



SCOUTS AUSTRALIA
MINUTES FOR THE 441st MEETING OF THE
VICTORIAN ROVER COUNCIL
HELD AT EUMERALLA SCOUT CAMP, TROOP HALL
SATURDAY, 27TH JANUARY 2018, AT 2:00pm

1	Welcome	
1.1	Flag Break	Jasmine Dickson
1.2	Attendance & Apologies Present – Please see the attached list. Apologies – Jake O’Halloran	Vicki McKinnon
1.3	Acknowledgement of Country The Victorian Rover Council would like to acknowledge that this meeting is being held on the traditional lands of the Wurundjeri people, and pay our respect to elders both past and present.	
2	Congratulations, Guest Speakers, Presentations and Formal Thanks	
	Good on Ya Mate – Council acknowledges and thanks a number of exceptional contributions to Rovering over the past month.	
3	Items for Consent	
3.1	Minutes of the previous VRC Meeting	Jasmine Dickson
	November minutes for approval. Motioned: Plenty Valley Seconded: South West Passed.	
3.2	Correspondence	Vicki McKinnon
	NIL.	
3.3	VRC Financial Report	Jody Freeman
	We are progressing with the setup of Xero files for the Rover section. VRC, Surfmoort and Bogong files are now established with auto bank feeds. Work is underway on the chart of accounts for Bogong and VRC, and then all ytd transactions will be imported and coded. Setup work for other files will commence shortly. Moot Contingent and MARB will be added to the VRC main file. Otherwise, VRC has paid the 2017/18 NRC levy circa \$6000, for NRC 2017 we still have debtors from QLD and ACT, all other branches have paid.	
3.4	Decisions of the VRC Chairman to be ratified	Jasmine Dickson
	Baw Baw generator trailer – an approximate total of \$1200 to fix. This decision was made as the trailer was found to be in need of urgent repair when it was transported from Mafeking for Surfmoort. Rover Dinner Chairman – Reanna Pierce Decision to be made by the OBs team at their next meeting. Applications for Chairman remain open.	

4 Office Bearers Reports**4.1 Chairman****Jasmine Dickson**

Hi everyone!

Welcome back to Rovers for 2018! I hope you had a great Christmas break. I'd like to start by apologising for being absent. Moving up to Mildura has taken a massive adjustment and it's been harder than I thought, excuses aside, I am back on board! I have a few strategies to combat the distance:

- Call one Office Bearer every week,
- Speak either on the phone or have an email summary with Lucy, Paul and Peter,
- Call into all small meetings – e.g. Region Chairs and OBs, and
- Speak to one Subcommittee chairman a week.

I'm excited that we can use the conference phone in the board room at VRC, we had an OBs meeting that was over 3 hours, and it was good enough to hear what was going on and the contributions. Thanks to the team that went to NRC, I know they will summarise everything a bit later but thank you for not only attending in my absence, but also making sure Victoria were heard.

Thanks to the Office Bearers for keeping everything going, especially Paul for running the VRC meetings. Welcome to Jason Thomson to the team, I know we are all excited to have another RA to lean on, and I am sure Peter is looking forward to someone else getting some phone calls!

4.2 Deputy Chairman**Paul Byrnes**

We have mostly completed a census of the Crews in the State, allowing us to update the Find a Crew feature on our website as well as give us a tool to ensure engagement with each of the state's Crews. Welcome to Madeline Ancill as Mt Dandenong's acting Region Chair, thank you to Adele for her work over the past few months.

A Working Group has just completed a review of the Policy Book and the first stage is the development of the Standing Orders, which is tabled in the minutes. This is more or less a framework for how VRC, the Regions and Crews are governed in Victoria. From here, we will be creating a separate document for Subcommittee roles and responsibilities and a policy book that gives procedural and direction policies that we develop here. Have a read of the attached Standing Orders, feel free to send me questions or proposed amendments, hoping to pass this through at our February meeting. Particular thanks to Edwin, Scott and Peter for their help with this.

Special welcome to Ian Collins as our YPR Liaison Office Bearer, we learnt a lot at NRC as to what YPR is going to look like and we have found there is a lot of work to be done moving forward. If you have any young Rovers who you think could contribute to our efforts surrounding YPR, please put them in contact with Ian.

Appreciation should also be shown to those who went to NRC the other weekend. Victoria was well and proudly represented.

4.3 Assistant Chairman**Lucy Hubbard**

Hi all, hope you all have had a fantastic holiday season. Sorry I'm not here today. I would like to congratulate the Surfmoot committee on all the hard work they have put in to make sure this weekend runs smoothly. Most of the subcommittee have worked hard over the summer period to make sure everything is ready to go. We have also brought the emergency water that each of our major events are supposed to have as part of the EMP. This will move from event to event till used or it expires.

Upcoming Events:

- Baw Baw bookings opened on the 26th of January

- Surfmoot Forum – TBA
- Surfmoot AGM – TBA
- February Mafeking Working Bee (Tubes and Tunes) – 16-18th February
- Borderbash – 9-12th of March, tickets are now on sale for \$110

4.4 Quality Team**Tash Borg, Vicki McKinnon, Kieron Younger****Training:**

Welcome to another year of Rover Training.

I would like to take this opportunity to thank my team for their ongoing support. We finished last year having run a non-residential November Basic course and in this coming year we look forward to offering 3 courses both at Gilwell and the Victorian Rover Centre.

Please find below the dates for the courses we will be running:

- **MAY MADNESS:** 4th-6th @ Gilwell
- **JULY NON RES:** 6th-8th @ V.R.C
- **ROVEMBER:** 2nd-4th December @ Gilwell

Please note: a requirement of completing your Basic training includes the completion of an outdoors course, (as per our training guide, please find attached). We would like to encourage Rovers to register for these courses at the same time that they register for their Basic training. The outdoors course can be undertaken either before or after the Basic training.

Rover Outdoor course dates:

- 17th March
- 14th April
- 14th July
- 22nd September
- 20th October

Can we please request that these events be added to the Vic Rover calendar and that Region's distribute these dates with their crews.

B.P.S.A Support:

I would like to publically acknowledge and thank Jesse Carter and Regi for all their hard work with the B.P.S.A support over the past 8 months. We are currently looking for a B.P.S.A Support Officer to see out the 2017/18 term and carry into the 2019 term. If you or any of your Rovers are interested please contact Tash, the current V.R.C Training Officer.

