99 of the minute attachment.

The budget for VRC can be found on page 100 of the attachment

Motioned: Gippsland

Seconded: Plenty Valley

Passed.

Send any questions or comments to Jody

treasurer@vicrovers.com.au

11.4 BCMG Budget

BCMG

The budget cover letter and budget can be found on page 101 of the minute attachment.

Motioned: Bays

Seconded: Plenty Valley

Passed.

Send any questions or comments to Peter

treasurer@bogongroverchalet.org.au

11.5 Potential VRC No Confidence Motion Report

VRC

This report can be found on page 107 of the minute attachment.

KEY POINTS:

- ♦ This report was commissioned by the Victorian Rover Council (VRC) to address the series of events from 2020 to 2021 that lead to a potential no-confidence motion in the Chair of the VRC.
- ♦ The report consists of a number of recommendations regarding the following:
 - Scope of the Chair
 - Motion of No Confidence
 - Chair Autonomy
 - Bias and Conflict of Interest

- NRC
- Appropriate Region Engagement
- Office Bearer Loyalty
- Chair to Chair contact
- ◆ Regions are able to send comments on the paper by the 7th July to Peter Wotherspoon, which will be considered in the implementation of the recommendations
- ◆ Following the 7th July, the 2021/2022 team is charged with implementation of the paper's recommendations

Motioned: Kieron Younger

Seconded: Gippsland

Passed.

Any comments and questions can be sent to sc.rovers@vicrovers.com.au

12 Standing Items

12.1 Unit Names and Scarves

Regions

12.2 Workplace Health & Safety Items

If you are using the VRC please ensure you check-in using the QR code on the front door, use sanitiser frequently and wash down all frequently touched surfaces before departure.

13 VRC Office Bearers 2021/2022 Nominations and Elections

13.1 Nominations

Submitted through the Google form (as 12pm, Tuesday 22nd June 2021):

All these nominations will be moved, seconded, accepted and any relevant exemptions sought prior to elections at June's VRC.

- ◆ Andrew Strachan, BPSA Officer

13.2 Elections

All applicants have had their active rover status confirmed prior to tonight's elections. Applicants will have a strict maximum of 5 minutes to speak and answer any questions, before voting takes place.

Election of BPSA Officer:

Nomination: Andrew Strachan

Exemption Required: Nil

Result: Appointed

The positions listed below remain empty as of the May VRC Meeting:

Election of Resources Officer:

Nomination: N/A

Exemption Required: Nil

Result: Remains empty

Election of Strategic Planning Officer:

Nomination: N/A

Exemption Required: Nil

Result: Remains empty

Election of Program Officer:

Nomination: N/A

Exemption Required: Nil

Result: Remains empty

Election of New Program Officer:

Nomination: N/A

Exemption Required: Nil

Result: Remains empty

Election of Diversity & Inclusion Patrol Leader:

Nomination: N/A

Exemption Required: Nil

Result: Remains empty

Congratulations to the incoming Office Bearers team for 2021-2022!

13 General Business

13.1 Other Business

Closing Parade: Flag Down & Rover Prayer
Meeting Closed at: 09:37pm

VRC MINUTE APPENDIX

JUNE MEETING

23.6.21

Title	Page	Agenda Item	Description
VRC Attendance.....	2	1.2	Report Item
Responsible Drinking Resource.....	4	4.13	Report Item
Mafeking Rover Park Committee Restructure.....	25	9.2	Tabled Item
Rover Dinner Budget Cover Letter.....	89	9.3	Tabled Item
Rover Dinner Budget.....	91	9.3	Tabled Item
8 th World Moot Commemoration.....	92	9.4	Tabled Item
2022 NRC Conference Proposal.....	95	11.1	Voting Item
Mafeking Budget Cover Letter.....	97	11.2	Voting Item
Mafeking Budget.....	98	11.2	Voting Item
VRC Budget Cover Letter.....	99	11.3	Voting Item
VRC Budget.....	100	11.3	Voting Item
BCMG Budget & Notes.....	101	11.4	Voting Item
Potential VRC No Confidence Motion Report.....	107	11.5	Voting Item



VRC ATTENDANCE
479TH MEETING OF THE VRC
HELD AT VICTORIAN ROVER CENTRE
WEDNESDAY, 23RD JUNE 2021, AT 7:30pm

Committee	Role	Name	Present (✓)	Apology (✕)
Office Bearers	Chair	Michelle Saffin	✓	
	Deputy Chair	Kieron Younger	✓	
	Assistant Chair	Matthew Barnes	✓	
	Membership Development	Adam Kaplan		✕
	Program	N/A		
	Our Program	Jacinta Swift		✕
	Training and BPSA	Hamish Beshara	✓	
	NRC	Andrew Strachan	✓	
	Secretary	Maddy Packer	✓	
	Resources	Emily Kinross-Smith	✓	
	Strategic Planning	Lily Twyford	✓	
	PR and Marketing	Grace Archer		✕
	Visual Communications	Catherine Marley	✓	
	IT	Michael Watts		✕
	Finance	Cameron Phillips		✕
	SC Rover Support	Peter Wotherspoon	✓	
	ASC Rover Support	Regi Caesar	✓	
	ASC Rover Support	Stephen Carter		✕
	Honorary Treasurer	Jody Freeman	✓	
	Environmental PL	Hugh Anderson		✕
Bays	Chair	Rachael Osborne	✓	
	Deputy Chair	Kieren Martin	✓	
	VRC Rep			
	Region RC	Drew Lazenby		✕
Gippsland	Chair	Justin Porter	✓	
	Deputy Chair	Georgia Watson		✕
	VRC Rep	Bailey Jack	✓	
	Region RC	John Ernst	✓	

Committee	Role	Name	Present (✓)	Apology (✕)
Lerderderg	Chair	Hamish Beshara	✓	
	Deputy Chair	Wil Sumbler	✓	
	VRC Rep			
	Region RC	Scotty Harrison	✓	
Melbourne	Chair	Tiffanie Thomas		✕
	Deputy Chair	Rohan Lambert		✕
	VRC Rep	Lili	✓	
	Region RC	Greg Davies	✓	
Mt Dandenong	Chair	Gemma Park	✓	
	Deputy Chair	Izaak Kitching	✓	
	VRC Rep	Sally Henderson Megan Rogers	✓	
	Region RC	Maria Armstrong	✓	
Murray Midlands	Chair	Bella Condello		✕
	Deputy Chair	Mekaela Hopson		✕
	VRC Rep	Michael Hardwicke	✓	
	Region RC	Mark "Barney" Thorton	✓	
Plenty Valley	Chair	Catherine Marley	✓	
	Deputy Chair	Cameron Phillips		✕
	VRC Rep	Nicola Dangerfield	✓	
	Region RC	Jeff McIlvain	✓	
South West	Chair	Lily Twyford	✓	
	Deputy Chair	Fi Freyr	✓	
	VRC Rep			
	Region RC	Scott Manning		✕
Mafeking	Rep	Matthew Barnes	✓	
Surfmoot	Chair	Danny Wallace	✓	
Mudbash	Chair	Lucy Hubbard	✓	
RSM	Chair	Simon Nuccio	✓	
Bogong	Chair	Jesse Lang	✓	
W.F. Waters	Chair	Todd Henderson		✕
MARB	Chair	Maddy Ancill	✓	
Rover Dinner	Chair	Lerderderg Region	✓	
Yearbook	Chair	Catherine Marley	✓	
Guests	SC International	Leah Gibson	✓	



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RESPONSIBLE DRINKING

AVAILABLE RESOURCES FOR ROVERS

TO BE USED IN CONJUNCTION WITH THE ROVERS AUSTRALIA DRUGS AND
ALCOHOL GUIDELINES - RESPONSIBLE ALCOHOL GUIDELINES





STANDARD DRINKS & KEEPING TRACK

Know your standard drinks.



It can be difficult to keep track of how much alcohol you are consuming. Different types of drinks contain different amounts of alcohol. In Australia, legally a standard drink contains 10g of alcohol (12.5ml of pure alcohol) and this will be shown on the bottle. On average, this is how much the human body can process in one hour.

Know what you're drinking. A standard drink is a 12 oz. beer, a 5 oz. glass of wine and a 1.5 oz. shot of whiskey, but many drinks contain much more alcohol than that! 1 cup \neq 1 drink.

When buying single beverages (e.g. in a can) there will be label and can vary anywhere from 0.5 to 2.5 standards, give or take. When buying a bigger bottle of spirits, wine, or other alcohol, this will also be labelled; however when pouring your own drinks, it becomes harder to track the amount of standards you've consumed.

Keeping track of how much you are drinking is one of the most efficient and easiest way to responsibly drink. However, keeping track of your drinks can become difficult due to many reasons including:

- Glass sizes not being the same in different places,
- Different types of drinks containing different amounts of pure alcohol,
- Drinks being mixed with unknown quantities of alcohol, such as in cocktails and alcoholic punches,
- jugs and casks being shared, and



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- Glasses being 'topped up' before they are empty.

These issues can be tackled in many ways including:

- Using a standard measuring unit when pouring your own drinks,
- Only consuming single beverages with their standard drinks clearly labelled, and
- Finishing your first drink before continuing to another one (and optimally having a drink of water in-between).

Other ways to promote keeping track are to tell your friends how many drinks you've had in case you forget, but also so your friends can keep track and help you out if needed. This handy website can also help - <https://drinkwise.org.au/standard-drinks-calculator/#>



BODY PROCESSING ALCOHOL

Another factor to consider to responsibly drink is allowing your body to process alcohol properly. Not only is this healthier for your body (liver especially), but it also helps prevent a hangover.

We know that in Australia a standard drink contains 10g of alcohol (12.5ml of pure alcohol), and on average, this is how much the human body can process in one hour. Keeping track of your drinks is great to understand what your limits are, but there are many factors that can affect your level of intoxication and how your body process alcohol.

Pro tip: Know your limit and stick to it. Make a plan of how many drinks you're allowed and stick to it.

You and your friend have both had three standard drinks, but you are feeling more intoxicated. Why could that be? Consider 'human' factors that can affect how your body processes alcohol, including:

- Age,
- Amount of fat or muscle,
- Amount of food in your stomach,
- Drinking history,
- Sex,
- How fast you drink,
- Mental health and emotional state,
- Other chemicals in your drinks,
- Other medications and drugs in your system,
- Physical health, and
- Tolerance to alcohol.

Alcohol affects everyone differently, not only in amount of consumption and immediate effects of intoxication, but also in behavioural changes and alcohol processing capacities.

So how does your body actually process alcohol? This information is not necessary to be able to responsibly drink – you shouldn't need to know the biology behind alcohol processing to know that throwing up means you've drunk too much! This information can be handy to understand what is going on with your body, and how it actually processes alcohol, so if you're interested read on!

Alcohol facts and effects infosheet

What happens when I drink alcohol?

In a shot

- Alcohol is a drug and can affect the body in many ways.
- Once swallowed, alcohol is rapidly absorbed into the blood and moves to all parts of the body, including to an unborn baby.
- The liver breaks down most of the alcohol at an average rate of one standard drink per hour.
- A small amount of alcohol leaves the body through the skin, in the breath and in urine.
- The amount of alcohol in the blood at any time varies depending on the amount, the strength and how quickly the alcohol is consumed. Individual factors also contribute, such as body type, age, gender, and how well the liver can break down alcohol to use for energy.

How does alcohol get into my blood?

1. In my mouth

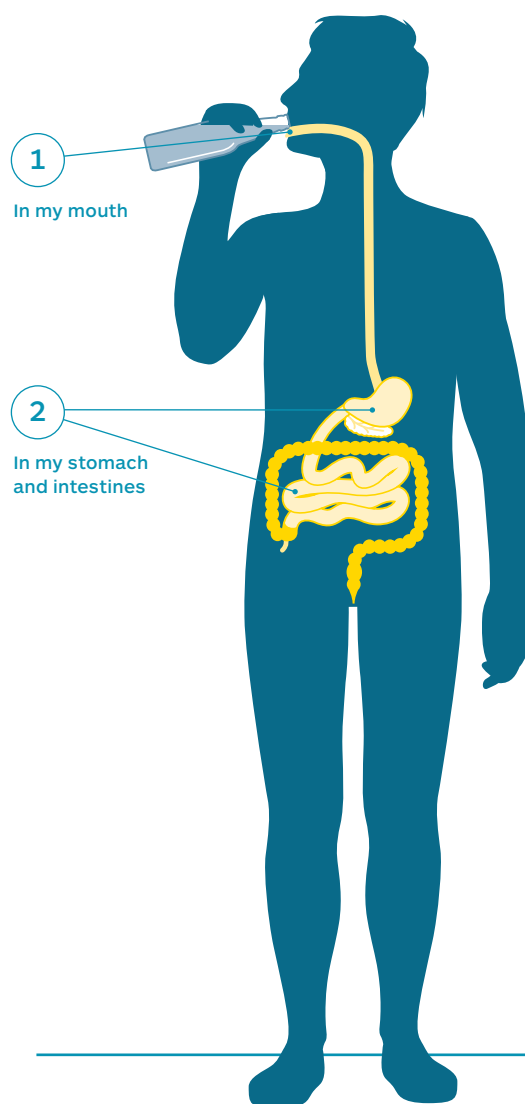
A small amount of alcohol immediately moves into the small blood vessels in the mouth and the tongue.

2. In my stomach and intestines

Up to 20% of alcohol passes through the stomach into the blood. If the stomach is empty, alcohol moves quickly down into the intestines.

If there is food in the stomach, alcohol stays in the stomach longer so more is absorbed through the stomach. An enzyme in the stomach also has time to break down some alcohol before most of the alcohol moves down into the intestines.

The remaining 75% to 85% of alcohol is absorbed through the small intestine into the blood.



What happens to the alcohol in my blood?

1. In my blood and circulation

Alcohol is very quickly moved around the body in the blood stream to all parts of the body. Alcohol stays circulating in the blood until the liver is able to break it down.

2. In my liver

The liver filters the blood and breaks down 80% to 90% of the alcohol (with the help of enzymes) to water, carbon dioxide and products the body uses for energy (calories/kilojoules). The liver can only break down alcohol at an average rate of one standard drink per hour.

3. In my kidneys and urine

The kidneys filter blood, balance the amount of fluid in the body and remove wastes (into urine). Alcohol makes the kidneys work harder and they produce more urine. Up to 10% of alcohol leaves the body in the urine.

4. Whole of my body

Very high levels of alcohol in the body can lead to slowed breathing, loss of consciousness and death.

5. In my brain and nervous system

Alcohol in the blood quickly moves to the brain. Effects can be felt within five to ten minutes after drinking. They can include mood changes and impaired ability to think, coordinate movement and lay down memories (blackouts).

6. In my lungs

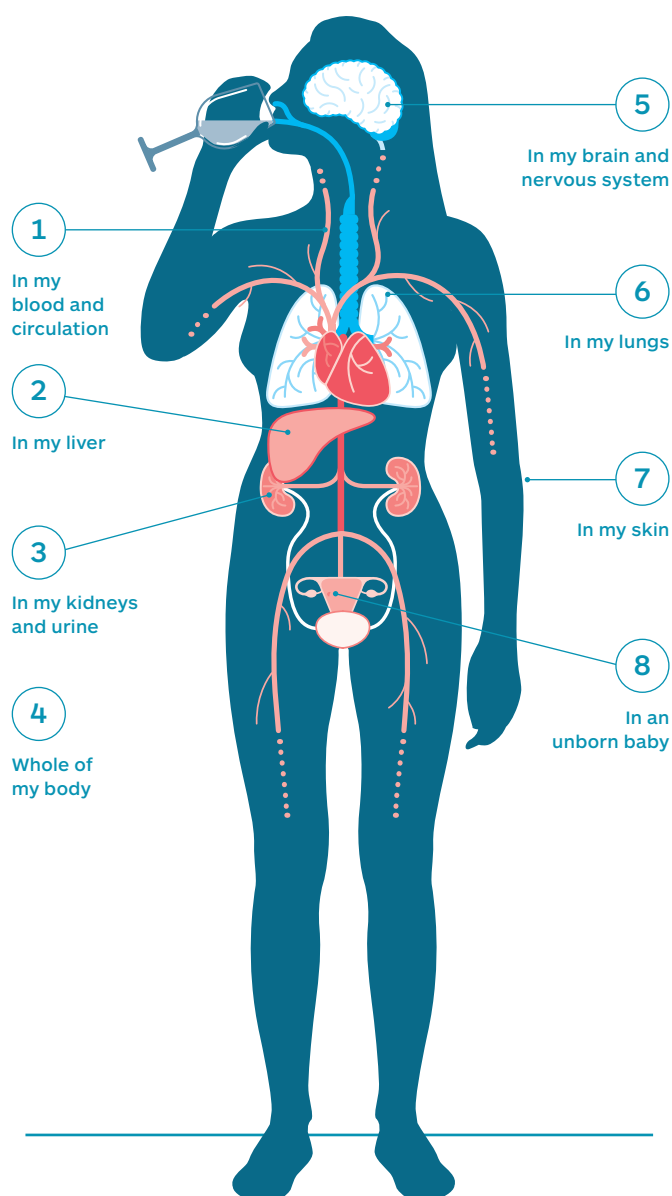
Some alcohol is evaporated from the blood through the lungs into the breath. Up to 8% of alcohol is breathed out. This is the alcohol that a breathalyser measures.

7. In my skin

A small amount of alcohol evaporates from the fine blood vessels just under the skin. Alcohol can also be absorbed through the skin.

8. In my unborn baby

Alcohol passes back and forth through the placenta from the blood of the mother into the unborn baby. The baby is exposed to the same blood alcohol levels but can't break it down like the mother can. Drinking alcohol at any stage of pregnancy can affect the development of the baby and have life-long effects.





EFFECTS OF DRINKING

While alcohol affects each of us differently, regularly drinking to excess can cause problems in both the short and long term.

Short-term Effects

- Alcohol poisoning, coma and death
- Blackouts
- Blurred vision
- Drowning
- Fires
- Flushed appearance
- Headache
- Injuries associated with falls, accidents, violence and intentional self-harm
- Intense moods (aggression, elation, depression)
- Lack of co-ordination
- Loss of inhibitions and a false sense of confidence
- Motor vehicle, bicycle and pedestrian accidents
- Nausea and vomiting
- Reduced concentration
- Slower reflexes
- Slurred speech

Long-term Effects

- Alcohol dependency
- Alcohol related brain injury
- Cancers – including cancer of the mouth, pharynx, larynx, oesophagus, bowel (in men) and breast (in women)
- Cirrhosis and liver failure
- Concentration and long-term memory problems
- Family and relationship problems
- Heart and cerebrovascular diseases including hypertension and stroke
- Legal and financial difficulties
- Poor nutrition
- Poor work performance
- Problems with the nerves of the arms and legs
- Sexual and reproductive problems (impotence, fertility)
- Skin problems
- Stomach complaints and problems



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Excessive drinking can have harmful effects on your health. Many Australians enjoy having a drink, but not a lot of people realise how alcohol can affect their physical health. To find out more - you can check out this interactive website:<https://drinkwise.org.au/alcohol-and-your-health/#>

10 RESPONSIBLE DRINKING STRATEGIES



1. Stay with the same group of friends the entire time drinking.



2. Use a designated driver



3. Eat before and/or during drinking



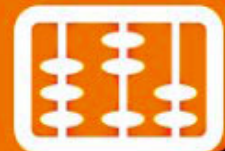
7. Determine in advance not to exceed a set number of drinks



6. Avoid Drinking Games



5. Stick with only one kind of alcohol



4. Keep track of how many drinks are being consumed



8. Have a friend let you know when you have had enough



9. Alternate non-alcoholic with alcoholic beverages



10. Pace drinks to one or fewer per hour



DRINKING AND DRIVING

For starters, this is a big no!