Our plan for the next 12 months:

- More training before VRC meetings starting: March 28th
- State B.P.S.A Support Officer to work alongside the Training Officer
- One rep for each Region Team (more Rover involvement)
- Facebook group for all BPSA support members
- Development of a FAQ sheet with your help

Reminders:**BASIC PROCESS:**

1. Complete common core eLearning
2. Complete Rover eLearning
3. Have Technical Skills signed off
4. Enrol in upcoming Basic course

5. Enrol in upcoming Outdoor course

PROCESS TO ATTAIN WOODBADGE:

1. Finish Advanced, propose the project
2. Get Woodbadge proposal signed off on course
3. Complete project and have this signed off by a team leader/project supervisor
4. Copy of completion form with signatures and contact names and phone numbers from participant and project supervisor – send to Training branch
5. District evaluation conducted minimum 4 months after course completion. If you have not heard from anyone by the end of the 5th month please contact the training team via the training email.

NRC:

The NRC Conference was held from the 13th to the 15th of January in Queensland. Networking with other branches occurred, and the conference went well for Victoria. The papers we delivered did not all go to plan, but our main goals were met; the crew challenge has been changed, and a full audit of NRC operations will occur by 2019. I would like to thank Peter and Paul and a special thanks to Ian and Edwin for stepping in while I was sick. The NRC minutes will be available shortly.

4.5 Participation Team

Rhiannon Lawson, Aaron Webb

Resources:

The painting at VRC will hopefully be finished by the March meeting. A working bee for OBs will be scheduled as well, to help this occur.

4.6 Membership Team

David Toogood, Jesse Carter, Edwin Ryan

IT:

Highland Ave Internet Connection:

In early December our internet connection at Highland Ave was connected, thanks to Aussie Broadband's generous sponsorship. OBs, Region chairs, and Subcommittee chairs have been notified of the WiFi credentials.

Web Server:

In late December our websites moved to a virtualized server, replacing the 17 year old physical server we had previously been using. The unreliability of that physical server caused several website outages late last year. The new virtual server is generously sponsored by OmniConnect, hosted in their Seaford based data centre. We're particularly grateful to OmniConnect for their sponsorship, and to Mathew McKernan for brokering this relationship.

Websites:

The VicRovers, Surfmoort, Mudbash, RSM and Baw Baw websites will be relaunched over the coming weeks. I'm very grateful to my team for their work on this so far; I'm dependent on the skills and time of these volunteers. I'd also like to thank Alannah Higgins from Mudbash and Nat Morgan from RSM for their support in the website redesign process so far.

Crew Email Addresses:

We have been working with the Deputy VRC Chair to update the list of Rover Crews in Victoria as part of updating the Find A Crew map. In the past, Crews have been encouraged to publish a contact name and personal email address as contact details on the Find A Crew map. Given the privacy concerns associated with publishing personal email addresses on a public website, the IT team will be introducing Crew email addresses, in the format "windyvalley@vicrovers.com.au". These email addresses will be set to redirect to the supplied personal email address for each Crew – these are not separate email mailboxes the Crews will need to check, and no mail will be stored by us, it's just a way of masking personal email addresses. We rely on Region Execs to collect up-to-date contact information for their Crews and pass that on to the

Deputy VRC Chair. These email addresses will be introduced in February, we will notify Crews and Regions about this change when it comes into effect.

MailMan Distribution Groups:

In preparation for us moving to a new email service, MailMan distribution groups will no longer be available. I don't know that anyone still uses these in the days of Facebook groups, but please contact me if you have any concerns.

Marketing and Communications:

Currently in the works are reinstating the birthday card initiative (for those Rovers turning 18, 21 and 26) and the VRC mural. Moving forward I am looking for some people interested in the area of sponsorship to join a team. If you or anyone you know are interested in this new project please email marketing@vicrovers.com.au.

4.7 Commissioner Group

Peter Wotherspoon, Greg Davies, Jason Thomson

Peter Wotherspoon:

WF Waters Nominations 2018:

Please refer to the nomination pack attached. Nominations must be received by Peter by the 28th of February (VRC), and will not be accepted after that date. This is to be in line with the National Adult Award process. Nominations are to be forwarded (mailed or given personally) to the State Commissioner Rover Support in a sealed envelope marked 'Private and Confidential' or emailed to sc.roversupport@scoutsvictoria.com.au. Nominations must be received prior to the 28th of February to be considered. Please allow sufficient time for Australia Post if posting the nomination.

NRC Conference:

Please find attached a summary paper from this year's NRC conference.

BP Lodge Award:

Congratulations to Lord Casey Rover Crew for receiving this award for their hours of dedicated Service.

Participation:

There are approximated 1300 Rovers in Victoria, with a mere 500 consistently attending events. This leaves us with a significant proportion of the Rover population that don't participate. The OBs team have developed a survey that will be distributed to all Rovers in the near future, to help find out why. This survey is separate from the forums held for major events, and the OBs team will be looking for assistance from Region Chairs soon.

Guides on Rover Subcommittees:

There are a variety of issues surrounding the involvement of Guides on Rover committees, including ensuring they are adequately covered by insurance, and have current Working with Children's checks. There are currently Guides involved with RSM, the proposal is to take it a step further, and make it possible for Guides to be involved in all committees. A discussion still needs to be had around the age cut-off difference between the two (26 for Rovers, 30 for Guides) and the need for Basic training. However, we are not in a position to turn away interested individuals when we're currently struggling to fill positions on committees.

Jason Thomson:

I'm looking forward to getting to know and working alongside the OBs and other teams.

5 Items for action by OB's, Region and Subcommittee Teams**5.1 Action Items from November**

NIL.

6 Region Reporting**6.1 Bays****Jesse Carter**

Over the break the team has been working on a couple of workshops for the region; February will be a social media promotion workshop and March will be a Crew Constitution workshop. The aims of these are to make sure all the Crews in the Region are up to date in current policy at the Crew level.

6.2 Gippsland**Alex Kovacs**

Gippsland are hosting CARB this year, and are thinking of running a house boating type event. AG is also being held from the 23-25th of February at Lardner Park. It is a major event for the Region, and 100 Rovers are needed to help run the event. Scotty Harrison is the Rover contact, head to the Facebook page to find out more, or see the attached flyer. It is a great Venturer linking activity for Crews.

6.3 Lerderderg**Tom Frier**

Lerderderg are looking forward to a good year to come. We are also looking to appoint a new Region RA in the coming months.

6.4 Melbourne**Michelle Saffin**Region Team:

- MRRC Region gatherings have been finalised for the next 12 months with a re-occurring event on Facebook keeping the Region informed about these events (week of the 2nd Wednesday each month).
- Crew visits will be starting again in February as the Region visits all the Region's crews to see how they're going.
- We are holding our first event of the year this afternoon in the form of fivesies :D

Region Development:

- Joint night competition is running from February to see which crew can run the best joint night, with prizes up for grabs!
- March sees the annual Ro-Vent lazer tag event being run once again.

Training:

- We have already started a big push towards May Madness (as many said timing was a restricting factor to Rovember attendance). We are hoping to also have the FB event for this made soon, to help this push.

6.5 Mount Dandenong**Madeline Ancill**

We have had a busy few months in Mount Dandenong, including Adele Walbridge resigning as Region Chair, and Madeline Ancill filling the role. Our next major event for the Region is MoistMoot (23-25th February) - \$60 at Clifford Park, camping and activities are all included. Event can be found on Facebook.

6.6 Murray Midlands**Mark Damm**

Crew numbers in our region are averaging around 8 members per crew. Some crews are meeting with other crews to make up numbers. Numerous crews have been active with service including: Cohan Shield, Bay Jam, assisting other sections and Remembrance Day. Certain Crews have been quiet over summer due to work, family, school and other commitments. The idea of crew buggies has been looked at in certain crews and current crew buggies being worked on for 2018. Bevan Trimble are starting to plan for the Crews 50th Anniversary which will be in June 2019 and are also training for Andrew's physical badge which will be a hike in the Abel Tasman National Park this year. A new crew may be starting in Beechworth around March.

6.7 Plenty Valley**Edwin Ryan**

Plenty Valley held a December meeting hosted by Cleve Cole Rover Crew. The focus of that meeting was Venturers and recruitment – we looked at an analysis of our census data and crews survey, had a presentation on how to recruit Venturers, discussed Rovers helping at major events like AV2018, and followed the Region meeting with our first RoVenture committee meeting to start planning our Region Venturer Rover camp for 2018. The night was rounded off with cake decorating and ice cream sculpting.

Over the summer we have had Rovers involved in a variety of Scouting activities, with various fundraisers, hikes, service activities, social occasions, and planning meetings. We're pleased to be well represented here at Surfmoot, with 25% of registered Plenty Valley Rovers having bought pre-sale tickets.

6.8 South West**Angus Manning**

The Region has been quiet over Christmas, however, there is a new crew starting up in the Region, who are still working on finishing their paperwork to make it official.

7 Sub-Committee Reporting**7.1 Mafeking Rover Park****Ashley De Kok**

Mafeking have lots of events coming up, including pre-working bee days for Mudbash. We would like to encourage people to do service at the Park, as it is our asset. Please get in contact with the committee if you've got a trade that could be useful at the Park, before you attend the working bee.

7.2 Surfmoot**Alice Hayllar**

The weekend is progressing well, with approximately 395 people through the gate and no major issues. Thank you to the committee and the VRC table for putting in the time to help get this event running – it is greatly appreciated.

7.3 Mudbash**Scott Gregory**

The last few months since VRC have seen the Mudbash committee go out to dinner and hastily prepare reports. On a serious note, teams have been working hard making decisions that have allowed the MOU, EMP and Council event application drafting to start. The next few months will be the crunch time for the committee as we start working bees and the final processes that allow the gates to open on the 8th of June (only 132 days until gates open or 4 meetings). Attached you will find an amended copy of the budget that addresses all queries that have been directed and seeks to clarify any remaining questions. As always you can send any feedback, queries or questions from your Region rovers to chair@mudbash.com or message our Facebook page.

7.4 Rover Scout Motorsport (RSM)**Jayden Barwick**

RSM have two major events coming up. Borderbash is held over the Labour Day long weekend (9-12th March) and tickets are on sale now - \$110 fully catered, including entertainment. There are plenty of things to do for those without a crew car to race, as well as the potential to learn about getting involved in racing. Top Gear Scout is running in March – it is crucial that Rovers are there to support the event for Scouts – they are the future of the section.

7.5 Bogong Rover Chalet**David Nicholls**

The Chalet sponsored slushies at Surfmoot this year to help promote Bogong. The slushie machine has also been serviced so that it can be used at future events. We have had few applications for the Summer Moot to date, which is disappointing. We are now looking for better feedback, and please take this back to your Regions – why aren't Rovers interested in adventurous activities? Bookings for the Winter season open on the 1st of February, with early bird prices available until the 1st of May. The next two working bees for the Chalet are over the Labour Day and Easter long weekends. The committee is also currently having a working bee this weekend.

7.6 W.F. Waters Lodge	Jake O'Halloran
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Bookings are now open from Australia Day. Please speak to your crews and organise a weekend away. The early bird price is \$110.

7.7 MARB	Kate Brockman
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Our budget is being tabled at today's meeting, and can be found attached.

Theme: The Magic Continues

Tickets: \$70 pre-sale, \$80 after that – 3 course meal, entertainment all included

Date: Saturday 22nd of September

Venue: Springvale Town Hall

7.8 Rover Dinner	
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Decision to be made about Chairman at the next OBs meeting. Applications will still be considered open.

7.9 Yearbook	Tash Borg
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It's that time of year again! So here's your 5 month warning, that your yearbook reports are due at the **June VRC meeting**. If your event has already been completed, feel free to submit your report now. All requirements for reports are listed below. We also require 25 high-resolution photos with each report. Any questions can be directed to Tash - tash_borg@outlook.com.

There will be a Yearbook writing workshop before the April VRC meeting, to assist Regions and Subcommittees in writing their reports. Please send through photos to increase the Crews, Regions, and Subcommittees that appear in the Yearbook.

REGION REPORTS: 200 words + 25 photos

- Committee members' names and titles.

Membership heading:

- The total number of rovers in their region
- Whether this is more or less than previous years
- How many crews are in the region

Quality heading:

- Training: how many rovers you had complete training - there is a graph to support this
- Congratulations to anyone in your region who has achieved any service awards (completing BP's, getting wood badges, WF Waters etc.)

Participation heading:

- What has your region been involved in, which events? Did you host any events? Special program nights that you want to share.
- Brief thank you statement to all the rovers in the region for their ongoing support and commitment to rovers.

SUB-COMMITTEE TEAMS: 200 words + 25 photos

- Chairman name

Event Committees:

- What was the event?
- Where was the event?
- When was the event?
- Activities run at the event
- Number of participants
- Event highlights/awards
- Brief thank you to your committee

Asset Committees:

- What is your asset?
- Where is your asset?
- Events run from your asset
- Booking numbers
- Working bees
- Future direction over the next 12 months
- Brief thank you to your committee

8 Other Reports**8.1 Olaves Report****Sam Ferris**

No report submitted.

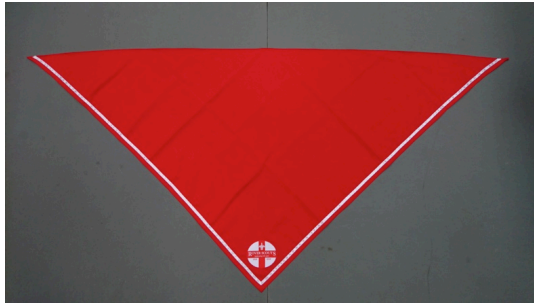
8.2 MPAC Report**Luke Critchley**

No report submitted.