Here are some pretty confronting facts about Australia if you don't believe me:

- Each year around 25 people, or 1 in 6 deaths, had a BAC of over 0.05;
- 77% of licence holders, around 2.7 million people, will drive after having one to two drinks;
- Around 175,000 people admit to driving when they're over 0.05; and
- 1 in 6 people that are breathalysed are driving while over the limit.

Blood Alcohol Concentration (BAC) is a measurement of the amount of alcohol in the body. BAC is measured in grams of alcohol per 100 millilitres of blood. The BAC limit is 0.05. This means that a driver's body must contain less than 50 milligrams of alcohol per 100 millilitres of blood. A driver's BAC is measured by a simple breath test procedure. Most people find it difficult to gauge their own blood alcohol level as there are so many factors that you need to consider.

If the facts don't scare you then let's go even deeper: why is drink driving so dangerous? Driving while under the influence of alcohol affects perception, vision, concentration, reaction time and causes drowsiness, all of which increase the chances of having an accident. Due to the differences in intoxication and alcohol effects, there is no actual 'safe' amount to drink when planning to drive; a BAC of 0.05 represents the absolute maximum but if you have a BAC below this and feel affected by alcohol then play it safe and don't get behind the wheel. If people avoid driving after drinking, the number of road fatalities could be reduced by up to 20% each year. That's around 50 lives every year that could be saved. These figures not only include drivers, but also the innocent people involved in these accidents.

Driving is considered a complex task, as it requires absolute focus and is not something that can be multi tasked. This requirements explains the strict laws and regulations around phone usage. Driving requires decision making and total concentration. Alcohol affects a driver's ability to be totally in control of their actions and hence not give their total focus to this complex task.

BAC levels and their Effects

According to the TAC (Transport Accident Commission), research reports the following effects a person observes as BAC increases:



- 0.02 to 0.05 BAC - the ability to see or locate moving lights correctly is diminished, as is the ability to judge distances. The tendency to take risks is increased, and the ability to respond to several stimuli is decreased.
- 0.05 to 0.08 BAC - the ability to judge distances is reduced, sensitivity to red lights is impaired, reactions are slower and concentration span shorter. At 0.08 BAC drivers are five times more likely to have an accident than before they started drinking.
- 0.08 to 0.12 BAC - euphoria sets in, overestimation of one's abilities leads to reckless driving, peripheral vision is impaired (resulting in accidents due to hitting vehicles in passing) and perception of obstacles is impaired. Drivers are up to 10 times more likely to have an accident.

Who is most at risk?

Sadly, we are. The Rover youth group aged between 18 - 26 are the most at risk of drink driving. Drivers who are between the ages of 16 and 20 years old are 10 times more likely to be involved in a fatal crash than drivers over the age of 21. The second highest alcohol-related crash risk includes individuals between the ages of 21 to 24¹.

Many of these accidents involve binge drinking; a form of consuming too much alcohol in a short period of time which is a common dangerous phenomenon amongst youth.

So, what can we do to stay safe and responsibly drink and drive?

First things first, try and organise yourself before you arrive at wherever you are attending. It's going to be much harder and less safe to organise once you're drunk!

Here are some ways to get home safe:

- If you're going to drink, plan not to drive.
- If you're somewhere that has limited public transport options, arrange to have a designated driver or to stay the night.
- Make use of public transport. There are also late night options such as the nightrider bus.
- Book a taxi, Uber or other rideshare option.

¹ <https://www.alcoholrehabguide.org/alcohol/crimes/dui/>



ROVER SCOUTS VICTORIA

152 Forster Rd,
Mount Waverley VIC 3149
www.vicrovers.com.au

- Discuss and organise with your friends beforehand if any are going to be sober and talk to them about being your DUDE (Designated Unimpaired Driver Extraordinaire).



BINGE DRINKING

Binge drinking is when you consume in one session an excessive and unhealthy amount of alcohol. This can occur once, or on a continuous basis. It is very risky to your health and wellbeing. The Australian guidelines recommend that adults should not drink more than 4 standard drinks over two hours, but at least 1 in 4 Australians over the age of 14 drinks more than this, therefore drinking a risky amount of alcohol at least once a month.

Binge drinking is most common among younger adults aged 18–34 years, putting Rovers most at risk. Binge drinking is twice as common among men than among women.

What's so bad about binge drinking?

Lots of problems are linked to binge drinking, and not all of them are obvious or short-lived. It doesn't matter how old you are, what gender you are, or what size you are, binge drinking damages your health. Alcohol kills and injures many people each year.

Alcohol dramatically affects your behaviour and brain function, so drinking excessively can hinder your conscious choices and behaviours. This can lead into situations where you wouldn't normally be and do things you wouldn't normally do such as:

- Damaging your reputation, which can affect your work or your family,
- Having unprotected sex and risk a sexually transmitted infection (STI) or pregnancy,
- Embarrassing yourself, and
- Losing valuable items, such as your wallet, purse or mobile phone.

In addition to the long term effects of alcohol, there are also long-term effects of binge drinking which include:

- Problems at school, at work and with relationships,
- Risk of emotional and mental health problems, such as depression and anxiety,
- Physical and psychological dependence on alcohol, and
- Health effects, such as damage to the brain and liver and increased risk of certain cancers.



How can we prevent binge drinking?

Binge drinking can be prevented at an individual level all the way up to organisational culture. Recommended strategies include:

- Using financial disincentives, including increasing alcohol taxes. This means that buying alcohol and alcoholic beverages is more expensive than non-alcoholic alternatives.
- Limiting the number of retail alcohol outlets that sell alcoholic beverages in a given area.
- Holding alcohol retailers responsible for the harms caused by illegal alcohol sales to minors or intoxicated patrons (dram shop liability).
- Restricting access to alcohol by maintaining limits on the days and hours of alcohol retail sales.
- Consistently enforcing laws against underage drinking and alcohol-impaired driving.

At an individual level, strategies can include:

- Not encouraging drinking games.
- Ensuring there is hearty food and water available and plentiful.
- Taking breaks between drinking, and ensuring your friends are too.
- Holding yourself accountable, and sticking to your limits.

Alcohol. Get the facts.

Excessive alcohol consumption can affect your health and impact people around you.

Many Australians enjoy having a drink, but not a lot of people realise how alcohol can affect their physical, social and mental health. When enjoyed in moderation, alcohol can form part of a healthy lifestyle that includes good diet and exercise.

It is important to drink moderately.

To reduce the risk of harm from alcohol-related disease or injury, healthy men and women should drink no more than 10 standard drinks a week and no more than four standard drinks on any one day.

Here are some tips:

- Set limits and stick to them.
- Alternate between alcoholic and non-alcoholic drinks.
- Be mindful of how often you reach for your drink.
- Have something to eat before or while drinking.
- Try drinks with a lower alcohol content.
- Avoid shouts or rounds that pressure you to drink at someone else's pace.
- Be mindful of other people topping up your drinks.

Think you need some help?

Questions to ask yourself:

- Can you control when you start or stop drinking?
- Do you have trouble controlling how much you drink?
- Have you been unable to meet family, personal or work commitments because of your drinking?
- Have you often felt guilty or remorseful after drinking?
- Has a relative, friend, doctor or other health care professional been concerned about your drinking or suggested that you cut down?

Visit DrinkWise.org.au for more information about support services.

Standard drinks.

In Australia, a standard drink refers to 10 grams of alcohol, but it's worth remembering that the amount of alcohol varies across different drinks.

The alcohol volume is stated on the label of packaged drinks. It's hard to judge in non-packaged drinks – the Standard Drinks Calculator on the DrinkWise website can help estimate this.



The pregnancy label is included on alcohol products and packaging as another way to inform the community that drinking alcohol while pregnant can cause lifelong harm to your baby. The DrinkWise Get the Facts logo directs consumers to the DrinkWise website, which contains moderation tips and health advice relating to alcohol consumption.

How alcohol affects your driving.

Australia has strict laws about drinking alcohol and driving, with the legal limit set at .05 blood alcohol concentration (BAC) for full licence holders. Learners and probationary licence holders must have a .00 BAC. Other licence types may vary.

The effects of alcohol on driving can include:

- reduced ability to judge speed and distance
- false sense of confidence and increased tendency to take risks
- reduced coordination and concentration
- slower reaction times
- impaired vision and impaired perception of obstacles.

Excessive drinking may also mean that you still have alcohol in your system the next day.

If you are going to drink, the safest option is to arrange alternative transport or accommodation ahead of time. Stay at a friend's place, use public transport or a ride-sharing service, or choose a designated driver to ensure you get home safely. There is no such thing as 'safe drink-driving'.



Find these tools and more info at DrinkWise.org.au



Body Health Tool

The interactive DrinkWise Body Health Tool provides information on the effects of alcohol on the body.



Standard Drinks Calculator

The DrinkWise Standard Drinks Calculator provides standard drink and calorie information across a range of beverages.

DrinkWise.org.au

The facts.

Some effects of alcohol on your body.



YOUR BRAIN: Alcohol slows down the central nervous system which, in turn, impacts almost all of the body's cells and systems. Alcohol misuse may cause alcohol-related brain impairment or brain injury.

YOUR SKIN: Alcohol dehydrates your body including skin – our largest organ. Over time, drinking heavily can have other, more permanent effects on your skin.

YOUR IMMUNE SYSTEM: Alcohol can suppress the immune system, particularly in long-term or excessive drinkers, making you susceptible to illness.

YOUR HEART: Long-term and excessive drinking can increase your risk of developing heart disease, high blood pressure, weakening of the heart muscle and heart failure.

YOUR BREASTS: Breast cancer is the most prevalent cancer among women. Studies indicate a relationship between alcohol consumption and the risk of developing breast cancer. Of course, drinking alcohol does not mean you will automatically get breast cancer, but it does mean your risk of developing it will be increased. How much you drink over your lifetime is what increases the risk, therefore, you should stick to the Australian Government's national drinking guidelines.

YOUR LIVER: Regularly drinking to excess may result in a fatty liver which can affect this organ's important function. Continued excessive drinking may result in the liver becoming inflamed, causing alcoholic hepatitis or permanent liver scarring (cirrhosis) and subsequent liver cancer.

YOUR PANCREAS: Continuous and excessive drinking can lead to pancreatitis. This can lead to permanent pancreatic damage and increases the risk of pancreatic cancer.

YOUR STOMACH: Alcohol may irritate the stomach lining which can bring on nausea, vomiting and sometimes diarrhoea. Long-term, excessive drinking has been associated with increased risk of upper gastrointestinal cancer including stomach cancer.

MALE REPRODUCTIVE SYSTEM: Drinking alcohol can decrease sex drive and performance. Alcohol can also reduce the amount of testosterone in the blood with heavy consumption of alcohol increasing the risk of male fertility problems.

FEMALE REPRODUCTIVE SYSTEM/PREGNANCY: Drinking excessive amounts of alcohol can affect a woman's menstrual cycle and ovulation. This may make it difficult to conceive a healthy baby. To prevent harm from alcohol to their unborn child, women who are pregnant or planning a pregnancy should not drink alcohol. For women who are breastfeeding, not drinking alcohol is safest for their baby.

Prenatal alcohol exposure can cause Fetal Alcohol Spectrum Disorder (FASD). This is a term used to describe a range of conditions that result from brain damage caused by alcohol exposure before birth. Other effects of alcohol exposure during pregnancy can include miscarriage, stillbirth, premature birth and low birth weight.

YOUR BOWEL: Alcohol may cause bowel irritation and may trigger symptoms of irritable bowel syndrome. Excessive drinking can increase the risk of colon cancer.

YOUR KIDNEYS: Alcohol has a diuretic effect which means it tends to make you pass more urine. Drinking to excess can cause a substantial increase in urine flow and lead to excessive losses of body fluid and marked dehydration.



BEING SOBER IN AN ALCOHOLIC ENVIRONMENT

Staying sober when everyone around you is drinking is a tough feat. You should be proud of yourself for not only withstanding peer pressure, but also respecting your own limits and acknowledging your own boundaries. This can be difficult, but there is still a lot of fun to be had.

If you're not drinking, there are many great ways you can help out:

- Volunteer to be the DUDE – Designated Unimpaired Driver Extraordinaire. You usually get free food!
- Serve food. This deemphasises the importance of alcohol and also sends the message that intoxication is not desirable. Push snacks. Make sure that people are eating.
- Do anything you want - because alcohol isn't imparting your judgement! This a great opportunity to do fun stuff you can't usually do at parties.

How to Have Fun and Stay Sober at a Party

Sometimes, being sober at a party is the hardest choice you have to make. Maybe you're a recovering alcoholic, maybe you're staying on the cautious side as you're a bit worried about your current drinking habits, maybe you've chosen to never drink in your life or maybe you just don't feel like drumming tonight. All of these reasons and so many more are totally valid and acceptable! It can feel daunting being sober at an event or party, especially when you're the only one there. Here are some easy tips on how to still have a great time sober:

1. Expect to Have Fun

There is a difference between sober and somber. You can have just as much fun (if not MORE) as anyone who is drinking alcohol. When we are sober, we are awake. The colors are brighter, the music is more beautiful and food tastes better. So go fix yourself a plate of food, laugh like never before, dance and have fun! You are free now. Enjoy it!

2. Be the Bartender

When you start making drinks for the party, you get to talk to everyone. And everyone is impressed that the sober person makes a damn fine cosmo! Of course, please act and serve responsibly and only serve alcohol if you have your RSA.



3. Learn some secrets

This is a great opportunity to practice your social skills. Intentionally or not, people often try steering the conversation back to themselves. When at a party, make a conscious effort to keep the other person talking. This will not only help you to learn conversational tactics and skills, but people will tell you all sorts of things!

4. Order fancy mocktails

Just because you don't drink alcohol doesn't mean you can't have fancy drinks - and if anything, mocktails are usually cheaper! There are a number of soft beverage recipes out there that are delicious and look incredible.

5. Just watch

Channel your inner Jane Goodall and watch the mean girls jungle unfold. A party is the perfect place to study all kinds of drunk, human behaviour. Witness complex mating rituals, overt displays of high ego behaviour, bizarre eating habits, and other wildly interesting behavioral patterns. Who am I kidding? Sit back and enjoy the drama!



SUPPORTS

RESPONSIBLE DRINKING

USEFUL INFORMATION



ALCOHOL UNITS PER DRINK TYPE

25 ML SHOT OF SPIRITS = 1 UNIT
75ML WINE = 1 UNIT
1 BEER = 1,5



LEGAL BREATH ALCOHOL LIMIT IN SOUTH AFRICA
<0,24MG PER 100ML

LEGAL BLOOD ALCOHOL LIMIT IN SOUTH AFRICA
<0,05G PER 100ML



USEFUL TIPS



CONTACT NUMBERS



PAARL RADIO TAXIS 021 872 5671
GOODFELLAS 0861 433 552



MEDI CLINIC PAARL 021 807 8000
ER 24 084 124

QUICK GUIDE TO RESPONSIBLE DRINKING



USEFUL TIPS to stay safe while drinking





'Drinking – Do It Properly'

Quoted directly from the website - 'In early 2014, DrinkWise launched an Australian-first social marketing campaign designed to influence young Australian adults to drink responsibly – by moderating the intensity and frequency of binge drinking occasions.'²

This "Drinking - Do It Properly" campaign by Drink Wise aims to provides resources and encourage to young adults to change the emphasis on drinking and emphasis the ongoing trend of binge drinking in the hopes of making this concept less socially acceptable among young adult drinkers, and simultaneously aims to support those who already drink in safe and moderate ways.

This campaign follows staggering high amounts of research in the field, including nationwide research conducted with young Australians which indicated high levels of binge drinking behaviour. To date, the follow up evidence suggests this campaign is making strong inroads into a better drinking culture.

This campaign acts through a variety of social media channels and operates using videos, photos and discussion posts. It speaks very openly and freely about the real and often relatable consequences of 'less than classy' drinking.

The campaign acknowledges that change takes a long time, especially when it involves mass influence and a potentially controversial cultural shift. For this reason, the first goal of the campaign is to reframe perceptions especially social in regards to young peoples, especially attitudes towards drinking, shifting the perception towards drinking moderately as 'cool and sophisticated'.

Catch all the great photos and info here - <https://www.howtodrinkproperly.com/>

"You'll find no wasted selfies here, friend. Just some classy tips on how to drink properly. Content suited to those 18+." & "The internet remembers, so drink properly"

² <https://drinkwise.org.au/our-work/drinking-do-it-properly/#>



EXTERNAL RESOURCES AND REFERENCES

- <https://drinkwise.org.au/>
- <https://www.howtodrinkproperly.com/>
- <https://adf.org.au/insights/what-is-a-standard-drink/>
- [https://www.alcohol.org.nz/alcohol-its-effects/about-alcohol/what-happens-when-you-drink-alcohol#:~:text=Most%20\(90%25\)%20of%20the,into%20urine\)%20and%20in%20sweat.](https://www.alcohol.org.nz/alcohol-its-effects/about-alcohol/what-happens-when-you-drink-alcohol#:~:text=Most%20(90%25)%20of%20the,into%20urine)%20and%20in%20sweat.)
- <https://www.alcoholrehabguide.org/alcohol/crimes/dui/>
- https://www.tac.vic.gov.au/road-safety/staying-safe/drink-driving?gclid=Cj0KCQjw4cOEBhDMARIsAA3XDRIoTt3_n4KrVMhQMzKx759Tw0tln3vSIB0PgAtXld3ue1mfZPLK6UgaAia4EALw_wcB
- <https://www.healthdirect.gov.au/binge-drinking>
- <https://www.cdc.gov/alcohol/fact-sheets/binge-drinking.htm>
- <https://venturarecoverycenter.com/how-to-stay-sober-at-a-party/>
- <https://www.self.com/story/ways-to-have-fun-as-the-only-sober-person>



Mafeking Rover Park

www.mafekingroverpark.com

Caveat, Victoria



Mafeking Rover Park Committee of Management 2020-2021

COMMITTEE ORGANISATION

Proposal

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Introduction

This document provides a proposal for a structure change of the Committee of Management for Mafeking Rover Park.

The current structure has been in place since 2015, where it saw the "flat" committee structure changed into two groups. Operations and Administration.

With the change, there was no support for the changes and the committee reverted to a "flat" structure. Due to this and other changes in the Rover Section, the New Program and support, it is felt that this is the time to re-look at this structure to build a community of people that want the best for Mafeking Rover Park.

This proposal looks to the new Program for inspiration and provides policy changes to help build the support for the Rovers that run "the Park" in a way that keeps it moving forward and not falling into the same traps on a yearly cycle.

This new structure hopes to promote new pathways for Rovers to value-add to their Rovering Career. Multiple Avenues exist to develop Leadership skills through the Patrol Leader and Assistant Patrol Leader roles inside a range of disciplines.

Cohorts

It isn't just Rovers that help keep the Park open. To help understand the different parties involved at Mafeking Rover Park, this section provides some clarity on some of the groups of people that assist the Committee of Management.

Rovers

Rover Scouts are Youth Members of Scouts Victoria. This Cohort is aged from 18 through to 26 years of age and is responsible overall for Mafeking Rover Park.

Feedback to Mafeking Rover Park is that the committee appears political and the general Rover is disinterested to join. This has led to multiple VRC Sub-committee sharing the same committee members.

Rover Major Event Committees

Rover Scout Motorsport and Mudbash provide Rovers with events that run at Mafeking. These two groups specifically look at Motorsport as the main theme of their events.

Ex-Committee

Ex-Committee members are exactly that, past committee members of the Mafeking Rover Park. Members of this Cohort contain loads of information in regards to the history and operation of the Park.

Mafeking Rover Crew

Mafeking Rover Crew was set up to provide an honorary formation for people that had provided service to the park nominated by peers. In the past, there was also a "Service Crew" but this was merged into the Rover Crew.

Australian Scout Fellowship – Mafeking Rover Park

This cohort has a Primary membership of Past Rovers wishing to keep their membership active with Scouts Victoria.

Mafeking Rover Park Amateur Radio Group

A group of Scouting Members that provide Radio services to Mafeking Rover Park and take part in Contests using Radio equipment. The Radio Group are primarily active for the JOTA weekend in October and the John Moyle Field Day in March.

Interested Parties

Members of Scouts Victoria such as leaders and Venturers who wish to provide their time towards helping the Mafeking Rover Park.

Proposal

This section outlines the proposal for the structural change for Mafeking Rover Park. Each change is outlined as its own heading.

Name

Share across all committees is the issue to find members to participate in the running of assets and events. One proposal is to rename the committee to the **Mafeking Rover Park Management Group** in place of the **Mafeking Rover Park Committee of Management**.

Removing the word “Committee” removes the element of Politics out of the name, with hoping to have the Group more inviting.

Executive

Combine Vice-Chairman Administration & Vice-Chairman Operations

Under the proposal, Administration and Operations fall into specific Patrols. One vice-chairman role is dropped with the other reverted to supporting the Chairman with the overall responsibility of the park.

Rename Treasurer to Honorary Treasurer

Mark Barraclough has been the Mafeking Treasurer for many years. This rename corrects the title of the **Treasurer** to **Honorary Treasurer** in line with other Victorian Rover Council committees.

Executive Positions

The Executive for the Mafeking Rover Park Management Group is made up of the following Positions:

- Chairman
- Vice-Chairman
- Secretary
- Treasurer
- Rover Advisor – Operations
- Rover Advisor – Strategic Development and Planning

The executive is extended to representatives of the Victorian Rover Council:

- VRC Chairman or Delegate
- State Commissioner – Rover Support or Delegate

Patrols

Moving to a Patrol based system is in line with the New Program and presents the ability for Mafeking Rover Park to have agility in its operation. As new functions and features are added to Mafeking, new patrols can be created or disbanded as required.

Initially, the Patrol system is based on the Australian Inter-Service Incident Management System (AIIMS) used to manage bushfire and other large emergencies providing a structure based on the principles of management by objective, functional management and span of control. The patrols are:

- Admin
- Logistics
- Operations
- Planning

Each patrol is lead by a Patrol Leader and Assistant Patrol Leader. Mafeking suggests that the makeup of the Patrol Members inside a patrol is at the discretion of the PL and APL with the Executive.

Admin Patrol

The Admin Patrol is tasked with looking after the Administration side of Mafeking Rover Park. They are asked with getting new hirers and users while maintaining and looking after our existing.

Patrol Objectives

- Maintain longevity with long term bookings and major hirers
- Oversees management of hirer enquiries, park calendar and invoicing of hirers
- Ensure relationships are maintained and dates are tentatively booked in yearly
- Market both within the Scouting Community and members of the Public
- Maintain a list of vendors that can be supplied to Hirers to assist with the running of their events
- Coordinate high energy events for members of Rovers and Scouting
- Brief Rangers on their upcoming hirers and any special needs as required
- Provide training to Rangers with the running of the infrastructure at the park
- Work with the other Patrol Leaders to ensure that requirements from hirers are fulfilled

The suggested roles for Patrol members are:

- Bookings Support
- Major Hirer Account Executive
- Marketing and Public Relations Manager

Logistics Patrol

The Logistics Patrol works closely with the Operations Patrol and is responsible for the day to day sourcing and providing consumables to the park and equipment management.

Patrol Objectives

- Maintain a wide-ranging fleet of vehicles and small motor machinery
- Oversees management and maintenance of equipment and tools to help with the upkeep of the park
- Coordinate the Canteen at Mudbash and assist with catering at Mafeking events such as Mafeking Masters
- Oversees management of consumables (Toilet paper, cleaning supplies, rubbish, etc)

The suggested roles for the Patrol members are:

- Food Services
- Mechanical Maintenance
- Quartermaster

Operations Patrol

The Operations Patrol is responsible for the operations of the Park, maintaining a safe and hireable asset to VicRovers and its hirers.

Patrol Objectives

- Maintain and develop high-quality facilities for Rovers and hirers to use
- Develop fire safety and management plans for a large rural property
- Oversees management and maintenance of buildings and infrastructure
- Perform small projects to uplift the park
- Maintain a list of Working Bee task sheets and help Coordinate the Monthly Working bees
- Maintain a list of contractors that can be engaged to help support the park with Earthworks, Building, Electrical, Plumbing, Fencing etc

The suggested roles for the Patrol members are:

- Building Maintenance
- Fire Prevention Officer
- IT / Network Administrator
- Working Bee Coordinator

Planning Patrol

The Planning Patrol looks at the current and plans for the future of the Park.

Patrol Objectives

- Build a strong long-term future for Mafeking Rover Park
- Build solid Scouting orientated activity programs for users of the park
- Exposure to a diverse range of flora and fauna with over 300 acres
- Help build the activities and infrastructure for the future growth of the Park
- Secure additional funding for projects and operations through Grants
- Perform small projects to uplift the park

The suggested roles for the patrol members are:

- Business Plan Officer
- Environmental Officer
- Knowledge Management Officer
- Site Development Officer

Interaction with Motorsport Stakeholders

Rover Scout Motorsport is the governing body that oversees all Rover related Scout events. Motorsport is a key stakeholder for the park. After all, it was the reason why Mafeking was purchased.

For many years, the knowledge inside the Mafeking Committee around Motorsport has grown less and less which has lead to disagreements between the two committees and event committees. The Mafeking committee is wanting to engage with Rover Scout Motorsport as a peer to ensure that the motorsport side of the park is represented with the latest up to date knowledge of the requirements.

In the proposed Structure, the RSM Chairman and their Delegate (who would normally be the same person for the annual term) become the PL and APL of the Motorsport Patrol and are provided with two seats on the new structure.

Motorsport Patrol Objectives

- Actively facilitate any developments concerning Motorsport infrastructure at Mafeking
- Provide input for Hirers that wish to use Motorsport infrastructure

Interaction with Future MPAC Committee

The Multi-purpose Activity Centre is a venture being proposed by the Victorian Rover Council to develop new facilities at Mafeking Rover Park. Once the Victorian Rover Council approves the building, it is assumed that it will be run by a separate committee.

In the proposed structure, the MPAC Chairman and their Delegate (who would normally be the same person for the annual term) are provided with two seats on the new structure. This is the interim solution proposed by Mafeking.

MPAC will need to coordinate with the Administration Patrol for Hirers and the Park Calendar.

Mafeking Rover Crew

At this stage, no changes are destined directly to the Mafeking Rover Crew.

However, a KPI is placed on the Mafeking Rover Park Management Group to nominate four worthy people to join the Mafeking Rover Crew each year.

Friends of Mafeking

To try and take advantage of the Mafeking Rover Crew, Fellowship, the Radio Group, Leaders, interested Rovers, and past Committee members, the proposed structure includes the formation of the "Friends of Mafeking" group.

Mafeking is a volunteer organisation and relies on peoples good will and faith to improve the park.

Title

"Friends of Mafeking" is the working title for the group. This can be changed.

Engagement

General members of the Friends of Mafeking Group can provide voluntary service after discussions and endorsement with the Management Group. Members wishing to be more actively involved can make contact with the appropriate Patrol Leader and become members of that patrol should the Patrol wish them to join.

Members of this group are able to assist the Management Group with multiple roles including being a Ranger for Hirers. During activities such as Rangering, the member is delegated authority in the same way as Members of the Management Group.

Communication

Facebook and an Email distribution list would be formed on the initial creation of the group. Membership lists would need to be maintained by the Management Group, with a quarterly email newsletter going out to all members to keep them informed of "what is going on in the park" and "what is on the horizon".

Registration

It is expected that any person wishing to be a part of the "Friends of Mafeking" are active members of Scouts Victoria. This is to protect the person and the organisation for insurance reasons regardless of if it is onsite or offsite.

If they are not a member, the Australian Scout Fellowship – Mafeking Rover Park is one option for a person to join the Organisation.

Required Policy Changes

Elections

At the time of the election at the Annual General Meeting (AGM), the voting positions are vacated and open for election.

Once the Patrol Leader and Assistant Patrol leader have been elected, the makeup of the Patrol Members inside a patrol is at the discretion of the PL and APL with the Executive.

Membership requirements

For all voting positions, persons wishing to apply for those positions must be registered members of the Victorian Rover Section.

All members of the patrols excluding the Patrol and Assistant Patrol Leaders must be registered members of Scouts Victoria. These roles can be filled by Rovers or other interested persons as per the Job descriptions.

Voting

In the proposal, the voting is limited to Patrol and Assistant Patrol Leaders with the Executive. The MRP Voting Positions forms the basis from which to calculate the quorum of 50% + 1. The Quorum is 6.

RSM and MPAC committees are afforded two votes each but these are not counted when determining the Quorum. Any voting relating to the representative responsibilities and primary areas of interest cannot occur without those representatives present.

The Chairman does not vote but holds a casting vote when the result is tied.

MRP Voting Positions

- Vice-Chairman
- Secretary
- Admin Patrol PL
- Admin Patrol APL
- Logistics Patrol PL
- Logistics Patrol APL
- Operations Patrol PL
- Operations Patrol APL
- Planning Patrol PL
- Planning Patrol APL

Additional Voting positions

- RSM Chairman
- RSM Delegate
- MPAC Chairman (Future)
- MPAC Delegate (Future)

Meeting Structure

Mafeking Rover Park Management Group Town Hall

First Monday of the Month – This meeting records the business and voting of the Management Group. The official minutes are produced, requiring each Patrol to provide reports on the progress of their responsibilities.

Patrol Communication/Toolbox

As determined by the Patrol either physically or Virtually. It is promoted that each patrol has a Facebook Messenger, WhatsApp chat or other methods to keeping in touch with each other.

Working Bee Huddle

Monday before the Working Bee (Third Monday of the Month).

This is made up with at least the PL, APL of each patrol plus the Chair and Vice-Chair to help coordinate the supplies and dependencies for the Working Bee the following Weekend.

Appendix A: Job Descriptions – Exec and Patrol Leaders

The following pages outline the Job descriptions for Mafeking Rover Park Executive and Patrol Leaders.



Title	Chairman
Reports to	Victorian Rover Council
Measurement	Membership, Quality and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

The Victorian Rover Council is seeking a Rover to join the Team to fulfil the role of Chairman of the Mafeking Rover Park Management Group. This role is open to all Rovers currently registered within Victoria who have experience on the Mafeking Rover Park Management Group and are interested in leading the Mafeking team for 2021-22.

The Mafeking Chairman in conjunction with the vice-chairman and Patrol Leaders, maintaining the day-to-day running of the Park and future growth. There are great opportunities to leave a significant mark on the Park for the next generation to benefit from.

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Leadership

- Chairing the monthly town gall and should ensure that required actions are followed up
- Responsible for submitting a monthly report to VRC
- Attend the Victorian Rover Council Monthly Meeting regularly
- Produce an Annual Report one month before the date of the AGM detailing the work done which is relevant to the duties of the Chairman
- Make the right decisions on behalf of the management group as circumstances dictate, but these decisions should be notified to the Team and ratified at the first opportunity.
- Ensure monthly and weekly duties are completed at working bees and hirer events

2. Strategic Plan

- Execute works in the Mafeking Rover Park Strategic Plan which outlines the goals for MRPMG for the next five years

3. Support of Bookings Officer

- Maintain longevity with long term bookings and major hirers
- Ensure relationships are maintained and dates are tentatively booked in yearly

4. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 8 of the 10 monthly working bees





- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the State Commissioner – Rover Support or Victorian Rover Council

ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Ability to lead, communicate with and motivate youth, young adults and adults
2. Planning and delegation skills
3. Ability to define data sources to evaluate successful projects and the program implementation against agreed measures
4. Mentoring/coaching and team development skills
5. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

1. The position of Chairman shall be open to current invested Rovers at the time of the AGM
2. Nominee for the position must have preferably 12 months experience serving on the team as Exec or a Patrol Leader
3. Have completed Scouting Essentials and/or Management training, or be willing to complete Scouting Essentials and/or Management training within twelve months
4. Nominee cannot and will not hold another position with the Victorian Rover Council or Subcommittee





Title	Vice-Chairman
Reports to	Chairman – Mafeking Rover Park
Measurement	Membership, Quality and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

The Victorian Rover Council is seeking a Rover to join the team to fulfil the role of Vice-chairman of the Mafeking Rover Park Management Group. This role is open to all Rovers currently registered within Victoria who have experience on the Mafeking Rover Park Management Group and are interested in leading the Mafeking team for 2021-22.

The Vice-Chairman in conjunction with the Chairman and Patrol Leaders, maintaining the day-to-day running of the Park and future growth. There are great opportunities to leave a significant mark on the Park for the next generation to benefit from.

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Leadership

- Act as a proxy for the Chairman as requested or appointed
- Assist with coordination and management of monthly working bees
- Lead the coordination of a major event held at Mafeking such as Mafeking Masters or Mafeking Open Day
- Produce an Annual Report one month before the date of the AGM detailing the work done which is relevant to the duties of the Chairman
- Ensure monthly and weekly duties are completed at working bees and hirer events

2. Strategic Plan

- In conjunction with the Chairman, execute works in the Mafeking Rover Park Strategic Plan which outlines the goals for MRPMG for the next five years

3. Support of Bookings Officer

- Maintain longevity with long term bookings and major hirers
- Ensure relationships are maintained and dates are tentatively booked in yearly

4. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 8 of the 10 monthly working bees
- Be an active and visible member of the Team participating in, attending and supporting events





- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Chairman – Mafeking Rover Park or Victorian Rover Council

ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Ability to lead, communicate with and motivate youth, young adults and adults
2. Planning and delegation skills
3. Experience in managing a team
4. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

1. The position of Vice-Chairman shall be open to current invested Rovers at the time of the AGM
2. Have completed Scouting Essentials and/or Management training, or be willing to complete Scouting Essentials and/or Management training within twelve months
3. Nominee cannot and will not hold another position with the Victorian Rover Council or Subcommittee





Title	Patrol Leader - Administration
Reports to	Chairman – Mafeking Rover Park
Measurement	Membership, Quality and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

The Mafeking Rover Park Management Group seeks a Rover to join the committee to fulfil the role of **Patrol Leader - Administration**, this role is open to all Rovers currently registered within Victoria who have an interest in fulfilling the role.

The Patrol Leader – Administration oversees a patrol of people who's responsible for Marketing and managing hire enquiries for the Park, controls the Park Calendar, responsible for invoicing all hirers and other Administrative tasks associated with Mafeking. The Patrol Leader is responsible for the following roles:

- Assistant Patrol Leader – Administration
- Bookings Support
- Major Hirer Account Executive
- Marketing and Public Relations Officer

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Patrol Objectives/Outcomes

- Oversees management of hirer enquiries, park calendar and invoicing of hirers
- Market both within the Scouting Community and members of the Public
- Maintain a list of vendors that can be supplied to Hirers to assist with the running of their events
- Coordinate high energy events for members of Rovers and Scouting

2. Leadership

- Recruit additional non-voting members with relevant skills and experiences as required to fulfil the duties of the Bookings Patrol
- Work with the other Patrol Leaders to achieve desirable outcomes
- Produce an Annual Report one month before the date of the AGM detailing the work done which is relevant to the duties of the Bookings Patrol

3. Bookings

- Maintain longevity with long term bookings and major hirers
- Ensure relationships are maintained and dates are tentatively booked in yearly
- Work with the other Patrol Leaders to ensure that requirements from hirers are fulfilled





4. Support of Staff

- Brief Rangers on their upcoming hirers and any special needs as required
- Provide training to Rangers with the running of the infrastructure at the park

5. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Chairman – Mafeking Rover Park or Victorian Rover Council

ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

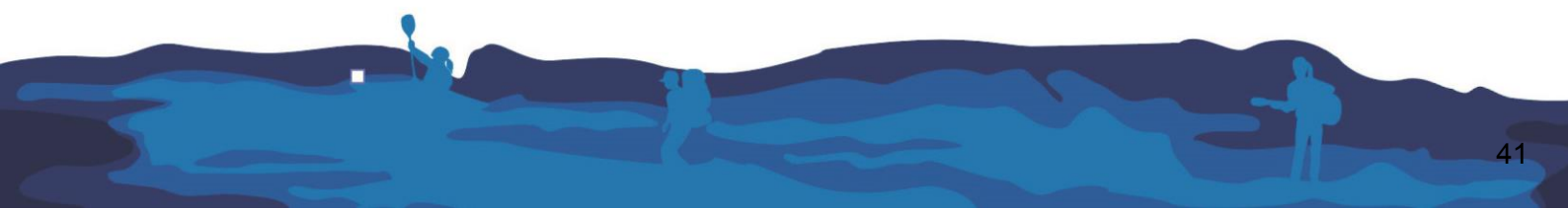
1. Ability to lead, communicate with and motivate youth, young adults and adults
2. Planning and delegation skills
3. Experience in managing a team and resolving people management issues & disputes
4. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

1. The position of Patrol Leader shall be open to current invested Rovers at the time of the AGM
2. Nominee for the position should have 12 months of experience assisting the Management Group





Title Assistant Patrol Leader - Administration

Reports to Patrol Leader - Administration

Measurement Membership, Quality and Participation.

This is a voluntary position.

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The Mafeking Rover Park Management Group seeks a Rover to join the team to fulfil the role of **Assistant Patrol Leader - Administration**, this role is open to all Rovers currently registered within Victoria who have an interest in fulfilling the role.

The Assistant Patrol Leader – Administration assists the Patrol Leader to oversee people who are responsible for the Marketing and managing hire enquiries for the Park, controls the Park Calendar and responsible for invoicing all hirers.

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Leadership

- Act as a proxy for the Patrol Leader - Administration as requested or appointed
- Assists with the management of hirer enquiries, park calendar and invoicing of hirers

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Administration, Chairman – Mafeking Rover Park or Victorian Rover Council



ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Ability to lead, communicate with and motivate youth, young adults and adults
2. Planning and delegation skills
3. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

1. The position of Assistant Patrol Leader shall be open to current invested Rovers at the time of the AGM





Title	Patrol Leader - Logistics
Reports to	Chairman – Mafeking Rover Park
Measurement	Membership, Quality and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

The Mafeking Rover Park Management Group seeks a Rover to join the team to fulfil the role of **Patrol Leader - Logistics**, this role is open to all Rovers currently registered within Victoria who have an interest in fulfilling the role.