9 Interstate, National and International Events and Contingents**9.1 Rovers 100****David Toogood**

This year is going to be a big year for us as Rovers because as you should all know by now it's our Centenary year! So coming up this year to celebrate Rovers turning the big 100 we will be having Moot 100 on the 28-30th of September which will be open to all Rovers and ex-Rovers. We will also have Link 100 and Service 100. As a state we will be implementing ambassador scarves (see photo) and Rovers 100 epaulets, which will be sent out to your Regions shortly. So stay tuned for a big year in Rovers!

Rovers 100 Booklet was launched in the last week – will be distributed to all Crews. NRC have endorsed uniform badges – an oval badge to be worn on the shirt, and epaulet badges to be worn on the shoulder. The plan is to run a line of VicRovers merch for Rovers 100 – more details available soon.

**10 Tabled Items****10.1 MARB 2018 Budget**

Please find attached the MARB 2018 Budget. All feedback should be directed to the MARB treasurer at angussmann@me.com.

10.2 VRC Standing Orders

Please find attached the VRC Standing Orders. All feedback should be directed to Paul Byrnes, at paul.r.byrnes@gmail.com.

11 Items for the Information of the Victorian Rover Council**11.1 Important Message from NRC**

Be aware that an event currently promoting publicly on Facebook as “CU in the NT: Meeting of other Territories” and formerly as “C U in the NT Moot” and “We’ll meet you in the NT Moot” is not a Scouting event. This event is being organised by a Queensland Rover who intends to operate in the Northern Territory. However, neither Queensland Branch nor the Northern Territory Branch have endorsed this event, and will not be providing any protections or support.

This event has not been endorsed by these branches as it contravenes Scouts Australia Policy and Rules, and relevant branch policies and procedures regarding event preparation. As a result, no branch has assessed the suitability of this event. Please notify any member of your branch planning on attending this event that they do so at their own risk. Any members still planning to attend do so as individuals and not as members of Scouting, and as a result will not be covered under any Scouts Australia insurance policy. If your members have any questions, please direct them to the NRC chair at nrcchair@scouts.com.au.

11.2 Major Events Survey

Over the weekend the Office Bearers team will be conducting surveys in regards to major events. This is step on in an overall plan for reviewing our major events and reconnecting with grassroots Rovering. When we are ready to launch the second step we will be in contact with Region and Subcommittee teams.

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

A reminder that all Rovers will be required in the coming months to re-complete the Child Safety and WHS modules online.

Scouts Australia as part of its ongoing commitment to create and maintain high standards of WHS and Child Safety has determined that training on mandated e-Learning modules will be considered current for only 3 years on the anniversary date of first completion. Adults are required to re-complete the “current” module(s) before the 3 year validity period expires. From the beginning of December, those members that completed their WHS and Childsafe Modules 3 years ago will receive an email reminder notifying them that they need to renew these modules.

What you need to do?

When you get this email or login to e-Learning and see that the module(s) requiring renewal are highlighted and the launch button labeled “Renew” (rather than review). You will need to work your way through this module from start to finish, you will then be required to pass the post-test to be awarded the module. The reason you need to recomplete the whole module this time is because there have been significant updates to the content to reflect the changing trends of legislation and community expectations. Down the track it is expected that this renewal process will be simplified to a pre and post-test as the legislation becomes less fluid and embedded into the community.

What happens if I don’t renew?

If members do not meet their obligation to renew these modules your Branch/State will then activate its local policy to suspend the member from working with children and potentially terminate individuals memberships from Scouts Australia. It’s important to make sure that your Branch/State has your correct email details or you will miss the reminder.

Does everyone need to retest now?

No, but there will be a significant volume of members that will come up for the retest as it was three

years ago that these modules were first released as compulsory modules. After this initial phase, the requirement for recompletion will even out.

If I completed this module on the 30 November 2017 will I need to re-sit?

No, you will start receiving reminders to re-complete these modules 30 August 2020. There will soon be a bridging communication available online that bullet points the updates in the module for those wanting to up skill before the renew is due.

Timeline:

- December 2017 – 1st email reminder: Members that completed WHS and Childsafe in 2014 will receive reminder emails to renew these modules. They will have 12 weeks to complete from the first email.
- January-February 2018 – additional reminders emailed: Branches will be reviewing reports that list members that are yet to renew and Branches will be asking members to explain why this has not occurred.
- March 2018 – Any member that has not renewed will be suspended: Potentially membership terminated.

11.4 VRC BPSA Support Team Leader, VRC Strategic Planning Officer and VRC Program Officer

The Victorian Rover Council is looking for 3 Rovers to appoint to the above roles, position descriptions can be found in the VRC policy book, applications should be emailed to the VRC Chairman or Deputy Chairman. The BPSA Support Team Leader and Strategic Planning Officer roles are a three-year appointment. The Duty Statements can be found attached.

11.5 CBR Moot Contingent Leader Applications

CBR Moot is excited to announce the opening of contingent leader applications! An application form and position description can both be found attached. VRC will appoint the contingent leader, and inform CBR by the 31st of March, 2018. Nominations will close at the February 2018 VRC meeting.

12 Voting Items

12.1 Mudbash 2018 Budget

Thank you to those who provided feedback. All non-cash sponsorship has been removed and therefore may further reduce expenditure but is not paying for it. A true state of the Mudbash accounts has been presented along with non-event expenses, to allow for ongoing project expenses to be funded from the accounts before and after the event. Then if all proposed projects were funded (highly unlikely) a projected state of the Mudbash accounts has been presented to clearly justify that Mudbash can afford to complete some of the listed projects. Further explanatory notes have been added and with these changes all feedback has been accounted for and addressed. We would like to once again thank everyone for providing feedback in order to improve the document into a more transparent version.

Further Updates (resulting in version 3 of the budget): An enquiry was made by a Region as to the top section of the Mudbash budget (merchandise). It was discovered that the income field did not complete the subtraction from Total Cogs and was therefore way overestimating expected income from merchandise. This has been corrected in version 3 of the budget, which is attached and will be voted on.

Motion: That the Mudbash 2018 budget be adopted for implementing.

Passed.

12.2 Baw Baw 2018 Budget

Motion: That the Baw Baw 2018 Budget be adopted for implementing.
Passed.

13 Standing Items**13.1 Nominations for the Baden-Powell Scout Award****Regions**

James Smith, Mahogany Rover Crew

13.2 Crew Names and Scarves**Regions**

NIL.

13.3 Workplace Health & Safety Items

There is to be NO parking on the grass outside the Rover Centre, regardless of the weather conditions.

14 General Business

PLEASE NOTE: The April VRC meeting is due to fall on ANZAC Day. In order to allow Scouting members to be free to commemorate this day, the Office Bearers team has decided to schedule April's meeting for **Wednesday the 18th of April** (3rd Wednesday of the month) instead. Please make any necessary arrangements to ensure you can still attend this meeting.