The Patrol Leader – Logistics oversees a patrol of people who is responsible for managing the day-to-day operations of the park for purchases and equipment maintenance. The Patrol Leader is responsible for the following roles:

- Assistant Patrol Leader – Logistics
- Food Services
- Quartermaster
- Mechanical Officer

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Patrol Objectives/Outcomes

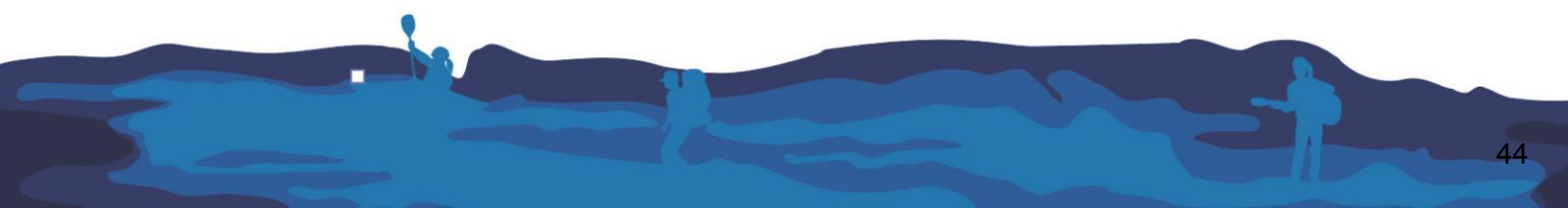
- Maintain a wide-ranging fleet of vehicles and small motor machinery
- Oversees management and maintenance of equipment and tools to help with the upkeep of the park
- Coordinate the Canteen at Mudbash and assist with catering at Mafeking events such as Mafeking Masters
- Oversees management of consumables (Toilet paper, cleaning supplies, rubbish)
- Work with the other Patrol Leaders to achieve desirable outcomes

2. Leadership

- Recruit additional non-voting members with relevant skills and experiences as required to fulfil the duties of the Logistics Patrol
- Represent the Logistics Patrol at Monthly Meetings
- Produce an Annual Report one month before the date of the AGM detailing the work done which is relevant to the duties of the Logistics Patrol

3. Support of Staff

- Provide training to staff with the running of the infrastructure at the park





4. Finance

- Responsible for the vehicle and Mechanical maintenance budget
- Responsible for the budget of the consumable items

5. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Be an active and visible member of the team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Chairman – Mafeking Rover Park or Victorian Rover Council

ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Ability to lead, communicate with and motivate youth, young adults and adults
2. Planning and delegation skills
3. Experience in managing a team and resolving people management issues & disputes
4. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

1. The position of Patrol Leader shall be open to current invested Rovers at the time of the AGM
2. Nominee for the position should have 12 months of experience assisting the Management Group





Title	Assistant Patrol Leader - Logistics
Reports to	Patrol Leader - Logistics
Measurement	Membership, Quality and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

The Mafeking Rover Park Management Group seeks a Rover to join the committee to fulfil the role of **Assistant Patrol Leader - Logistics**, this role is open to all Rovers currently registered within Victoria who have an interest in fulfilling the role.

The Assistant Patrol Leader – Logistics assists the Patrol Leader to oversee people who are responsible for managing the day-to-day operations of the park for purchases and equipment maintenance.

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Leadership

- Act as a proxy for the Patrol Leader - Logistics as requested or appointed
- Assists with the management of purchases and equipment maintenance

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Logistics, Chairman – Mafeking Rover Park or Victorian Rover Council



ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

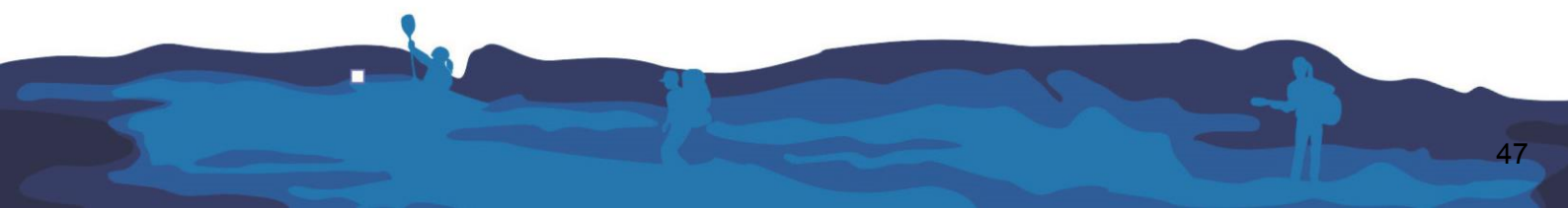
1. Ability to lead, communicate with and motivate youth, young adults and adults
2. Planning and delegation skills
3. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

1. The position of Assistant Patrol Leader shall be open to current invested Rovers at the time of the AGM





Title	Patrol Leader - Operations
Reports to	Chairman – Mafeking Rover Park
Measurement	Membership, Quality and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

The Mafeking Rover Park Management Group seeks a Rover to join the committee to fulfil the role of **Patrol Leader - Operations**, this role is open to all Rovers currently registered within Victoria who have an interest in fulfilling the role.

The Patrol Leader – Operations oversees a patrol of people who's responsible for managing the day-to-day operations of the park and infrastructure. The Patrol Leader is responsible for the following roles:

- Assistant Patrol Leader – Operations
- Infrastructure Maintenance Officer
- Fire Prevention Officer
- Network Administrator

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Patrol Objectives/Outcomes

- Maintain and develop high-quality facilities for Rovers and hirers to use
- Develop fire safety and management plans for a large rural property
- Oversees management and maintenance of buildings and infrastructure
- Perform small projects to uplift the park
- Maintain a list of Working Bee task sheets and help Coordinate the Monthly Working bees
- Maintain a list of contractors that can be engaged to help support the park with Earthworks, Building, Electrical, Plumbing, Fencing etc
- Work with the other Patrol Leaders to achieve desirable outcomes

2. Leadership

- Recruit additional non-voting members with relevant skills and experiences as required to fulfil the duties of the Operations Patrol
- Represent the Operations Patrol at Monthly Meetings
- Produce an Annual Report one month before the date of the AGM detailing the work done which is relevant to the duties of the Operations Patrol

3. Support of Staff

- Provide training to staff with the running of the infrastructure at the park





4. Finance

- Responsible for the building maintenance budget
- Source quotes from third parties to assist with duties of patrol

5. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 7 of the 10 monthly working bees
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Chairman – Mafeking Rover Park or Victorian Rover Council

ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Ability to lead, communicate with and motivate youth, young adults and adults
2. Planning and delegation skills
3. Experience in managing a team and resolving people management issues & disputes
4. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

1. The position of Patrol Leader shall be open to current invested Rovers at the time of the AGM
2. Nominee for the position should have 12 months of experience assisting the Management Group





Title	Assistant Patrol Leader - Operations
Reports to	Patrol Leader - Operations
Measurement	Membership, Quality and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

The Mafeking Rover Park Management Group seeks a Rover to join the team to fulfil the role of **Assistant Patrol Leader - Operations**, this role is open to all Rovers currently registered within Victoria who have an interest in fulfilling the role.

The Assistant Patrol Leader – Operations assists the Patrol Leader to oversee people who are responsible for managing the day-to-day operations of the park and infrastructure.

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Leadership

- Act as a proxy for the Patrol Leader - Operations as requested or appointed
- Assists with the management of park operations and infrastructure

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Operations, Chairman – Mafeking Rover Park or Victorian Rover Council





ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Ability to lead, communicate with and motivate youth, young adults and adults
2. Planning and delegation skills
3. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

1. The position of Assistant Patrol Leader shall be open to current invested Rovers at the time of the AGM





Title	Patrol Leader - Planning
Reports to	Chairman – Mafeking Rover Park
Measurement	Membership, Quality and Participation.

This is a voluntary position.

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The Mafeking Rover Park Management Group is seeking a Rover to join the team to fulfil the role of **Patrol Leader – Planning**. This role is open to all Rovers currently registered within Victoria.

The Patrol Leader – Planning oversees a patrol of people who's responsible for the development and implementation of the 5 year strategic plan, management of the environment aspect of the park and maintaining the documentation for Park Operations. The Patrol Leader is responsible for the following roles:

- Assistant Patrol Leader – Planning
- Business Plan
- Environmental Officer
- Knowledge Management
- Site Development

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

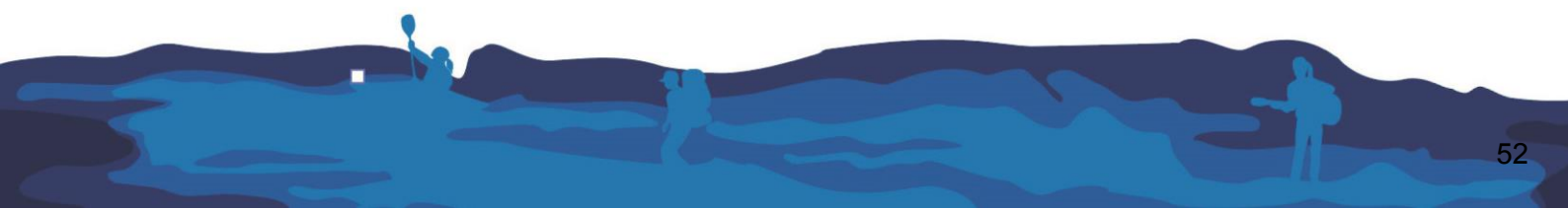
PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Build a strong long-term future for Mafeking Rover Park
- Build solid Scouting orientated activity programs for users of the park
- Exposure to a diverse range of flora and fauna with over 300 acres
- Help build the activities and infrastructure for the future growth of the Park
- Secure additional funding for projects and operations through Grants

2. Leadership

- Oversees management and maintenance of buildings and infrastructure
- Perform small projects to uplift the park
- Work with the other Patrol Leaders to achieve desirable outcomes
- Recruit additional non-voting members with relevant skills and experiences as required to fulfill the duties of the Planning Patrol
- Represent the Planning Patrol at Monthly Meetings
- Produce an Annual Report one month prior to the date of the AGM detailing the work done which is relevant to the duties of the Planning Patrol





3. Finance

- Responsible for the future-fund budget
- Source quotes from third parties to assist with duties of patrol

4. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Be an active and visible member of the team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Chairman – Mafeking Rover Park or Victorian Rover Council

ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Ability to lead, communicate with and motivate youth, young adults and adults
2. Planning and delegation skills
3. Experience in managing a team and resolving people management issues & disputes
4. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

1. The position of Patrol Leader shall be open to current invested Rovers at the time of the AGM
2. Nominee for the position should have 12 months of experience assisting the Management Group





Title	Assistant Patrol Leader - Planning
Reports to	Patrol Leader - Planning
Measurement	Membership, Quality and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

The Mafeking Rover Park Management Group seeks a Rover to join the team to fulfil the role of **Assistant Patrol Leader - Planning**, this role is open to all Rovers currently registered within Victoria who have an interest in fulfilling the role.

The Assistant Patrol Leader – Planning assists the Patrol Leader to oversee people who are responsible for managing the day-to-day operations of the park and infrastructure.

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Leadership

- Act as a proxy for the Patrol Leader - Planning as requested or appointed
- Assists with the management of park operations and infrastructure

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Be an active and visible member of the Committee participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Planning, Chairman – Mafeking Rover Park or Victorian Rover Council



ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Ability to lead, communicate with and motivate youth, young adults and adults
2. Planning and delegation skills
3. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

2. The position of Assistant Patrol Leader shall be open to current invested Rovers at the time of the AGM





Title	Secretary
Reports to	Chairman – Mafeking Rover Park
Measurement	Membership, Quality and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

The Mafeking Rover Park Management Group seeks a Rover to join the team to fulfil the role of **Secretary**.

The Secretary coordinates the agenda, records minutes for Town Hall and correspondence for the Mafeking Rover Park. This role is open to all Rovers currently registered within Victoria who have an interest in fulfilling the role.

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Coordinate the Agenda a week before the Monthly Town Hall
- Record accurate minutes of the Town Hall and publish them to the Team and the Victorian Rover Council within two weeks
- Produce, or assist in producing letters required by the Management Group
- Produce an Annual Report one month prior to the date of the AGM detailing the work done which is relevant to the duties of the Secretary

2. General

- Attend MRPMG Town Halls
- Required to attend 2 of the 10 monthly working bees
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Chairman – Mafeking Rover Park or Victorian Rover Council



ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be respectful of all their team accepting individual differences as a resource
5. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Ability to communicate with and motivate youth, young adults and adults
2. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

1. This position shall be open to current invested Rovers at the time of the AGM





Title	Honorary Treasurer
Reports to	Chairman – Mafeking Rover Park
Measurement	Membership, Quality and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

The Honorary Treasurer manages all finances for the Mafeking Rover Park and provides reports to the Mafeking Rover Park Management Group and Victorian Rover Council on the Financial Status of the asset.

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Responsible to the Chairman and the Management Group for advice on all matters pertaining to Mafeking's financial position.
- Producing financial reports for the information of the Management Group every month.
- Ensuring that all monies received by Mafeking Rover Park are properly recorded and banked and that expenses are promptly paid or reimbursed.
- To coordinate the production of an annual budget and audited consolidated financial statement of the Mafeking Rover Park activities for presentation to the VRC and the Victorian Branch (the VRC financial year runs from 1 July to 30 June).

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Chairman – Mafeking Rover Park or Victorian Rover Council



ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be respectful of all their team accepting individual differences as a resource
5. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Ability to communicate with and motivate youth, young adults and adults
2. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

1. To be a fully qualified accountant with a minimum of two years relevant business experience, or have significant experience in a relevant field.

Notes

1. This is an appointed position and is more likely to be held by an Advisor than a Rover
2. The initial term of appointment will be for three years, and maybe renewed for additional three-year terms



Appendix B: Job Descriptions – Patrol Members

This section is made up of Job Descriptions that can be used by Patrol Leaders and Assistant Patrol leaders to assist in the split of responsibilities for members of their patrol. These job descriptions will be adjusted as the needs change for each committee, but the Job Descriptions below will be used as the Boilerplates.

DRAFT



Title	Marketing and Communications Officer
Reports to	Patrol Leader - Administration
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the team to fulfil the role of **Marketing and Public Relations Officer**.

The Mafeking Marketing and PR Officer has an opportunity to drive how Mafeking, and the services we offer, are marketed to small groups to Major Events. The role includes the marketing of the Park and also events that are run by the Management Group such as Mafeking Masters, Open Day, and the Christmas Party, as well as monthly working bees. This includes managing our social media presence, creating advertising in Scouting publications, and any other medium you believe would be valuable.

This role would provide a great opportunity for Rovers who are currently studying business or marketing and are interested in gaining experience.

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PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Contribute to a well-informed network of supporters and users of the Park by:
 - a. Administrating relevant social media channels
 - b. Managing the Mafeking Rover Park website
 - c. Develop and maintain e-Newsletter to the Friends of Mafeking and support network
 - d. Support the Bookings Patrol in the promotion of Ranger weekends to the support network
- Create consistency in marketing and communication messages by:
 - a. Adopting campsite branding on all external publications and forms
 - b. Representing Mafeking Rover Park at meetings with VRC Marketing and Communications Officer and at the State level
- Manage the promotion of Mafeking Rover Park to the wider community by:
 - c. Ensuring articles are submitted to the Scouts Victoria E-Newsletter
 - d. Supporting the promotion of Mafeking held events such as Open Day, Mafeking Masters and Annual Christmas Party
 - e. Arranging for the production of relevant marketing and communications materials as requested by the MRPMG
- Recruit additional non-voting members with relevant skills and experiences as required to fulfil the duties of the Marketing and Communications



2. Strategic Plan

- Developing the strategic marketing and communications direction of Mafeking Rover Park in line with the Mafeking Rover Park Strategic Plan

3. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Produce an Annual Report one month prior to the date of the AGM detailing the work done which is relevant to the duties of the Marketing and Communications Officer
- Be an active and visible member of the Team participating in, attending, and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Administration, Chairman – Mafeking Rover Park or Victorian Rover Council

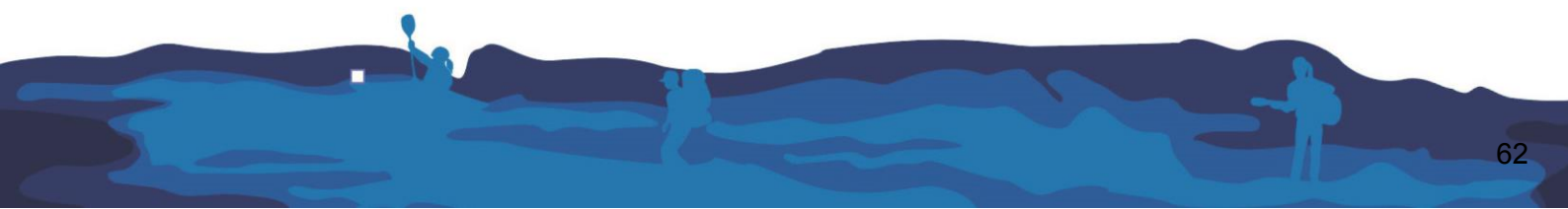
ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be respectful of all their team accepting individual differences as a resource
5. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations





Title	Major Hirer Account Executive
Reports to	Patrol Leader - Administration
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the team to fulfil the role of **Major Hirer Account Executive**.

The Major Hirer Account Executive has an opportunity to manage the Key accounts of Mafeking Rover Park. Mafeking's Key accounts include Scouting, Motorsport and non-Scouting hirers who consistently use the Park. In this role, you will be their point of contact into the Mafeking Rover Park and be their advocate for feedback and Stakeholder management, working with the other parts of the Management Group to maintain these users.

This role would provide a great opportunity for Rovers who are currently studying business and are interested in gaining experience.

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Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Maintain longevity with long term bookings and major hirers
- Ensure relationships are maintained and dates are tentatively booked in yearly
- Seek feedback from Key Accounts after their booking to make sure that Mafeking will be continued to be used
- Ensure that Rangers rostered on for weekends are briefed with requirements for Key accounts
- Be the Face of Mafeking for any new prospective Hirer, ensure that the site can be visited if a prospective hirer would like to visit
- Arranging Invoices for Bookings
- Manage Memorandum of Understanding and Hirer Agreements as required
- Work with Rover Scout Motorsport for every external Motorsport user

4. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Produce an Annual Report one month prior to the date of the AGM detailing the work done which is relevant to the duties of the Major Hirer / Motorsport Account Executive
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park



- Other duties as requested by the Patrol Leader – Administration, Chairman – Mafeking Rover Park or Victorian Rover Council

ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be respectful of all their team accepting individual differences as a resource
5. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

1. Nominee cannot and will not hold a position with another Victorian Rover Council or Subcommittee due to Conflict of Interest





Title	Bookings Support
Reports to	Patrol Leader – Administration
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the team to fulfil the role of **Bookings Support**. This role is open to all Scouting Members currently registered within Victoria who have an interest in fulfilling the role.

The Bookings Support assists with the management of the hire enquiries for the Park, controls the Park Calendar and responsible for invoicing all hirers.

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Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Assist with the management of hirer enquiries, park calendar and invoicing of hirers
- As a member of the Bookings patrol, respond to Email and Telephone enquiries

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Produce an Annual Report one month prior to the date of the AGM detailing the work done which is relevant to the duties of the Bookings Support
- Be an active and visible member of the team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Bookings, Chairman – Mafeking Rover Park or Victorian Rover Council

ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be respectful of all their team accepting individual differences as a resource
5. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations





Title	Food Services Officer
Reports to	Patrol Leader - Logistics
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the team to fulfil the role of **Food Services Officer**. This role is open to all Scouting Members currently registered within Victoria who have an interest in fulfilling the role.

The Food Services Officer maintains the Camp Kitchen, providing Hirers with the equipment and knowledge required to operate it. This role also coordinates and manages the Canteen at Mudbash, which is run as a fundraiser for the Park. This role also assists in other catering throughout the year including at Mafeking Open Day and Mafeking Masters.

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Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Responsible for the Kitchen in the Hall and its maintenance
- Develop Start-up and Shutdown procedures for the Kitchen for Rangers and Hirers
- Maintain the inventory in the Mafeking Pantry and Hirers Cupboard
- Report faults with Appliances and equipment, sourcing quotes to fix or replace
- Organises the Mudbash Canteen to offer Hot food and delicious snacks to the events 500+ participants
- Organise Catering for nominated working bees and events

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Produce an Annual Report one month before the date of the AGM detailing the work done which is relevant to the duties of the Food Officer
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Logistics, Chairman – Mafeking Rover Park or Victorian Rover Council

ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be respectful of all their team accepting individual differences as a resource
5. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations





Title	Quarter Master
Reports to	Patrol Leader - Logistics
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the team to fulfil the role of **Quarter Master**. This role is open to all Scouting Members currently registered within Victoria who have an interest in fulfilling the role.

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Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Responsible for the upkeep and maintenance of the Baw Baw Shed
- Works with the coordination of the regular monthly working bees to provide tools and equipment
- Organise and coordinate repairs or works needing to be done at the Baw Baw Shed and equipment
- Oversees management of consumables (Toilet paper, cleaning supplies, rubbish)
- Work with the VRC Resources Officer and State Quarter Master to ensure the Park has access to the necessary resources to be able to run great programs and activities
- Work with the other Patrol Leaders to achieve desirable outcomes

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Produce an Annual Report one month before the date of the AGM detailing the work done which is relevant to the duties of the Quarter Master
- Be an active and visible member of the team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Logistics, Chairman – Mafeking Rover Park or Victorian Rover Council



ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be respectful of all their team accepting individual differences as a resource
5. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations





Title	Mechanical Officer
Reports to	Patrol Leader - Logistics
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the team to fulfil the role of **Mechanical Officer**. This role is open to all Scouting Members currently registered within Victoria who have an interest in fulfilling the role.

Mafeking Rover Park current owns a fleet of 3 vehicles including two Toyota Troop Carriers or 'troopies' and a Rodeo Ute, 2 tractors and a large variety of motorised tools including lawnmowers and chain saws. The primary role of the Mechanical Maintenance Officer is to manage this fleet of vehicles, including organising regular servicing and maintenance as required.

As our vehicles grow older there is an opportunity to be included in the revamp of the current fleet. The current Management Group is discussing the purchase of a new tractor which you would have an opportunity to be a part of and assist in acquiring.

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Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Manage and maintain the Mafeking Vehicle Fleet:
 - a. 2 x Toyota Troopies
 - b. Holden Rodeo Ute
 - c. 2 x Tractors
- Manage and maintain the tractor implements
- Manage and maintain a variety of motorized tools including Lawn Mowers and Chainsaws
- Manage the fault register for equipment at the park and report on its status to the Management Group at each meeting
- Develop a replacement program for equipment that is end of life/needs replacement
- Assist with the development of a Business plan for the replacement of large assets

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Produce an Annual Report one month before the date of the AGM detailing the work done which is relevant to the duties of the Quarter Master
- Be an active and visible member of the Team participating in, attending and supporting events



- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Logistics, Chairman – Mafeking Rover Park or Victorian Rover Council

ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations





Title	Infrastructure Maintenance Officer
Reports to	Patrol Leader - Operations
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the team to fulfil the role of **Infrastructure Maintenance Officer**. This role is open to all Scouting Members currently registered within Victoria who have an interest in fulfilling the role.

This role is perfectly designed for a handyman (or woman!). The Park has many buildings and facilities that require regular maintenance and upkeep to ensure they remain functional for Rovers and hirers.

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Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Maintain and develop high-quality facilities for Rovers and hirers to use
- Oversees management and maintenance of buildings and infrastructure
- Develop and implement scheduled building reports in line with building permits and branch requirements
- Perform small projects to uplift the park
- Work with the other Patrol Leaders to achieve desirable outcomes

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Produce an Annual Report one month before the date of the AGM detailing the work done which is relevant to the duties of the Infrastructure Maintenance Officer
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Operations, Chairman – Mafeking Rover Park or Victorian Rover Council

ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations





Title	Fire Prevention Officer
Reports to	Patrol Leader - Operations
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the team to fulfil the role of **Fire Prevention Officer**. This role is open to all Scouting Members currently registered within Victoria who have an interest in fulfilling the role.

Mafeking's large acreage and varying terrain present unique challenges and opportunities in managing and reducing fuel load across the Park. Working with the Environment Officer and other members of the Mafeking Rover Park Management Group, this position presents an opportunity to work with local fire authorities and develop skills in planning and undertaking fuel reduction burns.

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PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Ensure all Fire equipment is up to date and in good condition. This includes:
 - a. Building Fire Extinguishers
 - b. Smoke Detectors, batteries and tested regularly
 - c. Mafeking Fire Trailer
- Define/Maintain a Fire Danger Management Plan to meet the requirements of the VRC Asset Bushfire Safety Policy
- Liaise with the Scouts Victoria Fire and Emergency Management Team to ensure the park is ready for the Fire Danger Period
- Advise the committee of the start and conclusion of the Fire Danger Period
- Create Working Bee tasks to be undertaken at the Monthly Working Bees
- Liaise with the Country Fire Authority (CFA) as required on behalf of the Committee

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Produce an Annual Report one month prior to the date of the AGM detailing the work done which is relevant to the duties of the Fire Prevention Officer
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park



- Other duties as requested by the Patrol Leader – Operations, Chairman – Mafeking Rover Park or Victorian Rover Council

ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations



Title	Network Administrator
Reports to	Patrol Leader - Operations
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the team to fulfil the role of **Network Administrator**. This role is open to all Scouting Members currently registered within Victoria who have an interest in fulfilling the role.

Mafeking Rover Park provides a semi sitewide Wireless network that is available for Hirers to use delivered via Ethernet, ADSL and Wireless Backhaul network. A telephone system is also deployed to Mafeking connecting multiple areas of the park together.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Maintain and develop high-quality network facilities for Rovers and hirers to use
- Manage the onsite Telephone System
- Develop and maintain Configuration and Design Documents for all aspects of the Mafeking Network
- Create a replacement program for equipment that is end of life/needs replacement
- Liaise with the VRC IT Officer as required
- Work with the other Patrol Leaders to achieve desirable outcomes
- Work with Major Hirers wishing to utilise the Mafeking Network to support their event

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Produce an Annual Report one month before the date of the AGM detailing the work done which is relevant to the duties of the Network Administrator
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Operations, Chairman – Mafeking Rover Park or Victorian Rover Council



ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
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Skills

1. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations



Title	Business Plan Manager
Reports to	Patrol Leader - Planning
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the committee to fulfil the role of **Business Plan Manager**. This role is open to all Scouting Members currently registered within Victoria who have an interest in fulfilling the role.

The Park has been in the process of developing its Business and Strategic Plan for the next five years. This plan will guide management decisions in the direction of Mafeking long term, including infrastructure development projects, marketing plans, and ensure the growth and development of Mafeking as one of the premier campsites within Victoria long term.

The Business Plan and Knowledge Management Officer will drive this project, with the aim of a completed document being tabled at the Victorian Rover Council.

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Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Lead the development of the final Business and Strategic Plan for Mafeking Rover Park
- Assist with the presentation of the Plan to the Victorian Rover Council
- Once approved, become a leader in the implementation of the Business Plan across all areas of the Park
- Maintain and report to the committee the implementation status of the plan

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Planning, Chairman – Mafeking Rover Park or Victorian Rover Council



ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations



Title	Environmental Officer
Reports to	Patrol Leader - Planning
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the committee to fulfil the role of **Environmental Officer**. This role is open to all Scouting Members currently registered within Victoria who have an interest in fulfilling the role.

The Park has significant flora & fauna value, with several bush & flora reserves in the area, creating a haven for local endemic species, with a variety of landscapes including open grassland, granite outcroppings, native bushland along with several small dams.

The role of the Environment Officer gives you an opportunity to join the Mafeking Rover Park Management Group and take a leading role in developing the environmental policies and future direction of the park with a view for creating a sustainable environmentally friendly campsite that will be used by the Scouting community for many years to come.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Focus on the development and implementation of Environmental Management Plans including:
 - a. Tree Management
 - b. Revegetation
- Develop Environmental Scouting Programs that could be used by Hirers inline with the New Program
- Provide input to the Mafeking Rover Park Business and Strategic Plan
- Be a contact point for Key stakeholders for advising of Environmental issues concerning the Park

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 2 of the 10 monthly working bees
- Produce an Annual Report one month before the date of the AGM detailing the work done which is relevant to the duties of the Environmental Officer
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Planning, Chairman – Mafeking Rover Park or Victorian Rover Council



ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations





Title	Knowledge Management Officer
Reports to	Patrol Leader - Planning
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the team to fulfil the role of **Knowledge Management Officer**. This role is open to all Scouting Members currently registered within Victoria who have an interest in fulfilling the role.

This role is also involved in maintaining and developing the documentation of all aspects of the Park.

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Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Manages the content of the Mafeking Ranger Manual
- Responsible for the management of the Mafeking Dropbox Folder
- Create Electronic Copies of all hard printed documents so they are accessible for the future
- Assist the Patrols in the maintenance of Procedure Documents

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 2 of the 10 monthly working bees
- Produce an Annual Report one month prior to the date of the AGM detailing the work done which is relevant to the duties of the Knowledge Management Officer
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Planning, Chairman – Mafeking Rover Park or Victorian Rover Council



ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations



SCOUTS AUSTRALIA (VICTORIAN BRANCH)

ROLE DESCRIPTION

Site Development Officer

Mafeking Rover Park Management Group



Title	Site Development Officer
Reports to	Patrol Leader - Planning
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the team to fulfil the role of **Site Development Officer**. This role is open to all Scouting Members currently registered within Victoria who have an interest in fulfilling the role.

The role of the Site Development Officer provides an excellent opportunity for an interested Rover to gain experience in coordinating the current and future infrastructure projects at the Park, this includes organising and assisting with paperwork in relation to planning and building permits, working with the Rover Advisor – Strategic Development and other areas of the management group to ensure a smooth and trouble free development of the Park.

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Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Manage current and future projects
- Liaises with Local Council for Planning and Building Permits

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Produce an Annual Report one month prior to the date of the AGM detailing the work done which is relevant to the duties of the Site Development Officer
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Planning, Chairman – Mafeking Rover Park or Victorian Rover Council



ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations





Title	Program Development Officer
Reports to	Patrol Leader - Planning
Measurement	Membership, Quality and Participation.

This is a voluntary position.

The Mafeking Rover Park Management Group seeks a member to join the team to fulfil the role of **Program Development Officer**. This role is open to all Scouting Members currently registered within Victoria who have an interest in fulfilling the role.

The Park has a lot to offer, with a large site comes many opportunities for growth and development of current and new activities on site. With many activities on offer such as Archery, BMX Bikes and Abseiling. The Park has a lot to offer but it needs someone to create a compelling package for current and future users of the Park and all it has to offer.

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Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Objectives/Outcomes

- Create a strong offering of activities making it easy for Leaders to bring their sections onsite to have fun and memorable experiences
- Implement the new Scouting Program into the camp styles and activities provided by Mafeking
- Work with the Bookings Patrol to understand areas of improvement and with the Operations Patrol to grow and develop the programs on offer
- Maintain the list of available camp programs and activities and work with the Marketing and Communications Officer to advertise these packages on the Website and Social Media

2. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 5 of the 10 monthly working bees
- Produce an Annual Report one month prior to the date of the AGM detailing the work done which is relevant to the duties of the Program Development Officer
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Patrol Leader – Planning, Chairman – Mafeking Rover Park or Victorian Rover Council





ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
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Skills

1. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

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ROVER DINNER 2021 BUDGET

As the organising committee for Rover Dinner 2021, Lerderderg Region Rover Council proposes the attached budget for the event. We have considered the lower attendance at Rover events in the past year and have reduced costs where possible to allow for cheaper ticket prices and to mitigate financial risks. These cost-cutting measures are outlined below.

Expenses

The Hobson's Bay City Council has generously offered hire of Williamstown Town Hall for the discounted community rate as Rovers operate within council limits. This has saved \$345.00. In order to use audio visual equipment, we have been requested by the venue to hire equipment from them and a technician for the event at a cost of \$878.00, their cheapest option. This is for their Basic A/V Package, which includes microphones and data projection. A refundable \$500.00 deposit for the venue has been accounted for.

One major change to the event is a buffet style dinner opposed to waited table service, which has allowed the catering cost to be a reasonable \$40.00 per person. This includes three courses and catering for various dietary needs. We anticipate that use of one of the venue's preferred caterers will negate additional fees for use of the commercial kitchen on site (\$362.00), but this has yet to be clarified by the venue in writing.

Alcohol sales will not be provided by the caterers or venue, so has not been budgeted for. We will offer tender for the provision of a bar and staff, with all profit going to the successful tenderer.

A \$110.00 loan from Lerderderg Region Rover Council will be required to pay the deposit for the venue, which will be repaid at the conclusion of the event.

As required, this budget accounts for a \$500.00 appropriation fee to the VRC.

A miscellaneous line item has been included to cover signage printing, hire of the commercial kitchen should it be evaluated we require to pay the fee, and safety net for other unforeseen costs.

Income

Income will solely be generated by ticket sales, which will be sold for \$65.00. 161 ticket sales will be required to breakeven. Considering the Centenary Rover Dinner in 2018 had 250 people in attendance, we believe this is a reasonable attendance to expect at a minimum. We do not believe Rover Dinner 2019 is a valid comparison for this budget due to the low attendance and operational budget amount.

We are requesting a \$3,000.00 float from the VRC to begin to pay for expenses prior to ticket sales closing, which will be repaid at the conclusion of the event.

Risks

The key financial risks identified are:

- Low attendance due to poor ticket sales; and
- An additional fee for use of commercial kitchen.

As outlined above, we believe 161 ticket sales to be a reasonable amount to expect, so we do not anticipate ticket sales to be a major risk for the event. Regarding commercial kitchen fees, while it has not been confirmed if we will be required to pay this fee, our \$400.00 miscellaneous budget item will allow payment of this fee should it be required. We believe provision of this line item to be sufficient to mitigate the risk.

Concluding Remarks

If there are any questions pertaining to the contents of this letter and attached budget, please contact me on 0428 219 273.

Yours in Scouting,

A handwritten signature in black ink, appearing to read 'Hamish Beshara', with a stylized, wavy line extending to the right.

Hamish Beshara

Rover Dinner 2021 Budget

Item	Unit Price	150 Ticket Sales		175 Ticket Sales		200 Ticket Sales	
		Qty	Cost (\$)	Qty	Cost (\$)	Qty	Cost (\$)
Expenditure							
Catering	\$40.00	150	\$ 6,000.00	175	\$ 7,000.00	200	\$ 8,000.00
Williamstown Town Hall Hire	\$2,245.00	1	\$ 2,245.00	1	\$ 2,245.00	1	\$ 2,245.00
Audio Visual Package							
<i>Equipment Hire</i>	\$350.00	1	\$ 350.00	1	\$ 350.00	1	\$ 350.00
<i>Hourly Technician Fee</i>	\$66.00	8	\$ 528.00	8	\$ 528.00	8	\$ 528.00
Venue Bond	\$500.00	1	\$ 500.00	1	\$ 500.00	1	\$ 500.00
VRC Appropriation	\$500.00	1	\$ 500.00	1	\$ 500.00	1	\$ 500.00
VRC Float Repayment	\$3,000.00	1	\$ 3,000.00	1	\$ 3,000.00	1	\$ 3,000.00
Lerderderg Loan Repayment	\$110.00	1	\$ 110.00	1	\$ 110.00	1	\$ 110.00
Misc	\$400.00	1	\$ 400.00	1	\$ 400.00	1	\$ 400.00
Total Expenditure			\$ 13,633.00		\$ 14,633.00		\$ 15,633.00
Revenue							
Tickets	\$65.00	150	\$ 9,750.00	175	\$ 11,375.00	200	\$ 13,000.00
Venue Bond	\$500.00	1	\$ 500.00	1	\$ 500.00	1	\$ 500.00
VRC Float	\$3,000.00	1	\$ 3,000.00	1	\$ 3,000.00	1	\$ 3,000.00
Lerderderg Loan	\$110.00	1	\$ 110.00	1	\$ 110.00	1	\$ 110.00
Total Revenue			\$ 13,360.00		\$ 14,985.00		\$ 16,610.00
Overall Profit			-\$ 273.00		\$ 352.00		\$ 977.00

Misc may include: Signage Printing, hire of the commercial kitchen should it be evaluated we require to pay the fee, and safety net for other unforeseen costs.



SCOUTS VICTORIA
Victorian Rover Council
June 2021

Item Title	<i>8th World Moot Commemoration</i>
Information	
Discussion	
X Decision	
Document Author	<i>Jody Freeman, VRC Treasurer</i>
Strategic Alignment	<i>Communication, reputation and perception of Rovers within all sections of Scouting and the wider community</i>
Consultation	<i>Discussion on this topic over a number of years, culminating in the present 30th anniversary of the event being celebrated by those that were involved. Opportunity to further celebrate the achievement of Rovers in Victoria and Australia and in particular the reestablishment of World Moots on the World event calendar.</i>
Implementation Period	<i>Second half of 2021</i>

KEY POINTS

- *January 2021 marked the 30th anniversary of the 8th World Moot, held at Gilwell Park Victoria.*
- *The 8th World Moot has not been formally commemorated at Gilwell Park.*
- *The significance of the initiative of Australian Rovers to put World Rover Moots back on the international calendar after a 30 year absence has also not been formally acknowledged.*
- *A plaque has been prepared with the dual purpose of commemorating both significant milestones from the history of Rovering in Australia.*
- *This paper seeks funding for the plaque from Victorian Rover reserves.*
- *Secondly, Victorian Rovers to ask NRC for a contribution due to the significance of the undertaking of Australian Rovers in the 80's to re-establish the World Moots, which are activities enjoyed by many Rovers today. In the submission to NRC it should be noted that the National Rover Development fund was established from the 8th World Moot Surplus.*

BACKGROUND

7th World Rover Moot was held at Clifford Park Victoria 1961-62

8th World Moot held at Gilwell Park, 1990-91.

Very basic history of the 8th World Moot...

In the early 80s, Victorian Rovers were travelling to Canadian moots, NZ Moots and even to events in Europe. Many conversations were held at these events commenting about the lack of World Rover Moots. Eventually, a group of Vic Rovers decided to find out what was actually going on and if it was possible to get World moots re-established?

With the guidance from Dr Norman Johnson (Victorian - who was also rising through the ranks at Australian Scouting/Asia Pacific/World Bureau) and other old Rovers, they identified that it would be possible to ask the World Scout Conference for reinstatement. At the Munich World Scout Conference in 1985, back room discussions were held and the concept of a World Moot reinstatement was positively received.

Victorian Rovers then voted to form a World Moot Bid Committee looking into the possibility of getting Moots re-established and putting forward that Australia would hold the next one. The Bid Committee then approached the NRC for their support and endorsement of the Victorian proposal. NRC endorsed the paper that the World Moot Bid Committee put forward and appointed Vic Rovers to lead the action. Simply, it was that

Australian Rovers wanted to reinstate World Rover Moots via a motion at the World Scout Conference to be held in Melbourne in 1988 and that we wanted to hold the next World Moot. NRC took the paper to the Executive of Scouts Australia and received their full support. The motion would be tabled by Scouts Australia at the Melbourne Conference in 1988.

So, many many hours/days/weeks/months were put in, and a full bid document and plans were created. The plan was to have World Rover Moots reinstated and that the next one would be held in Melbourne at Gilwell Park. If successful, the Australian Contingent Leader to the Moot would be from another state (not a Victorian).

The bid was presented at the World Conference in Melbourne in 1988. (there is an entire back story to the significant involvement of Vic Rovers at this World Conference)

After very intense lobbying by the World Moot Bid Committee, Victorian/Australian Rovers and the invaluable support of Dr Norman Johnson and Scouts Australia - the World Scout Conference approved the motion to reinstate World Moots. However, they needed to be called World Moots, not World Rover Moots, as Rover sections had been disbanded in many countries, so the event was a 'Scout' event for 'Scouts' aged 18-25. This change allowed leaders within this age group to also attend.