A note on social media – please watch what you post, and how you respond to comments online; we'll have a more detailed session at the next VRC meeting.

Thank you to Paul for the drafting of the Standing Orders.

The final reports from The Moot have been lodged to the relevant bodies.

Closing Parade: Flag Down & Rover Prayer.

Meeting Closed at: 3.16pm



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VICTORIAN ROVER COUNCIL
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SATURDAY, 27TH JANUARY 2018, AT 2:00pm

Name	Region/Subcommittee	Role
Jasmine Dickson	Bays	VRC Chairman
Paul Byrnes	Plenty Valley	VRC Deputy Chair
Vicki McKinnon	Plenty Valley	VRC Secretary
Kieron Younger	Mt Dandenong	NRC Delegate
Tash Borg	Bays	VRC Training Officer
Ian Collins	Plenty Valley	VRC YPR Liaison
Aaron Webb	Bays	VRC Resource Officer
Natasha Wood	NRC	Training Officer
Jody Freeman	VRC	Treasurer
Peter Wotherspoon	VRC	State Commissioner Rover Support
Greg Davies	VRC	Commissioner
Jason Thomson	VRC	Commissioner
Angus Manning	South West	Region Chair
Scott Manning	South West	Commissioner
Jake Bemelmans	South West	Assistant Chair
Jimmy Smith	South West	Crew member
Jesse Carter	Bays	Region Chair
Drew Lazenby	Bays	Commissioner
Zach Crombie	Bays	Deputy Chair
Madeline Ancill	Mt Dandenong	Acting Region Chair
Hamish Patterson	Mt Dandenong	Development Officer
Troy Van Heer	Mt Dandenong	Crew member
Mel Cugley	Mt Dandenong	RA – Tende Beck Rover Crew
Barney Thornton	Murray Midlands	Commissioner
Mark Damm	Murray Midlands	VRC Rep
Tomas Frier	Lerderderg	Region Chair
Chris Pantalleresco	Lerderderg	Assistant Chairman
Hamish Beshara	Lerderderg	VRC Rep
Tanne Urie	Lerderderg	VRC Rep
Michelle Saffin	Melbourne	Region Chair
Nike Pike	Melbourne	Region Deputy Chair
Edwin Ryan	Plenty Valley	Region Chair/VRC IT Officer
John Lejins	Plenty Valley	Secretary
David Bourton	Plenty Valley	Treasurer
Cathy McKinnon	Plenty Valley	VRC Rep
Alex Kovacs	Gippsland	Region Chair
Peter Gibson	Gippsland	Commissioner
Scott Gregory	Mudbash	Mudbash Chairman
Catriona Houston	Bogong	Alpine Rover Crew
Alice Hayllar	Surfmoot	Surfmoot Chairman
Kate Brockman	MARB	MARB Chairman
Maxine Gibson	Representing AC	Venturers



ROVERS VICTORIA

Rovers Victoria
152 Forster Rd,
Mount Waverley VIC 3149
Phone: (03) 8543 9800
www.vicrovers.com

WF WATERS ROVER SERVICE AWARD NOMINATION PACK

Thank you for your interest in nominating someone for the WF Waters Award.

The WF Waters Award is awarded by the Victorian Rover Council to members of the Rover Section and Lay Persons (including Scouting members associated with other Sections) who give outstanding service to the Rover Section.

Individuals, Crews, Regions, the Victorian Rover Council, or a VRC Subcommittee may make nominations for the Award, by completing this nomination pack.

All recommendations must be fully completed – give full details of service given, including commencing and end dates, as well as the nominee's full name.

Nominations must be forwarded to the State Commissioner for Rover Support prior to the publicised date each year (**28 February**) in order to be considered for the presentations at that year's Rover Dinner.

As the expression "outstanding service" is clearly open to interpretation and not all nominations will be successful, they should NOT be discussed with the nominee.

The State Commissioner for Rover Support will discuss each nomination on a strictly confidential basis with at least three other members of the Rover Section who are recipients of the award.

Only where there is a clear majority in favour will the award be granted.

Successful nominees will be notified by mail as close to August 1st in each year as possible, and their names will be publicised online and in the Australian Scout magazine as soon after 1st August as possible.

Presentation of the award will take place at the Rover Dinner in October. If your nomination is successful, the official nominator is expected to purchase the awardee's ticket for the evening.

Nominations must be received by the State Commissioner Rover Support prior to 28 February to be considered for that years Rover Dinner.

Email: sc.roversupport@scoutsvictoria.com.au

Do not include this page when submitting the rest of the nomination pack.

Sample Cover letter

PRIVATE AND CONFIDENTIAL

Mr Peter Wotherspoon
State Commissioner Rover Support
Scouts Victoria
1665 Cape Otway Rd
WURDIBOLUC VIC 3241

Dear Peter,

Please find attached a nomination for the WF Waters Rover Service Award for [[NAME]].

This nomination is submitted on behalf of [[FORMATION OR NAME]].

Should this nomination be successful, the Rover Dinner organisers can contact [[PAYMENT CONTACT]] by [[CONTACT DETAILS]] to arrange payment of the awardee's ticket.

Yours in Scouting,

[[NAME]]
[[TITLE]]
[[FORMATION]]

[[NAME]]
[[TITLE]]
[[FORMATION]]



Guidelines for making a nomination are on page three of this form.

PERSON RECOMMENDED			
Name			
	First name	Surname	
Crew/Formation/Position			
Postal Address			
	Town/Suburb	State/Territory	Postcode
RECOMMENDED BY			
Name of Formation			
Contact Name			
Contact Email		Phone	
Contact Postal Address			
	Town/Suburb	State/Territory	Postcode
Date Forwarded to State Commissioner - Rover Support			

[illegible]

PERSON RECOMMENDED

Name		
	First name	Surname

Reasons for recommendation:

Give a brief summary of the nominee's service to Victorian Rovering. Attach further pages if required.

[illegible]

OFFICE USE ONLY

Nomination Approved	Yes / No	Date
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GUIDELINES FOR MAKING A RECOMMENDATION

The following guidelines should be used when making a recommendation

For all nominations

1. Nominations must be made in writing, and must be made on the nomination form available from the Victorian Rover Centre or vicrovers.com.au.
2. All relevant service must be listed. Do not assume that the panel considering the nominations will know anything more than what is listed on the nomination form.
3. As this is specifically a Rover award, only service to the Rover section can be considered. Service to other sections will not assist a nomination for the WF Waters Rover Service Award.
4. Nominations must be kept confidential and not discussed, either with the nominee or as part of the agenda at an open meeting.
5. Nominations are to be forwarded (mailed or given personally) to the State Commissioner Rover Support in a sealed envelope marked 'Private and Confidential' only, or emailed to them directly. Nomination must be received prior to 28th February to be considered. Please allow sufficient time for Australia post if posting the nomination.
6. Failure to comply with the requirement for strict confidentiality will result in the nomination not being considered.
7. Where the Award Panel has some doubt about a particular nominee, the State Commissioner may consult the relevant Region or Subcommittee Chairman, Advisor or both.
8. When a person is nominated, but is not successful, that person may, and in some cases should, be nominated again the following year.
9. If the nomination is successful, the nominator is expected to purchase a ticket for the awardee to attend the Rover Dinner.