At the World Conference in Melbourne, the location of the next Moot also needed to be decided. Both Australia and Switzerland had placed official bids for the next event. In a negotiated outcome - Australia was awarded the 8th Moot in 1990/91 and Switzerland in 1992 would hold the 9th.

Victorian Rovers (on behalf of Scouts Australia) then ran the 8th World Moot at Gilwell Park, Gembrook in 1990/91.

Australia has had an official contingent to every World Moot since they have been reinstated.

These words in no way convey the true amount of work that Victorian Rovers did. At our recent get together we remembered some of our challenges and even then we undersold what we achieved.

It would not have been possible to achieve what was achieved without the support from NRC.

The 8th World Moot was a very successful event, with a number of benefits, not least was the establishment of the National Rover Development fund from the surplus from the event.

This effort, by Rovers of Australia and the significance of putting world Moots back on the international calendar has not been recognised, and given enthusiasm for the celebration of the 8th World Moot 30th Anniversary it is proposed that a plaque be unveiled to commemorate both the Moot and significance of getting them back on the schedule.

Norman Johnson Campfire Circle at Gilwell Park, was named after the Moot as Dr. Norman Johnson died in the year prior to the Moot, but as a former Chief Commissioner of Victoria and Chairman of the World Scout Committee he had a very significant role to play in the staging of the event. This is presently the only commemoration of the 8th World Moot at Gilwell.



A plaque has been produced to be installed at the gateway to the camp fire circle, nearby to the plaque commemorating Dr. Norman Johnson to commemorate specifically the 8th World Moot and the role of Australian Rovers in reestablishing Moots on the world calendar.



The wording of the plaque has the dual purpose of commemorating the 8th World Moot, as well as the role Australian Rovers played in reestablishing Rover Moots on the International calendar.

ACTION REQUESTED

It is recommended that the Victorian Rover Council:

- *Note the contents of this paper.*
- *Approve the funding of a plaque to be installed at Gilwell Park commemorating the 8th World Rover Moot and the role Australian Rovers played in re-establishing World Moots on the International Scouting Calendar.*
- *Resolve to seek a funding contribution from the National Rover Council.*

IMPLEMENTATION PLAN

Lead	<i>Sue Tanck (8th World Moot Admin team) and Rover Historian.</i>
Assists	<i>Jody Freeman VRC Treasurer</i>
Cost	<i>\$1,083.50 (\$985 ex GST)</i>
Risks	<i>Funding from Victorian Rovers, if National not willing to provide some funds to this project.</i>
Milestones	<i>Funding request to be submitted to National Rover Council.</i> <i>Presentation and unveiling of plaque at Gilwell Park to be confirmed.</i>
Outcomes	<i>Perpetual awareness of the significant role Australian Rovers played in re-establishing World Moots on the International Scouting Calendar.</i>

AMENDMENTS

- *NA*



SCOUTS VICTORIA
Victorian Rover Council
[21/3/2021]

Item Title		2022 NRC Conference Proposal
	Information	
	Discussion	
X	Decision	
Document Author		Plenty Valley Region
Strategic Alignment		Logistics
Consultation		Discuss at VRC, then regions, vote and VRC, potentially take to NRC
Implementation Period		One-month timeline

KEY POINTS

The NRC Conference typically is held in person with travel, food and accommodation costs covered by the NRC, therefore by Branches.

The NRC conference was held online in January 2021 to avoid COVID-19 risks and border closures.

The cost of this conference is not typically disclosed, however a copy of the 2020/21 budget was published in June. (attached)

BACKGROUND

The NRC Conference ran successfully online in 2021, and NRC regularly run online meetings as their usual method of meeting.

The common reason for holding the NRC conference in person is it is good for networking, and the 'social aspect' of the event. If 2020 proved anything it is that social activities can still be successful online.

The NRC conference cost \$31,879.17 in 2018/19, cost \$9,488.58 in 2019/20, and was proposed to cost \$40,900 in 2020/21 before the event was cancelled. The concern is that the benefits do not outweigh the costs.

Executive meetings (not counted in above numbers) cost \$3,887.15 in 2018/19, cost \$3,185.62 in 2019/20 and proposed to cost \$6,500 in 2020/21 before the event was cancelled. It is unclear what this money is being spent on.

The 2019/20 year ran alongside CBR Moot, therefore made expenses cheaper. This year is an outlier.

ACTION REQUESTED

It is recommended that the Victorian Rover Council:

- Bring a proposal to NRC to suggest the 2022 conference be held online.
- Inquire about where NRC executive meeting costs are being spent.

IMPLEMENTATION PLAN –

Lead	Plenty Valley Region
Assists	-
Cost	-
Risks	-
Milestones	-
Outcomes	To approach NRC about holding the 2022 NRC Conference online

AMENDMENTS

- N/A

NATIONAL ROVER COUNCIL: 2020/2021 Budget																					
			2018/19 Actuals			2019/20 YTD			2020/21 Budgeted												
NRC Operational Account																					
Operational Income			Fee	# Rovers	Income	Fee	# Rovers	Income	Fee	# Rovers	Income										
NRC Levies			\$	4.30	3054	\$		13,132.20	\$	4.30	3130	\$	13,459.00								
NRC Conference (Delegations)					\$			14,578.15			\$		1,970.31								
Bank Interest					\$			920.10			\$		463.85								
Term Deposit Interest																					
Grant from National																					
Other Income																					
					\$			28,630.45			\$		15,893.16								
													\$	31,688.10							
Operational Expenditure			Expenditure			Expenditure			Expense												
Accounting and Audit					\$			-			\$		300.00								
NRC Conference (Delegations)					\$			14,578.18			\$		4,867.61	\$	18,500.00						
NRC Conference (NAT)					\$			2,721.84			\$		2,650.66	\$	3,900.00						
NRC Executive Meetings					\$			3,887.15			\$		3,185.62	\$	6,500.00						
Training and Development					\$			-			\$		159.79	\$	500.00						
Operations					\$			85.68			\$		400.00	\$	1,000.00						
Contingency					\$			-			\$		-	\$	660.00						
					\$			21,272.85			\$		11,263.68		\$	31,360.00					
Budget Adjustments																					
Prior Year Income					\$			-			\$		-			\$	-				
Prior Year Expenditure					\$			3,326.46								\$	-				
Adjustment Net Result					-\$			3,326.46			\$		-			\$	-				
Surplus / Loss (Operational Account)																					
Total Income					\$			28,630.45			\$		15,893.16			\$	31,688.10				
Total Expense					\$			21,272.85			\$		11,263.68			\$	31,360.00				
Net Result Excluding Adjustments					\$			7,357.60			\$		4,629.48			\$	328.10				
Net Result					\$			4,031.14			\$		4,629.48			\$	328.10				
Rover Development Fund																					
Rover Development Fund Income			Fee	# Rovers	Income	Fee	# Rovers	Income	Fee	# Rovers	Income										
Moot Buddies			\$	1.00	3054	\$		3,054.00	\$	1.00	3130	\$		3,130.00	\$	1.00	3067	\$	3,067.00		
Investment Income					\$			10,956.54			\$		3,388.68								
ATO Credits																					
Franking Credits - Received					\$			730.87													
Franking Credits - Receivable																					
					\$			14,741.41			\$		6,518.68			\$		3,067.00			
Rover Development Fund Expenditure			Expense			Expense			Expense												
Accounting and Audit Fees			National Admin Fee												\$			250.00			
Recurring Projects			Moot Buddies												\$			-			
			Crew Challenge			\$			650.00				\$			500.00	\$	1,700.00			
			APR Scholarships												\$			10,000.00	\$	1,800.00	
One-off Projects			Rover Training F2F Meeting																		
			Branch Rover Flags															\$			-
			AV2018 Roverscope Activity															\$			500.00
					\$			650.00			\$		20,700.00			\$		4,250.00			
Surplus / Loss (Rover Development Fund)																					
Total Income					\$			14,741.41			\$		6,518.68			\$		3,067.00			
Total Expense					\$			650.00			\$		20,700.00			\$		4,250.00			
Net Result					\$			14,091.41			-\$		14,181.32			-\$		1,183.00			

Mafeking Rover Park Committee of Management

Mafeking Rover Park

Budget Breakdown

Income

We are currently budgeting on a rough total of \$32,000 in income broken down across Mudbash, other major events such as Stradbroke Cup, Top Gear Venture and VicJam which we are in conversation with about using Mafeking to run and onsite activity at. As well as other general camping hirers. We are currently in discussion with a number of new potential hires which would increase our revenue for the budgeted year. Unfortunately, we are still seeing the effects of Covid which don't allow hirers to have the maximum number of participants at their event.

We would also like to note that we are putting in a lot of effort into chasing down new hirers to the Park that are outside of the typical camping hirers and really trying to maximise the potential uses of the property

Expenditure

Other than the Electricity bill, which is going up, most of our expenditure is staying the same, we have noted that the Main Arena projected is down as loss for us, which is coming from a reduced hire fee from Mudbash.

We will be bringing several larger capital expenditure items to the table over the next 12 months, potentially for things such as road repairs and fixing the roof in the hall.

In closing we hope people can recognize that we are still greatly being affected by the fall out from Covid and the result is another year of forecasted loss. In saying that this is just our forecast of what we are hoping the next 12 months might look like going off the data and hires we have had over the last 3 years and what hirers we have spoken to about the following 12 months. Mafeking is a very large property and people can often forget what it costs to manage a property of this size. At the end of the day we are extremely fortunate to be able to say we own and manage our own assets like this but will need the continued support of every Rover in Victoria if we want to call it OURS for many more years to come

MAFEKING ROVER PARK

ACCOUNTS TO 30 June 2021

As at 23/05/2021

		Year to Date \$	Annual Budget to 30/06/21	Increase / (Decrease) \$	Annual Budget to 30/06/22
Income					
Mudbash			10,000	(10,000)	11,000
Site Rent:				-	
	Major Events	3,310	8,000	(4,690)	9,000
	Camping/Hiring	2,685	7,000	(4,315)	6,000
	Motor Sport		4,000	(4,000)	5,000
Fundraising:	General		2,000	(2,000)	
Donation/Grants		7,200		7,200	
Merch		4,055		4,055	
Interest		12		12	
Sundry Items			1,000	(1,000)	1,000
		17,262.42	32,000	(14,738)	32,000
Expenditure					
NAB Capital					
Toilet Block and Shelters					
BRC Loan Repayment					
Elect		2,000	5,000	(3,000)	5,000
Gas		114	3,000	(2,886)	1,500
Vehicles		465	1,000	(535)	1,000
Fuel		837	1,000	(163)	1,000
Council Rates		159	160	(1)	160
Site Expenses:				-	
	Track Repairs		2,500	(2,500)	3,000
	Maintenance	1,871	5,000	(3,129)	4,000
	Main Arena Project				6,400
	Rubbish	346	1,000	(654)	1,000
	Cleaning	682		682	100
	Buildings	729		729	
Capital			1,000	(1,000)	1,000
Equipment replacement		259	500	(241)	500
Phone		390	500	(110)	500
Insurance		11,426	10,500	926	11,000
Training/Rego			200	(200)	200
Fire services			1,000	(1,000)	1,000
PR expenses			350	(350)	350
Fund raising Expense			700	(700)	700
Merch		3,143		3,143	
It/Internet		449	500	(51)	500
Accounting		330	400	(70)	400
Capital Reinvestment			1,000	(1,000)	1,000
Council Permits			200	(200)	200
Sundry		100	1,000	(900)	1,000
		23,300.93	36,510.00	(13,209.07)	41,510.00
Profit / (Loss)					
		(6,038.51)	(4,510.00)	(1,528.51)	(9,510.00)



SCOUTS VICTORIA
Victorian Rover Council
Finance Team
26 May 2021

VRC Budget 2021-2022

- *VRC operating budget is attached for endorsement by the VRC.*
- *For 2020/21 a number of costs were removed from the VRC operating budget and these savings have been carried forward into the 2021/22 budget. This allows us to reduce contributions from subcommittees in the coming year, however further reductions are unlikely given presently available sources of funds.*
- *Note, specific project spend is not included as these will be considered on a case by case basis and will be funded from reserves rather than the operating budget.*

Expenditure

- *The VRC budget includes our contribution to the National Rover Council, for which there are three components. The NRC Levy, the Moot buddies Levy and the NRC Meeting attendance costs.*
 - *The NRC Levy is increasing this year to share the costs of the NRC conference for all state and territory delegates on a per Rover basis.*
 - *The levy will be charged based on census at the following formula: The NRC levy will increase by 2.5% each year according to the equation: $\text{Levy} = \$7.50 \times (1.025)^n$ per Rover Scout, where n is the number of years since 2020 (i.e. $n = [\text{current year}] - 2020$)*
 - *2021-22 levy has been calculated as $1216 \text{ Rovers} \times (\$7.50 \times 1.025) = \$9,348$*
 - *NRC Moot Buddies Levy remains \$1 per Rover at \$1,216.*
 - *NRC Meeting costs have been reduced, in part as two delegate costs will be met from the Increased NRC Levy, but in addition as Victoria will co-host the 2022 NRC conference so "observer costs" will not require flights.*
 - *It should be noted that NRC Levy is currently expected to increase by 2.5% annually, or approx \$250, although the review implementation may change that.*
- *Equipment Maintenance and Minor purchases Includes an allocation of \$1000 for each. There are required maintenance works we are undertaking as part of our lease requirements for the VRC, whilst some of these costs will be met from the State Commissioners budget, there is an expectation that VRC will have some contribution to be made and this has been allowed for in the budget.*
- *Year book, the quote for the 2019/2020 year book is \$2160, so an allowance of \$2500 is included in the budget for 2021/2022 reduced from the current year budget.*
- *Other items of expenditure remain consistent with prior years.*

Income

- *It is felt that we can reduce contribution from our major events and assets for the coming year by \$1000 for each. This is achievable for the current year and may be reviewed in the following year.*
- *MARB remains unchanged, \$500 or 10% of the contribution of major events is considered reasonable for this event.*
- *Rover Dinner has been removed from budget as this is not considered to be a participatory event for Rovers, rather awardees and dignitaries.*
- *Contribution from RSM has reduced from \$750 to \$100 per RSM event, current expected to be $3 \times \$100$. This reflects the low revenue for RSM, although some contribution is still considered appropriate.*
- *Mafeking Rover Park - A contribution of \$1000 has been included for Mafeking Rover Park, which was foreshadowed for a number of years. The Finance Committee is of the view that we need to budget for this contribution, so that Mafeking Committee of Management understands it as an expectation, and to be fair with other operating entities of the VRC.*

ACTION REQUESTED

It is recommended that the Victorian Rover Council note the contents of this cover letter and the attached budget and approves the 2021-22 VRC operating budget.

The Scout Association of Australia
Victorian Rover Council
2020/21 ACTUALS to BUDGET

	PRIOR YEARS		CURRENT YEAR				
	2019 Actual 30-Jun-19 \$	2020 Actual 30-Jun-20 \$	12 Months to 30 JUNE 2021			2022 Budget 30-Jun-22 \$	
			Budget FY21 \$	Actual YTD 11/5 \$	Variance \$		Comments
INCOME							
Mudbash	6,000	-	6,000	-	(6,000)	5,000	MB22
Surfmoot	6,000	6,000	6,000	6,000	-	5,000	SM22
MARB	500	500	500	-	(500)	500	M21
Rover Dinner	500	-	500	-	(500)	-	RD21 - Removed not a participation event.
Rover Scout Motorsport	750	750	-	-	-	300	Reduce from prior levels - \$100 per event.
Baw Baw Rover Crew	6,000	6,000	-	-	-	5,000	
Bogong Rover Chalet Mgt Group	6,000	6,000	-	-	-	5,000	
Mafeeking Rover Park	-	-	-	-	-	1,000	
Sundry	559	212	-	-	-	-	This is a % allocation representing share of external to section revenue and a contribution to VRC.
Merchandise sales	-	450	-	277	277	-	Not budgeted
Interest	1,893	1,548	1,000	696	(304)	750	Not budgeted, revenue current year mainly R100 scarves
	28,202	21,459	14,000	6,973	(7,027)	22,550	Low interest rates
EXPENDITURE							
Marketing & Promotion	190	865	500	55	445	500	Reduced
Training Subsidies & Courses	855	1,609	1,000	289	711	1,000	Reduced, includes RA Seminar costs, and add on training cost.
Awards and Presentations	640	180	300	-	300	300	Reduced, most of cost in SC Budget, cost of VRC Tickets to Rover dinner 4x50
NRC & NRYP Meeting	2,200	2,165	2,300	-	2,300	1,500	NRC Jan/Feb 22 - in Victoria
NRC Levy	5,250	5,186	-	-	-	9,348	Presently \$7.50 * 1.025 assumed, deferred for FY21. 1216 2021 Census
Moot Buddies	1,221	1,206	1,206	1,188	18	1,216	\$1 per head 1216 Census
Sundry Expenses - VRC General Operating costs	191	2,032	1,000	886	114	1,200	Expenses such as working bees, gifts, cards etc. Mostly VRC Centre clean-up 2020
Equipment Maintenance	-	593	750	72	678	1,000	VRC Trailer and other equipment, Carpet glue FY20. Budget allocation required
Equipment - Minor Purchases	229	1,451	-	-	-	1,000	Planned VRC maintenace work
Equipment - Major Purchases	3,537	-	-	-	-	-	No operating budget - This is for larger investment
Equipment - IT	2,101	-	-	-	-	-	No operating budget - This is for larger investment
Postage, Stationery & Office Expenses	(239)	(468)	-	(71)	71	-	Postage for orders, offset by revenue so nil to budget, revenue item for fy20.
Communications & IT	407	1,611	1,000	660	340	1,000	SMS and IT Infrastructure operating costs, including tablets, square, domain renewals, minor asset replenishment
Accounting Fees	382	406	500	355	145	500	xero, bank fees, Square fees etc.
Contingencies	390	412	500	-	500	500	Non budget item, fy20 used for CBR Bus driver airfare
Year book	7,348	2,160	4,500	-	4,500	2,500	Year book printing costs, not printed in FY20 - accrued, required fy22
Merchandise Costs	-	88	-	-	-	-	Not budgeted
Rover Centenary	(1,286)	-	-	-	-	-	Not required FY20/21
	23,417	19,496	13,556	3,434	10,122	21,564	
OPERATING SURPLUS/(DEFICIT) YTD	4,238	1,963	444	3,539	3,095	986	
Abnormal items off budget	-	-	-	-	-	-	
NET SURPLUS/(DEFICIT) YEAR TO DATE	4,238	1,963	444	3,539	3,095	986	
			3.17%			4.37%	



BOGONG CHALET MANAGEMENT GROUP
VICTORIAN ROVER COUNCIL
SCOUTS AUSTRALIA
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BCMG Budget for the 2021/22 Financial Year

This proposed budget is presented to the Victorian Rover Council, having been discussed, examined and approved by the Executive Committee of the Bogong Chalet Management Group. The formulas used to calculate the budget are outlined in the explanatory notes attached to this document.

The BCMG firmly believe that the long-term financial position of the Chalet is sound. We believe that the effects of the COVID-19 pandemic on the financial position of the Chalet have and will continue to be minor, although negative, and remains unlikely to have serious long-term implications.

The continuing effects of the pandemic will be felt throughout the coming financial year, in both the summer and winter seasons. The reduction in the maximum number of bookings per event as per the active pandemic response policies will likely be the largest factor responsible. This may have a negative impact on revenue and may reduce the variable or "per head" expenses. However, several expense items have continued to increase in cost over the past twelve months, even with the ongoing difficulties of the pandemic.

Overall, for the coming year, the interest in attending a winter party has remained very strong, even with the required measures that we have had to enact as a result of the pandemic. This trend is one that we are confident will continue over the next few years and will help the Chalet weather the impact of the pandemic with relatively minimal losses. Further, the expected expenditures for planned capital works are unlikely to have any negative impact on the financial position of the Chalet over this period.

Over this past year as Honorary Treasurer, I have enjoyed the experience I have gained with the management of the accounts for the Chalet, and the Xero Software package sits at the heart of that system. I am grateful for the continuing support and assistance of both the BCMG Committee and Jody Freeman, as Honorary Treasurer for the Victorian Rover Council. The BCMG Committee and I retain a firmly positive outlook for the future of the Chalet.

Yours in Scouting,

P.E. Linnell BAcc Swinburne

Honorary Treasurer,
Bogong Chalet Management Group.

Current Year and Proposed Budget Comparison

Line Items	Budget		Proposed Budget		Budget	Notes
	Financial Year 2020/21		Financial Year 2021/22		Variance	
Income	\$	\$	\$	\$	\$	
Winter Bookings						
Current financial year	-		70,850.00		70,850.00	1
Next financial year	11,765.00		12,730.00		965.00	1
Refunds	-		-		-	
Ski Hire & Transport	-		9,985.00		9,985.00	1
		11,765.00		93,565.00	81,800.00	
Summer Bookings						
Mountain Bike weekend	2,000.00		2,000.00		-	1
Summer Bookings	3,000.00		1,000.00		(2,000.00)	1
		5,000.00		3,000.00	(2,000.00)	
Chalet Events						
Member Events	1,500.00		1,500.00		-	1
Special Events	-		-		-	
		1,500.00		1,500.00	-	
Interest	2,000.00		1,000.00		(1,000.00)	2
Merchandise - onsite store	1,000.00		1,000.00		-	
Miscellaneous Income	-		-		-	
Prepaid Revenue Adjustment	-		-		-	
Sponsorship / Donations	-		-		-	
Total Income		21,265.00		100,065.00	78,800.00	
Less Operating Expenses						
Winter Party Expenses						
Badges and Scarves	1,000.00		1,000.00		-	
Falls Creek SES donation	500.00		500.00		-	
Food Winter parties	-		7,000.00		7,000.00	3
Postage and Admin	500.00		500.00		-	
Ski Hire and Transport	-		8,500.00		8,500.00	3
Tawonga Hall	-		3,000.00		3,000.00	3
Transport Falls Creek Coaches	-		12,000.00		12,000.00	3
Trybooking fees	-		2,000.00		2,000.00	3
		2,000.00		34,500.00	32,500.00	
Chalet Bulk Expenses						
Diesel Fuel	3,000.00		3,000.00		-	5
Firewood	4,700.00		5,000.00		300.00	5
Food and consumables	16,000.00		16,000.00		-	4, 5
Garbage Disposal	100.00		120.00		20.00	5
Gas	1,150.00		1,000.00		(150.00)	5
		24,950.00		25,120.00	170.00	
Summer Hire Expenses						
General Hire Costs	-		-		-	
MTB Weekend Costs	1,600.00		1,600.00		-	
		1,600.00		1,600.00	-	
Chalet Event Expenses						
Member Event Expenses	1,400.00		1,500.00		100.00	6
		1,400.00		1,500.00	100.00	
Phone Expenses						
Phone Expenses	650.00		650.00		-	
Phone Expenses - Bookings	600.00		600.00		-	
		1,250.00		1,250.00	-	
Compliance Costs						
CFA Services	600.00		600.00		-	
Food and Health Registration	320.00		320.00		-	
Rent - Parks Victoria	200.00		200.00		-	
		1,120.00		1,120.00	-	
Repairs & Maintenance Expenses						
Equipment	3,000.00		3,000.00		-	
General	400.00		400.00		-	
		3,400.00		3,400.00	-	
Merchandise Expenses						
Badges & scarves	-		-		-	
Jackets	1,250.00		1,250.00		-	
Other Kit	500.00		500.00		-	
		1,750.00		1,750.00	-	
Promotions & Marketing						
General	-	-	-	-	-	
Marketing	750.00		750.00		-	
Outdoors Expo	50.00		50.00		-	
		800.00		800.00	-	
Working Bee Expenses						
Fuel - Transport	450.00		1,000.00		550.00	7
Working Bee Costs - Food etc	150.00		750.00		600.00	7
		600.00		1,750.00	1,150.00	
Bank Charges	50.00		50.00		-	
Consulting & Accounting	400.00		400.00		-	
Depreciation	-		-		-	
Insurance	15,000.00		16,000.00		1,000.00	6
Prepaid Expense adjustment	-		-		-	
Sundry Expenses	500.00		250.00		(250.00)	8
VRC Appropriation	4,500.00		5,000.00		500.00	9
Total Operating Expenses		59,320.00		94,490.00	35,170.00	
Net Surplus/(Deficit)		(38,055.00)		5,575.00	43,630.00	

Notes to the Budget:

1. These revenue items have been calculated using an estimated reduction of 15% in the number of bookings in each category from the previous opened season, this is then multiplied by the current booking rates.
2. This revenue item has been adjusted to reflect the trend in reductions in interest rates.
3. These expense items are reflective of the cost per head of participation in a Winter Party and therefore fluctuate along with the number of participants. All values are calculated based on an estimated reduction of 15% in the number of bookings in each category from the previous opened season, this is then multiplied by the current pricing rates and estimates.
4. This expense is calculated based on the maximum amount of bulk food per head that can be stored at the Chalet.
5. These expense items are listed in the budget to facilitate the resupply of the Chalet for the 2022 Winter Season.
6. These expense items have been adjusted to reflect the continued trend of increases in costs.
7. This expense item has been adjusted to reflect the expected increase in the amount of activity, particularly in relation to the ongoing renovation works on the bathroom facilities at the Chalet.
8. This expense item has been adjusted to reflect the downward trend of the expense items included in this category.
9. This expense item is set by the decisions of the Victorian Rover Council.

General Note to Expenses:

Adjustments to all expenses have been calculated using both the latest Consumer Price Index data obtained from the Australian Bureau of Statistics, and Linear Forecasting Formulas incorporating the past three years and the Year to Date. The larger of the two values produced by these calculations has been preferred in all cases. Estimated adjustments for variable costs are made on a per head basis.

Explanatory Comparisons Attached Below:

- Budget and Actual Year to Date for the current Financial Year (FY 2019/20).
- Current Year to Date and the Proposed Budget, to show the estimated budgetary position over both years.
- FY 2019/20 Budget and Year to Date, the FY 2020/21 Budget, and the Actuals from both FY 2017/18 and FY 2018/19.

Year to Date as at 27/05/2021 and Current Year Budget Comparison

Line Items	Budget		Year to Date		Variance
	Financial Year 2020/21		Financial Year 2020/21		
Income	\$	\$	\$	\$	\$
Winter Bookings					
Current financial year	-		12,575.00		12,575.00
Next financial year	11,765.00		10,865.00		(900.00)
Refunds	-		(13,720.00)		(13,720.00)
Ski Hire & Transport	-		805.00		805.00
		11,765.00		10,525.00	(1,240.00)
Summer Bookings					
Mountain Bike weekend	2,000.00		-		(2,000.00)
Summer Bookings	3,000.00		-		(3,000.00)
		5,000.00		-	(5,000.00)
Chalet Events					
Member Events	1,500.00		-		(1,500.00)
Special Events	-		-		-
		1,500.00		-	(1,500.00)
Interest	2,000.00		578.58		(1,421.42)
Merchandise - onsite store	1,000.00		197.00		(803.00)
Miscellaneous Income	-		-		-
Prepaid Revenue Adjustment	-		840.00		840.00
Sponsorship / Donations	-		-		-
Total Income		21,265.00		12,140.58	(9,124.42)
Less Operating Expenses					
Winter Party Expenses					
Badges and Scarves	1,000.00		662.27		(337.73)
Falls Creek SES donation	500.00		500.00		-
Food Winter parties	-		-		-
Postage and Admin	500.00		538.09		38.09
Ski Hire and Transport	-		-		-
Tawonga Hall	-		-		-
Transport Falls Creek Coaches	-		-		-
Trybooking fees	-		8.30		8.30
		2,000.00		1,708.66	(291.34)
Chalet Bulk Expenses					
Diesel Fuel	3,000.00		506.24		(2,493.76)
Firewood	4,700.00		7,811.28		3,111.28
Food and consumables	16,000.00		22,919.39		6,919.39
Garbage Disposal	100.00		248.46		148.46
Gas	1,150.00		520.19		(629.81)
		24,950.00		32,005.56	7,055.56
Summer Hire Expenses					
General Hire Costs	-		-		-
MTB Weekend Costs	1,600.00		-		(1,600.00)
		1,600.00		-	(1,600.00)
Chalet Event Expenses					
Member Event Expenses	1,400.00		-		(1,400.00)
		1,400.00		-	(1,400.00)
Phone Expenses					
Phone Expenses	650.00		345.39		(304.61)
Phone Expenses - Bookings	600.00		400.00		(200.00)
		1,250.00		745.39	(504.61)
Compliance Costs					
CFA Services	600.00		-		(600.00)
Food and Health Registration	320.00		157.50		(162.50)
Rent	200.00		-		(200.00)
		1,120.00		157.50	(962.50)
Repairs & Maintenance Expenses					
Equipment	3,000.00		1,492.18		(1,507.82)
General	400.00		4,134.14		3,734.14
		3,400.00		5,626.32	2,226.32
Merchandise Expenses					
Badges & scarves	-		-		-
Jackets	1,250.00		-		(1,250.00)
Other Kit	500.00		2,400.00		1,900.00
		1,750.00		2,400.00	650.00
Promotions & Marketing					
General	-		-		-
Marketing	750.00		-		(750.00)
Outdoors Expo	50.00		-		(50.00)
		800.00		-	(800.00)
Working Bee Expenses					
Fuel - Transport	450.00		671.79		221.79
Working Bee Costs - Food etc	150.00		1,268.07		1,118.07
		600.00		1,939.86	1,339.86
Bank Charges	50.00		-		(50.00)
Consulting & Accounting	400.00		365.47		(34.53)
Depreciation	-		-		-
Insurance	15,000.00		15,369.52		369.52
Prepaid Expense adjustment	-		6,324.95		6,324.95
Sundry Expenses	500.00		191.15		(308.85)
VRC Appropriation	4,500.00		-		(4,500.00)
Total Operating Expenses		59,320.00		66,834.38	7,514.38
Net Surplus/(Deficit)		(38,055.00)		(54,693.80)	(16,638.80)

Year to Date as at 18/05/2021 and Proposed Budget Comparison

Line Items	Year to Date		Proposed Budget		Variance
	Financial Year 2020/21		Financial Year 2021/22		
Income	\$	\$	\$	\$	\$
Winter Bookings					
Current financial year	12,575.00		70,850.00		58,275.00
Next financial year	10,865.00		12,730.00		1,865.00
Refunds	(13,720.00)		-		13,720.00
Ski Hire & Transport	805.00		9,985.00		9,180.00
		10,525.00		93,565.00	83,040.00
Summer Bookings					
Mountain Bike weekend	-		2,000.00		2,000.00
Summer Bookings	-		1,000.00		1,000.00
		-		3,000.00	3,000.00
Chalet Events					
Member Events	-		1,500.00		1,500.00
Special Events	-		-		-
		-		1,500.00	1,500.00
Interest	578.58		1,000.00		421.42
Merchandise - onsite store	197.00		1,000.00		803.00
Miscellaneous Income	-		-		-
Prepaid Revenue Adjustment	840.00		-		(840.00)
Sponsorship / Donations	-		-		-
Total Income	-	12,140.58	-	100,065.00	87,924.42
Less Operating Expenses					
Winter Party Expenses					
Badges and Scarves	662.27		1,000.00		337.73
Falls Creek SES donation	500.00		500.00		-
Food Winter parties	-		7,000.00		7,000.00
Postage and Admin	538.09		500.00		(38.09)
Ski Hire and Transport	-		8,500.00		8,500.00
Tawonga Hall	-		3,000.00		3,000.00
Transport Falls Creek Coaches	-		12,000.00		12,000.00
Trybooking fees	8.30		2,000.00		1,991.70
		1,708.66		34,500.00	32,791.34
Chalet Bulk Expenses					
Diesel Fuel	506.24		3,000.00		2,493.76
Firewood	7,811.28		5,000.00		(2,811.28)
Food and consumables	22,919.39		16,000.00		(6,919.39)
Garbage Disposal	248.46		120.00		(128.46)
Gas	520.19		1,000.00		479.81
		32,005.56		25,120.00	(6,885.56)
Summer Hire Expenses					
General Hire Costs	-		-		-
MTB Weekend Costs	-		1,600.00		1,600.00
		-		1,600.00	1,600.00
Chalet Event Expenses					
Member Event Expenses	-		1,500.00		1,500.00
		-		1,500.00	1,500.00
Phone Expenses					
Phone Expenses	345.39		650.00		304.61
Phone Expenses - Bookings	400.00		600.00		200.00
		745.39		1,250.00	504.61
Compliance Costs					
CFA Services	-		600.00		600.00
Food and Health Registration	157.50		320.00		162.50
Rent	-		200.00		200.00
		157.50		1,120.00	962.50
Repairs & Maintenance Expenses					
Equipment	1,492.18		3,000.00		1,507.82
General	4,134.14		400.00		(3,734.14)
		5,626.32		3,400.00	(2,226.32)
Merchandise Expenses					
Badges & scarves	-		-		-
Jackets	-		1,250.00		1,250.00
Other Kit	2,400.00		500.00		(1,900.00)
		2,400.00		1,750.00	(650.00)
Promotions & Marketing					
General	-		-		-
Marketing	-		750.00		750.00
Outdoors Expo	-		50.00		50.00
		-		800.00	800.00
Working Bee Expenses					
Fuel - Transport	671.79		1,000.00		328.21
Working Bee Costs - Food etc	1,268.07		750.00		(518.07)
		1,939.86		1,750.00	(189.86)
Bank Charges	-		50.00		50.00
Consulting & Accounting	365.47		400.00		34.53
Depreciation	-		-		-
Insurance	15,369.52		16,000.00		630.48
Prepaid Expense adjustment	6,324.95		-		(6,324.95)
Sundry Expenses	191.15		250.00		58.85
VRC Appropriation	-		5,000.00		5,000.00
Total Operating Expenses		66,834.38		94,490.00	27,655.62
Net Surplus/(Deficit)		(54,693.80)		5,575.00	60,268.80

Two Previous Years, Year to Date and Budget Comparison

Line Items	FY2018/19 Actuals \$	FY2019/20 Actuals \$	FY2020/21 Year to Date \$	FY2020/21 Budget \$	FY2021/22 Budget \$
Income					
Winter Bookings					
Current financial year	73,993.50	86,911.50	12,575.00	-	70,850.00
Next financial year	14,315.00	2,440.00	10,865.00	11,765.00	12,730.00
Refunds	(1,665.50)	(7,966.50)	(13,720.00)	-	-
Ski Hire & Transport	9,253.50	12,520.00	805.00	-	9,985.00
	95,896.50	93,905.00	10,525.00	11,765.00	93,565.00
Summer Bookings					
Mountain Bike weekend	2,060.00	-	-	2,000.00	2,000.00
Summer Bookings	210.00	2,700.00	-	3,000.00	1,000.00
	2,270.00	2,700.00	-	5,000.00	3,000.00
Chalet Events					
Member Events	2,411.00	1,657.00	-	1,500.00	1,500.00
Special Events	-	-	-	-	-
	2,411.00	1,657.00	-	1,500.00	1,500.00
Interest	2,044.40	917.15	578.58	2,000.00	1,000.00
Merchandise - onsite store	3,601.00	4,088.00	197.00	1,000.00	1,000.00
Miscellaneous Income	-	741.00	-	-	-
Prepaid Revenue Adjustment	(1,510.00)	13,935.00	840.00	-	-
Sponsorship / Donations	4.00	-	-	-	-
Total Income	104,716.90	117,943.15	12,140.58	21,265.00	100,065.00
Less Operating Expenses					
Winter Party Expenses					
Badges and Scarves	1,188.18	977.27	662.27	1,000.00	1,000.00
Falls Creek SES donation	1,000.00	500.00	500.00	500.00	500.00
Food Winter parties	6,457.82	7,550.32	-	-	7,000.00
Postage and Admin	211.98	67.99	538.09	500.00	500.00
Ski Hire and Transport	8,171.11	11,234.93	-	-	8,500.00
Tawonga Hall	1,690.00	1,200.00	-	-	3,000.00
Transport Falls Creek Coaches	11,580.91	15,949.99	-	-	12,000.00
Trybooking fees	1,631.50	1,985.55	8.30	-	2,000.00
	31,931.50	39,466.05	1,708.66	2,000.00	34,500.00
Chalet Bulk Expenses					
Diesel Fuel	2,543.85	2,475.51	506.24	3,000.00	3,000.00
Firewood	4,200.00	272.73	7,811.28	4,700.00	5,000.00
Food and consumables	12,872.80	556.27	22,919.39	16,000.00	16,000.00
Garbage Disposal	-	67.73	248.46	100.00	120.00
Gas	992.25	949.00	520.19	1,150.00	1,000.00
	20,608.90	4,321.24	32,005.56	24,950.00	25,120.00
Summer Hire Expenses					
General Hire Costs	-	-	-	-	-
MTB Weekend Costs	1,640.59	-	-	1,600.00	1,600.00
	1,640.59	-	-	1,600.00	1,600.00
Chalet Event Expenses					
Member Event Expenses	2,255.57	1,541.27	-	1,400.00	1,500.00
	2,255.57	1,541.27	-	1,400.00	1,500.00
Phone Expenses					
Phone Expenses	576.66	655.71	345.39	650.00	650.00
Phone Expenses - Bookings	545.40	545.45	400.00	600.00	600.00
	1,122.06	1,201.16	745.39	1,250.00	1,250.00
Compliance Costs					
CFA Services	1,040.32	-	-	600.00	600.00
Food and Health Registration	308.30	286.37	157.50	320.00	320.00
Rent	192.72	195.26	-	200.00	200.00
	1,541.34	481.63	157.50	1,120.00	1,120.00
Repairs & Maintenance Expenses					
Equipment	1,738.83	2,019.42	1,492.18	3,000.00	3,000.00
General	3,974.25	1,764.62	4,134.14	400.00	400.00
	5,713.08	3,784.04	5,626.32	3,400.00	3,400.00
Merchandise Expenses					
Badges & scarves	-	-	-	-	-
Jackets	2,681.82	363.64	-	1,250.00	1,250.00
Other Kit	-	-	2,400.00	500.00	500.00
	2,681.82	363.64	2,400.00	1,750.00	1,750.00
Promotions & Marketing					
General	64.73	26.54	-	-	-
Marketing	-	977.24	-	750.00	750.00
Outdoors Expo	11.79	36.85	-	50.00	50.00
	76.52	1,040.63	-	800.00	800.00
Working Bee Expenses					
Fuel - Transport	547.52	-	671.79	450.00	1,000.00
Working Bee Costs - Food etc	360.98	-	1,268.07	150.00	750.00
	908.50	-	1,939.86	600.00	1,750.00
Bank Charges	30.00	30.00	-	50.00	50.00
Consulting & Accounting	381.84	356.29	365.47	400.00	400.00
Depreciation	10,939.54	11,222.66	-	-	-
Insurance	13,555.51	14,352.11	15,369.52	15,000.00	16,000.00
Prepaid Expense adjustment	1,135.63	17,264.10	6,324.95	-	-
Sundry Expenses	800.17	217.63	191.15	500.00	250.00
VRC Appropriation	6,000.00	6,000.00	-	4,500.00	5,000.00
Total Operating Expenses	101,322.57	101,642.45	66,834.38	59,320.00	94,490.00
Net Surplus/(Deficit)	3,394.33	16,300.70	(54,693.80)	(38,055.00)	5,575.00

Report into the Potential VRC No Confidence Motion

Paul Byrnes – State Commissioner Personnel Support, VRC Chair 2018/19

Introduction

This report was commissioned by the Victorian Rover Council (VRC) to address the series of events from 2020 to 2021 that lead to a potential no-confidence motion in the Chair of the VRC. The Report was compiled based on a series of interviews held with key stakeholders of the events, including the VRC Chair, State Commissioner - Rover Support, members of the Office Bearers team and multiple Region Chairs.