Note: The WF Waters Rover Service Award is awarded for **Outstanding Service** to the Rover Section. To be eligible, the Service must be of an outstanding nature. Each role must have been carried out to a high standard, and simply fulfilling the expectations of a role is not necessarily enough. All service considered must have a direct benefit to the Rover section.

For Rover nominations

1. i) a Rover must have served at least five years as an Office Bearer at National, State or Region level, while remaining actively involved in their own Crew; or
ii) a Rover must have made a significant contribution to the organisation and running of a major State event or activity over a period of at least five years, while remaining actively involved in their own Crew; or
iii) some combination of both criteria.
2. Where positions are held simultaneously, the qualifying period may be reduced accordingly.
3. Whether a Rover has achieved the Baden-Powell Scout Award has no relevance to this award.

For all Rover Advisor nominations (Including Rover Commissioners and State RAs)

1. A Rover Advisor must have served for a minimum of ten years and have obtained the Rover Woodbadge.
2. Where a Rover Advisor extends their service beyond their appointment, such as regularly assisting with Rover training courses or deputising on a regular basis for the Region's Rover Commissioner, the ten year requirement may be reduced by up to two years.
3. Service as a Rover as outlined above should be set out in the nomination for a Rover Advisor and may be deducted from the ten year minimum service for Rover Advisors.
4. Where a Rover Advisor has more than ten years service, but this was accumulated in two or more sections, it may be more appropriate to nominate them for the Leader Good Service Award.

For nominations of a Lay Person

1. For the purposes of the WF Waters Award, a Lay Person is anyone who is not a Rover, Rover Advisor or a Commissioner appointed to the Rover section.
2. When a Formation is considering a layperson for the WF Waters Rover Service Award, it is recommended that the State Commissioner for Rover Support be consulted prior to submitting the nomination.

NATIONAL ROVER COUNCIL CONFERENCE 13 – 15 JANUARY 2018

Introduction

Victoria was represented at the NRC conference by Paul Byrnes, Kieron Younger, Peter Wotherspoon and observers Edwin Ryan and Ian Collins.

There were three plenary sessions where the minutes of previous meetings, Executive Committee and Branch reports were received and the various papers presented (details of which are below), were discussed as well as five workshop sessions. The Acting Chief Commissioner also spoke to the conference.

The plenary sessions were attended by all delegates and the workshop sessions which ran concurrently were attended by at least one member.

Workshop sessions included:

Youth Program Review (YPR) – double session
Rover Program Engagement
Strategic Plan
Objectives of NRC and BRCs
Rovers 100 Crew packs
Diversity & Inclusion
Rovers Marketing and Website
World Moot – Australian
International Rovering
Life after Rovers
Training – double session
Moot 100
Rovers – what's our role.

Papers discussed at the Plenary sessions, a brief synopsis and outcomes were as follows:

Rovers 100 Crew Resource Pack - These will be distributed to all Crews and contain details of three programs viz: Moot 100, Service 100 and Link 100. Paper and pack accepted with photo credits to be included.

Baden Powell Scout Award – Paper outlined policies associated with the management of the BPSA and the operation of BPSA support teams. Paper endorsed with minor amendments.

National Quality Rover Award – A paper which prescribed in great detail the requirements to be met for this award. Paper endorsed by Victoria voted against because of the overly prescriptive requirements.

Adult Recognition Awards – Provides for Rovers who provide service in other sections to be recognized for their contribution, e.g. Cuboree, etc. Paper endorsed.

Challenge – Paper from Victoria to abolish the Crew challenge was withdrawn. Crew challenge will continue but in a modified state.

Rovers Free Trade Agreement – Provided for Rovers to sell merchandise at other events without the event organisers imposing a levy. Paper endorsed.

Register of Merchandise – Suggestion that all Rover merchandise be listed to avoid duplication, etc. Paper endorsed.

Contingent Leaders – Guidelines for appointing contingent leaders. Similar to Victorian process. Paper endorsed.

Non-financial members – Proposal to disenfranchise non-financial States. Paper endorsed but will not apply if there is a payment plan in place.

NRC Conference SA 2019 – Paper outlined potential costs/budgets for next conference to be held in SA. Paper endorsed.

Funding NRC Conferences – Proposal that NRC collects funds in advance for future conferences and then remits money to the host state. Paper endorsed.

NT Training – Proposal that NRC provides funding for next 12 months to enable SA trainers to travel to NT. Paper endorsed.

Dissolution of NRC – Paper is self-explanatory but was withdrawn.

Audit of NRC Exec – Proposed that a qualitative audit of NRC Exec activities be undertaken over the next 12 months. Paper accepted.

Rover Moot Guidelines – Paper to be revised and resubmitted.

Rover Centenary Badges – Conference accepted one of the paper's proposals, i.e. to have an epaulette and a shirt badge.

Rover Centenary Logo – The proposed logo (attached) was accepted.

If anyone has any questions please contact me or any one of our delegates.

Peter Wotherspoon
State Commissioner – Rover Support
21 January 2018



MARB 2018 Budget

Pre-sale Ticket Price: \$70

Ticket Price: \$80

Expenditure

Item Name	Unit Cost	Quantity	Item Total
Expenditure			
Venue			
Hire Cost	A\$ 427.00	5	A\$ 2135.00
Early Access Fee	A\$ 110.00	5	A\$ 550.00
Bond			A\$ 1500.00
Security			A\$ 900.00
Catering & Alcohol			
Catering	A\$ 35.00	260	A\$ 9100.00
Alcohol	A\$ 16.50	260	A\$ 4290.00
Liquor Licence			A\$ 70.00
Entertainment			
Audio			A\$ 1000.00
Lighting			A\$ 1100.00
Band			A\$ 1650.00
Equipment truck	A\$ 300.00	3	A\$ 900.00
Promotion			
Stand for banner			A\$ 39.99
Banner			A\$ 81.97
Buissness cards			A\$ 44.99
Miscellaneous			A\$ 100.00
Gift (Glasses)	A\$ 5.00	260	A\$ 1300.00
Other			
VRC Advance			A\$ 5000.00
Decoration			A\$ 200.00
Photographer			A\$ 0.00
Hoodies and Shirts			A\$ 1153.08
Total Expenditure			A\$ 31115.03