This report's intended scope is to identify what happened during the relevant period, what decisions were or were not made, where communication breakdown occurred and what institutional, convention or cultural changes could be made to prevent a similar event from rising in the future. It is broken down into the events that occurred, the reporter's reflections on these events and the recommendations of the report.

This report does not intend to identify any parties directly at fault, or whether they may have acted in bad faith and especially does not intend to determine whether a motion of no confidence was warranted. There are nonetheless some reflections that identify where mistakes were made and where the reporter has misgivings as to the motives of some decisions.

For context of this report, VRC operations are governed by the VRC Standing Orders, which do not detail out any mechanism for a motion of no confidence. Though it is simple convention that a Chair holds the authority of the table through majority support of their position.

Summary of Events:

(This does not identify all the events discussed by interviewees, but rather the common themes and contributing factors)

Michelle Saffin was elected in a contested election as VRC Chair in April 2020. It is not uncommon for VRC Chair elections to be contested, as was the case in 2018. Michelle took the Chair in July.

2020 and the impact of the COVID-19 pandemic presented the challenge of Rovering at home. The July through November VRC meetings were held online. By all reports this belied a unique approach to the normally flowing and open nature of a VRC Meeting.

An Active Rover Policy was tabled at VRC and debated for several months. This policy sought to enforce a level of grassroots Unit participation of Rovers active in Rover governance. Different versions of this policy have come to the VRC table over a number of years, as recently as 2017. During this period the Chair was on a Leave of Absence from her Unit as she sought to change Units. It is worth noting that in-person Rovering was not happening and would not resume for a number of months.

In November, a meeting was held with the SC Rover Support Peter, the Deputy Chair and several Region Chairs in attendance. The meeting discussed concerns over the conduct of the Chair in meetings. There were allegations of bullying, shortness in responses during discussions, inappropriate tone and a general disregard for the feelings of those in meetings. A handful of individuals identified they brought these concerns to the attention of the Deputy Chair, who made the decision to share them with the SC Rover Support but did not make a concerted effort to address it with the Chair directly.

Prior to this meeting is when a number of Interviewees established that there were discussions about a motion of no confidence. It is not apparent that these discussions had any detail or an established plan to undertake the motion.

The conclusions of this meeting identified the concerns held, determined that the SC Rover Support would have a discussion with Michelle to draw out improvements to be made and that Michelle would be given until after the February NRC meeting to show marked improvement in her behaviour.

The meeting was held between Peter and Michelle in early December.

The January VRC meeting was held. Interviewees reported little improvement in the alleged meeting behaviour at this point.

The NRC Conference was held online in February. Michelle led the Victorian delegation with support from the NRC Delegate. The conference by all accounts held the usual limitations and difficulties faced by Victorians at the National level with the added complexity of an online format.

Prior to the conference, in November, an email was sent to the Region Chairs by the NRC delegate regarding some concern as to the conduct of the Chair. There is no indication that these issues were addressed with the Chair directly. There were a number of individuals from VRC who watched the NRC conference.

Post the NRC Conference, several Region Chairs indicated they were not happy with Michelle's ongoing performance. A Region Chairs meeting was organised in February. Prior to this meeting, the Deputy Chair communicated that the Region Chairs should actively seek the opinions of the Units of

their Regions as to whether there should be a motion of no confidence and whether they should support such a motion.

Region Chairs undertook this task in different ways, the most stark of which was an open advertisement of a meeting to discuss a potential motion of no confidence advertised on the Mt Dandenong Region Rover Community Facebook group.

The Region Chairs meeting was the first meeting attended in person by all the Region Chairs. The first half dealt with the normal business of the Region Chairs. Michelle was invited to attend to the second part of this meeting. The Deputy Chair and the SC Rover Support made the decision to not inform the Region Chairs prior to her attendance.

Upon leaving the meeting, it was decided that a Motion of No Confidence was no longer under consideration.

Reflections:

Meeting Behaviour:

The most identified issue with Michelle's performance was that of her treatment of people during meetings. She was described as short, disrespectful and dismissive. The purported seriousness of this behaviour ranged from being dismissed as just 'her style' to rude and offensive. Without experiencing this first-hand and relying on hearsay, it is difficult to make any reflections on this.

Assuming that the comments made by Region Chairs regarding this behaviour were reasonable and accurate, the issues explored below including communication, neglect of decision making and Office Bearer loyalty remain relevant.

In addition, there is a distinct and commonly accepted change of style adopted by Michelle as chair as compared to her contemporaries. The change in style, coupled with the online meeting format may have been a culture shock for some members of VRC. It takes time to adjust to the styles of a new leader or Chair in the best of circumstances in person, but on Zoom, this change is highlighted and its effects felt more deeply.

This report does not consider this change of style as important in explaining any moves against the Chair, but it is worth noting as it could realistically be considered as a contributing factor to the extra scrutiny that a number of decisions the Chair made came under.

Communication:

In interviews with Region Chairs, most identified that they felt like there was a general lack of communication between themselves and Michelle. That most of these issues would have been overcome with stronger communication lines was a common contention.

Region Chairs indicated that the lack of communication resulted with the perception of being kept out of the loop by Michelle. That decisions were being made or agendas pursued without a fulsome understanding of intent. That being said, there was a distinct lack of attempts from Region Chairs to fix this communication line themselves. Some Region Chairs indicated minor attempts at bridging the divide but for the most part did not attempt to improve communication with Michelle.

This communication issue in the context of the second half of 2020 is understandable. It is anecdotally understood that failure to communicate in the circumstances of the pandemic was widespread. The mental health and motivation issues of long-term lockdowns could at least in part explain, if not excuse, this disconnect. Nonetheless, there are clear improvements that can be made in this place.

Communication with Region Chairs from the Chair outside of a VRC meeting is by convention and tends to be based on relationships generally existing prior to a term on VRC. Reporting to and from Region Chairs is ordinarily conducted through the Deputy Chair. It is apparent that that line of communication was not sufficient for the needs of the Region Chairs, either through the methods of the Deputy Chair or the expectations of the Chair explaining their decision making.

A number of issues that drew resentment toward the Chair, including her status as an active rover, the use of the State Commissioner title and the performance of Victoria at NRC would have been overcome with stronger communication channels. This does not place blame at the feet of the Chair for not explaining positions or circumstances, but rather identifies that stronger lines of communication, initiated from either side, would mitigate the angst involved.

Office Bearers

A Chair is elected first, followed a month later with the rest of their team for a number of reasons, the most important being that potential office bearers are aware of the individual who they would be reporting to and can make a decision on whether they can have a constructive relationship. As such, any Office Bearer should join the team with an intent of supporting the Chair to carry out their duties.

It is evident that there was a breakdown of communication between some members of the Office Bearer team and the Chair. But there was also evidence that some members of the Office Bearers team, rather than identifying issues with the Chair or other member of the executive, got caught up in the separate frustrations of the Region Chairs and decided to add to the complications of the situation by directly airing grievances to the Region Chairs at large. Not only does this undermine the confidence in the Chair, but it is bad governance and reeks of ulterior motives beyond a search for transparency.

Following along a similar line, the inability and the failure for members of the executive to communicate with the Chair came to the detriment of the entire VRC. Rover Advisors are useful tools and can be empowering and provide support to Rovers when utilised properly, but they should not be relied on to be the sole communicator of issues with the Chair. When issues arose and were identified with the Chair's performance, they were brought to the attention of the Deputy Chair, who, rather than addressing them with the Chair, deferred to the State Commissioner. This is a derogation of duty and likely led to a much more complicated, long running situation than was necessary. The Deputy Chair did not provide much insight as to why this decision was made.

The Chair should be able to rely on the support of the Office Bearers and the Executive. A failure to identify issues and have an open line of communication with the Chair and a communication of issues to other parties comes to the detriment of the VRC and renders the Chair incapable of properly fulfilling their duties.

Neglection of Decision Making

It is understood that the Deputy Chair required the Region Chairs to connect with the Unit Chairs of their Regions to make a determination of whether a motion of no confidence should be made. It was decided that it would be appropriate to seek the guidance of the Units due to the scale of what such a move would be, to ensure proper representation and to ensure there was no 'bias' in the decision making.

Different regions undertook this activity in different ways. One Chair publicly posted on a Facebook page the topic of discussion, others brought it up in an open Region Meeting and others communicated solely with Unit Chairs. Each of these approaches brought the Chair into disrepute, though some had more tact than others. It is clear that the public manner in which this task was undertaken had a serious and understandable impact on the Chair.

Region Chairs took different approaches to the actual conversation as well. It was very disappointing to learn that some of these conversations were had where the 'issues' with the Chair were presented by the Region Chair and discussed but there was no counter-narrative provided, no identification of the positive parts of the Chair's term, initiatives raised or the unprecedented struggle that COVID-19 presented to a Chair. This implies that the concept of ensuring proper representative or ensuring a lack of bias were not in fact the driving force behind talking to Unit Chairs. It's inappropriate to infer what the true intent may be to this decision making, but the result was to affirm the views of certain Region Chairs that a motion of no confidence was appropriate.

Other Region Chairs identified that they communicated these issues with the Unit Chairs with reluctance, due to the decision of the Region Chairs as a group to seek feedback, and that they provided a broader context to the issues, identified the positives of the Chair and stressed the seriousness of the decision.

It's a rational conclusion that the average Unit Chair cannot be expected to make a true informed decision on the behaviour of the VRC Chair without regularly attending VRC meetings or having a close working knowledge of the functioning of VRC. Moreover, Region Chairs are the elected representatives of their Regions and where appropriate, are not only empowered to, but are required to make decisions. Though this is a judgement call of when such a decision should be made via the wider Region as opposed to on the determination of the Region Chair, it is difficult to identify when it would be more appropriate than in these circumstances.

Various parties brought up the concept of preventing 'bias' in their decision making. There was little wider explanation of what this bias was meant to entail. Some identified that they saw themselves as vessels for the Region's wishes, so any personal input would be inappropriate. It is difficult to reconcile the notion that bias, or personal input, should be avoided with the representative democratic model VRC utilises and the basic requirement of democratic accountability. It appears that the concept of bias was crossed with the issues of a conflict of interest. It is not only perfectly acceptable that Region Chairs as democratic leaders have an informed opinion and make an informed decision, but it is desirable that they do so.

Chair Autonomy

The Chair is elected by the VRC table for a 12-month period. Where there is an election, the candidates address the meeting and identify why they want to be Chair and what they seek to do with their term. Each month at VRC the Chair is required to table a report on their activity and any matters of interest. They represent the section to the wider movement and take part in an array of activities at the local, state and national level. They are responsible for the efficient running of Rover governance and that the aim and purposes of the section are pursued and where this is not achieved, it reflects poorly on the Chair.

Not only does the Chair have a direct interest in the success of the section, but should be making every effort to ensure that success. As such, they should be an intimate part of the VRC policy process, creating proposals, commenting on and amending them in conjunction with the relevant Office Bearers and the Region Chairs. This hands-on approach to policy is especially important in the current climate which does not see much substantive policy coming from the Regions.

It is apparent that some Region Chairs took umbrage with the Chair's engagement with the policy process and saw her as too involved. It could be surmised that the requirement that the Chair is neutral during meetings as far as reasonable so as to efficiently Chair the meeting was confused with a perception that the Chair should be neutral on all matters. In reality, they are the Office Bearer for the VRC as a body and should have an intimate involvement in all matters relevant to that goal.

National Rover Council

The issues surrounding Victoria's relationship with, and performance at, the NRC conference are long and complicated. It is of little utility to explore the intricacies here, but some background context is still warranted.

Victoria has a complicated relationship with the NRC that extends beyond the Rover section to the perception of Victorian Scouting throughout Australia. An NRC conference highlights these issues and can be confrontational to those who have not attended these events. An NRC conference is a

fluid event, with papers created, debated and foiled over the weekend. Conversations of support and decisions of viability or proposals are made away from the table and require a delegation to have the support and authority of their State.

It was made clear in some of these interviews that there was not an appreciation for the intricacies and difficulties of an NRC and the exceptionally limited control that Victoria has in outcomes at the conference. This misunderstanding appeared to feed into a belief that Michelle was not performing, though it is difficult to see that as a fair evaluation of events.

Conflict of Interest

The first identified conflict surrounding the Chair's term was an alleged conflict of interest. It is inappropriate to go too far into the details of the circumstances surrounding this issue as it is a personal matter, but it was in relation to the Active Rover Policy and the state of the Chair's local Rovering involvement.

It became apparent to Region Chairs that the Chair was very actively involved in crafting the Active Rover policy while she was on a leave of absence from the Crew she was registered to at the time. It is worth noting that at this point in the July through October 2020 period that no in-person Rovering was occurring. It is difficult to imagine that there would be any serious questions of the activity of any Rover during the most trying of circumstances that Victoria's lockdown presented.

Few individuals could identify their real concern with this perceived conflict or the effect that it was having beyond wanting to be made aware that a conflict potentially existed. Any comment about the Chair's intent on this policy being insincere is undermined by the failure of Region Chairs to ask the Chair in a formal or informal manner any questions regarding their concern of a conflict.

The Chair in this circumstance could have evaded this issue easily by communicating with the Regions at the first instance when she was on a leave of absence that would potentially influence her judgement of what should or should not be considered an 'Active Rover'. Though the actual influence her situation had on her decision making on this policy is questionable as the Chair herself was the main instigator of the policy, which would be to her detriment if she did not meet the requirements.

Seriousness

The seriousness of the decision to remove a sitting Chair needs to be reflected upon. A motion of no confidence is a public admonishment of the Chair and a direct, negative comment on their performance. It is a public move, that would be widely known, not only in the section, but within the wider Scouting community. The individual would be branded with this decision throughout their Scouting career, not to mention the obvious mental and emotional effect of such a decision.

This is not to say that a motion of no confidence is never appropriate, but rather than it is and should be an action of last resort when all other avenues have been exhausted. It is noted that in previous years, at both the National and State level of Rover governance, Chairs have been absent and unreachable for extended periods of time without no confidence motions brought against them.

It is not apparent that the relevant parties had a full appreciation for the negative impact that their move against a Chair would have. This is best evidenced by a comment that an individual was frustrated that Michelle came to the Region Chairs meeting because it forced the Regions to have empathy for her position and they would be less likely to vote for a no confidence motion.

Beyond the impact locally, the removal of a Chair would foster negative perceptions of Victorian Rovers to the wider Victorian Scouting community. The authority of the VRC, and by extension the Chair, is delegated to Victorian Rovers by the Chief Commissioner. If actions were taken to remove a democratically elected Chair that were not capable of being effectively explained by those responsible for the decision, the perception that the VRC could capably administer the Rover Scout section would be severely undermined.

Summary

If there was a single point of contention that could be blamed for the above situation it would be the lack of communication. Though that in itself, as evidenced above, is not simple and is not a one-sided concern. VRC and bodies of its kind rely on trust and appreciation for the responsibilities that a peer takes on when accepting a position of leadership. VRC Chairs deserve to be given the benefit of the doubt so they can pursue what they believe is in the best interests of the section and Region Chairs deserve to be kept involved and engaged so they can properly represent their regions. When this fails, and this trust breaks down, the system fails to be a positive environment for anyone.

A motion of no confidence is a condemnation of a leader's performance and indicates that the majority of their constituency no longer supports the job they're doing. It is a last resort motion and when proper processes are in place, should never be used, if not because it is a political 'nuclear option', but It is also a deeply personal and emotional event to occur to a Chair.

The below recommendations are one-part actionable changes, one-part constructive criticism to begin a discussion. Each year brings a new generation of Rovers together to form VRC, so sometimes the same issues occur, but pursuit of better processes and institutional conventions will prevent some of these same issues reoccurring.

With these reflections in mind, it is hard to see that this issue would arise in the same fashion in the future. The infamously and unfortunately unique nature of Scouting with COVID-19 Government restrictions, attempting to hold large scale formal meetings online and a lack of any real informal gatherings, made communication more difficult and inflamed tensions beyond what would likely happen.

Recommendations:

Policy Recommendations:

1. **Scope of the Chair**

The scope of the responsibilities of the VRC Chair in the VRC Standing Orders should be expanded to identify the Chair as the leader of the section and as such imbued with authority to lead the section where they see fit. Naturally changes in policy or major decisions should continue to be either decided or ratified by a meeting of the VRC, but it should be clearly identified in policy that the Chair is not only allowed to form and influence policy, but it is their direct responsibility.

2. **Motion of No Confidence**

The VRC Standing Orders should be updated to institute a mechanism for a motion of no confidence. This mechanism should require a meeting of the Region Chairs to discuss the matters at hand prior to the Motion being brought to the table and the Chair should be given a reasonable period of time to respond to accusations, and where appropriate, a reasonable period of time to change behaviour. The VRC should explore whether they would require a majority or a two-thirds majority to pass a motion of no confidence.

Convention Recommendations:

3. **Chair Autonomy**

The Chair is the elected representative of the Section. This does not come with dictatorial power, but it comes with a decision making capacity and representative expectation. The Chair is required to report and have decisions ratified, but there needs to be an amount of leeway provided so the Chair can best represent the section to the wider Scouting community. Regions should retain a respect for the Chair as an elected position and allow them to perform their function for the Section as identified in the Standing Orders.

4. **Bias and Conflict of Interest**

The VRC Table should have a discussion and make a decision about the definition of a conflict of interest and how it differs from individual bias. The Region Chairs should come to a mutual understanding of when they consider a personal opinion as appropriate as opposed to unfiltered representation of the Region.

5. **NRC**

Victoria's representation and engagement with the National Rover Council is complicated and requires subject matter understanding and an appreciation for the political climate of the body. The VRC Chair, in coordination with the NRC Delegate are delegated to have the requisite understanding and appreciation for the Conference and other meetings of the NRC and should be taking the lead and making the necessary decisions in regard to NRC. Should members of the VRC want to provide input beyond being informed from the Delegate's report they should endeavour and volunteer to take an active role in the process.

Cultural Recommendations

6. **Appropriate Region Engagement**

Though it is proper and appropriate to ensure that Region Chairs are representing their

Regions to the best of their ability, it is a basic principle in representative governance that informed decision making does not always include seeking direct input from constituents. There is merit to ensuring maximum engagement from Region Chairs, but there should be a respect for the principles of representative democracy and where extensive prior knowledge or understanding of the minutia of an issue is required, the Region Chairs feel empowered and take on the responsibility of making decisions.

7. **Office Bearer Loyalty**

Office Bearers should be made aware that they are a member of a team that reports to the VRC Chair and to the VRC at large. They should be supporting the Chair in their endeavours and where they are unhappy, they should utilise the appropriate channels. Direct contact to Region Chairs without addressing the Chair regarding the concerns prior is undermining and grandstanding.

8. **Chair to Chair Contact**

There should be a level of communication where appropriate between the Region Chairs and the VRC Chair. There is an evident disconnect between the notion of the Deputy Chair being 'responsible' for the administration of Region Chairs and that the Region Chairs have autonomy and not only can, but should, be actively encouraged to have a strong dialogue with the VRC Chair.