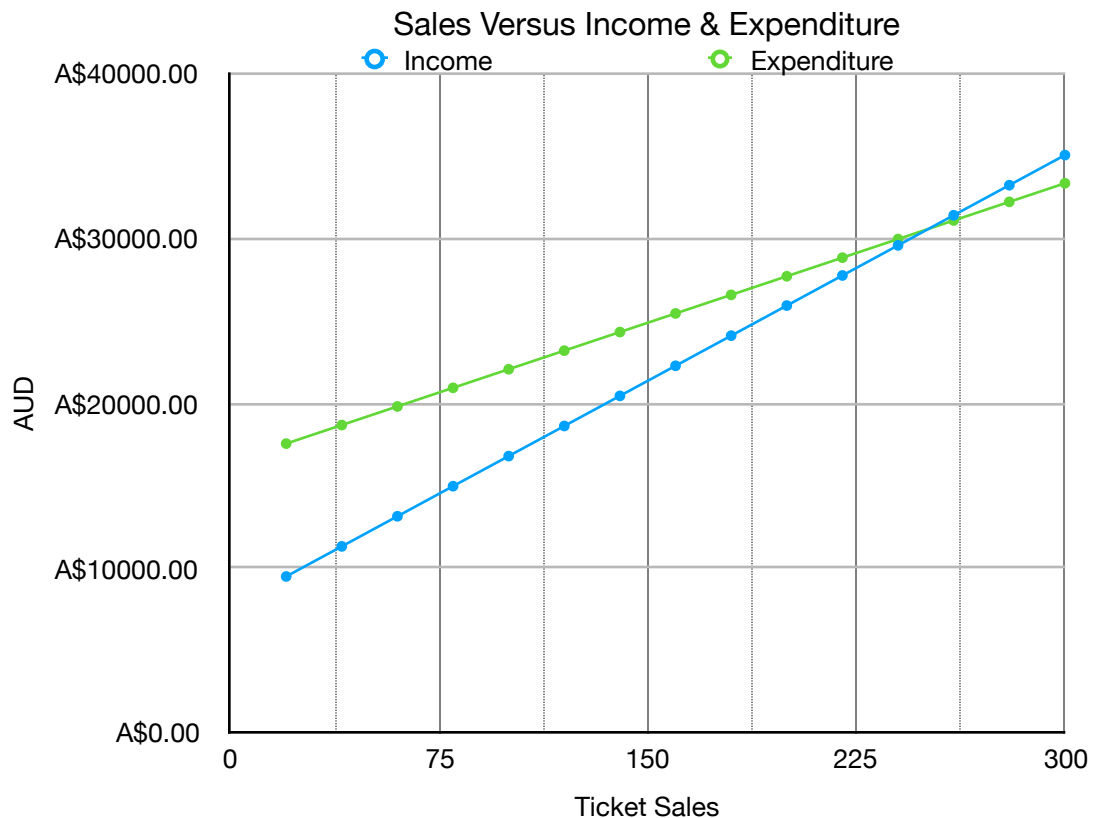
MARB 2018 Budget

Income

Item Name	Unit Income	Quantity	Item Total (AUD)
Income			
Tickets	A\$ 70.00	260	A\$ 18200.00
Alcohol	A\$ 21.45	260	A\$ 5577.00
Bond			A\$ 1500.00
VRC Advance			A\$ 5000.00
Hoodies and Shirts			A\$ 1153.08
Total Income			A\$ 31430.08
Total Expenditure			A\$ 31115.03
Net Profit			A\$ 315.05

Break even point

Item	Value
Capital Costs	A\$ 16425.03
Cost Per Ticket	A\$ 56.50
Income Per Ticket	A\$ 91.45
Fixed Income	A\$ 7653.08
Break-Even Point	251



MARB 2018 Budget Notes

Venue

The hire cost, early access fee and bond are from the quote provided by the venue. The security cost is unconfirmed as the security firms have not yet responded with quotes, so is therefor an estimate.

The venue fee and early access fee is charged by the hour, the quantity is the number of hours quoted by the venue for the night.

Provided the venue is left in an acceptable condition, which is reasonably achievable through good RSA, security and patron behaviour, the bond will be returned after the event.

Catering and Alcohol

MARB 2018 is going with the same catering company as MARB 2017, which charged \$35 per person for food.

The alcohol cost is a per-person estimate of how much alcohol must be purchased, based off of previous figures. The alcohol income is based off this per-person cost, taking into account a small mark-up from the cost to purchase the drinks.

The liquor licence is a legal requirement required to sell alcohol.

Entertainment

Audio, lighting and band costs are based off last years entertainment, as a similar setup is planned for this year.

3 Days of equipment truck hire is budgeted, including fuel costs. It's possible the transportation can be done in less time, this is a 'worst case' so all bases are covered.

Promotion

The stand and banner, plus business cards are sunk costs as they have already been purchased, so prices are final. These are for use at the venue and other events to promote MARB.

The gift cost is for the MARB glasses, which are to be handed out in the same fashion as 2017; after the event and ordered after numbers are finalised to reduce the risk of over or under ordering.

Miscellaneous is a small amount extra budgeted for currently unplanned or unforeseen promotional opportunities, such as advertisements in other Rover even brochures, drink card giveaways, etc.

Other

The VRC advance is start-up money provided by VRC that is returned at the end of the event. It is a fixed income and expense.

MARB 2018 Budget Notes

Decoration is a small allowance for purchasing any items to decorate the venue to fit the theme.

The photographer is budgeted as a \$0 expense as either a friend of scouting can volunteer to do this job, or a photographer will charge for photos purchased by individuals rather than taking the photos, rather than charging the event.

Tickets

Ticket price is \$70 for pre-sale, and \$80 after pre-sale closes. The budget is calculated with the pre-sale ticket cost as to be robust against changes in the ratio of pre-sale to regular ticket sales. The budget reaches break-even at 251 pre-sale tickets sold, and the budget is based on 260 tickets sold, the same attendance budgeted for last years MARB. At 260 people the expected profit is \$315.05

Final Notes

The numbers in the budget are a mixture of quotes and estimates. Where an estimate has been made it has been made in consultation with the committee members relevant to the topic, and the number is estimated with extra added as a buffer to changes and unexpected costs. Using the pre-sale ticket price also is to make the budget more robust to changes.

ROVERS VICTORIA

Standing Orders of the Victorian Rover Council as Adopted by the Victorian Rover Council

Updated February 2018

Adopted by the Victorian Rover Council February 2018

These Standing Orders replace the corresponding policies in the Victorian Rover Council Policy Book

Victorian Rover Council Standing Orders

INTRODUCTION

- I. This document outlines the functioning and governance of the Victorian Rover Council. This document is to be used as a framework for Rover Scout governance; further policies and directions may and will be developed by the Victorian Rover Council.
- II. These Standing Orders and any adopted policies or direction do not derogate from the rules, policy or regulations of Scouts Victoria.
- III. Definitions
 - a. The Victorian Rover Council (VRC), previously known as the Branch Rover Council (BRC), is the peak governing body of Rover Scouts in Victoria.
 - b. Scouts Victoria is the governing body of Scouting in Victoria. It is led by the Chief Commissioner.
 - c. The National Rover Council (NRC) is the peak governing body of Rover Scouts in Australia.
 - d. State Commissioner – Rover Support is the Rover Adviser for Victorian Rover Scouts and refers to any such position as it may be named in the future.
 - e. A Region Rover Community is the governing body of the Region's Rover Scouts and refers to any such body as it may be named into the future. The Region Rover Council represents the Region Rover Community.
- IV. Any reference to the Victorian Rover Council shall also refer to any future or past terminology adopted by Scouts Victoria to describe the peak governing body of Rover Scouts in Victoria.
- V. Any policy in these Standing Orders may be suspended by a majority vote of the Victorian Rover Council. An alteration of the text of the framework requires a two thirds majority vote of the Victorian Rover Council.
- VI. Interpretation of these standing orders is the responsibility of the presiding Chair of the Victorian Rover Council. This in no way limits the ability of the Victorian Rover Council to suspend such policies through a majority vote.

Victorian Rover Council Standing Orders

PART 1: The Victorian Rover Council

1.1 The role of the Victorian Rover Council is to conduct the affairs of the Rover Scout Section in Victoria. This shall include, but is not limited to the following:

- 1.1.1** To make decisions about the rules and methods by which it governs, administers and implements its operations. Where those matters may affect the general principles of the movement, other sections of the movement or existing relations with other organisations, approval of the Victorian Chief Commissioner will be sought as required.
- 1.1.2** Support the Region Rover Communities.
- 1.1.3** Promote Victorian Rover activities at a local, region, State and national level.
- 1.1.4** To determine standards for Rovering in the State.
- 1.1.5** To encourage the development of Rovers and Rovering within Victoria.
- 1.1.6** To make recommendations to the National Rover Council.

1.2 The membership of the Victorian Rover Council shall consist of the following:

- 1.2.1** Two delegates representing each Region Rover Community, one of whom should be the Chairman of the respective Region Rover Community.
- 1.2.2** The Region Rover Adviser for each Region Rover Community. Where a proxy is required, the Chairman of the VRC shall be informed of a suitable proxy.
- 1.2.3** The Victorian State Commissioner - Rover Support and Assistant State Commissioner – Rover Support
- 1.2.4** The Office Bearers as elected or appointed by the VRC
- 1.2.5** The Chairman or representative of each VRC subcommittee

1.3 The voting rights of members of the Victorian Rover Council are as follows:

- 1.3.1** Two Region delegates or their proxies shall have the right to vote on all matters brought before the VRC, including elections of Office Bearers.
- 1.3.2** The elected or appointed VRC Office Bearers do not have voting rights except where the subject matter relates directly to their portfolio. Where an Office Bearer is a Region Delegate they shall not exercise their voting rights.
- 1.3.3** The representatives of the VRC Subcommittees do not have voting rights except where the subject matter relates directly to their subcommittee. This

Victorian Rover Council Standing Orders

shall apply to subcommittees individually and not as a unified group of subcommittees.

- 1.3.4** Region Rover Commissioners do not have voting rights except where the relevant Region Chairman has nominated them to act as a proxy for their region.
- 1.3.5** The State Commissioner – Rover Support and Assistant State Commissioner(s) – Rover Support do not have voting rights.
- 1.3.6** In the event of a tied vote, the presiding Chair of the VRC shall have a deciding vote.

1.4 Election of Victorian Rover Council Office Bearers:

- 1.4.1** All Victorian Rovers are eligible to nominate or be nominated as candidates and must be eligible to remain so for the entirety of their term. The specific requirements for each Office Bearer position shall be outlined in the respective position descriptions.
- 1.4.2** The election of Office Bearers shall be conducted annually at the May meeting of the VRC, with the successful candidates assuming office as of the 1st of July of that year. All non appointed Office Bearer positions will be open for election with the incumbent Office Bearers continuing on in their role until 30th of June. During the period between the election and assumption of office of the elected Office Bearer, an effective handover shall be conducted between the incumbent and elected Office Bearer.
- 1.4.3** Nominations for VRC Office Bearer positions shall be open at the March VRC meeting and close at the conclusion of the April VRC meeting, except for the positions as outlined below. Following receipt of nominations, the VRC Secretary shall notify each candidate's Crew Leader of the nomination.
 - 1.4.3.1** Where no nominations are received for a position by the conclusion of the April VRC meeting, the position shall remain open up until the election of said position.
 - 1.4.3.2** Nominations for the VRC Chairman will open at the March VRC meeting and close at the conclusion of the April VRC meeting. All nominations must be accepted or declined by the conclusion of the April VRC meeting. Where there are two or more candidates for the position of Chairman, an election shall be held at the April VRC meeting.

Victorian Rover Council Standing Orders

1.4.3.3 Nominations for the position of VRC Training Officer will open at the March VRC meeting and close at the May meeting of the Rover Training Support Team. The Rover training Support Team will nominate a candidate to be confirmed by a vote of the VRC at the May meeting.

1.4.4 Voting procedures shall be as following:

1.4.4.1 Rovers nominated for a position at a meeting they are not present at must have accepted the nomination in writing.

1.4.4.2 Where the Chairman of the VRC meeting where elections are being held is not seeking re-election as an Office Bearer, they may choose to act as Returning Officer. Otherwise the State Commissioner – Rover Support or Assistant State Commissioner – Rover Support will take the Chair and act as Returning Officer.

1.4.4.3 Voting shall be by secret ballot and where there are three or more candidates, preferential voting will be used. No candidate shall be elected without obtaining at least 50% of the vote.

1.4.5 Where a casual vacancy exists, a candidate will be nominated by the Office Bearer group with a confirmation vote to be held at the next VRC meeting. In the event of a casual vacancy for the position of Training Officer, the Rover Training Support Team will nominate a replacement candidate.

1.5 Meeting procedure of the Victorian Rover Council

1.5.1 A notice of motion is required for recommendations to the VRC that if successful, would result in a change of existing standing orders. Such a motion must be directed to the Minutes Secretary in reasonable time for inclusion in the agenda for the relevant VRC meeting, as stipulated by the Minutes Secretary.

1.5.1.1 Where a motion is not delivered in time for inclusion in the agenda, other than simple machination or procedural motions that do not represent a change of existing policy or is brought from the floor of the VRC, a decision shall be deferred to the following meeting of the VRC.

1.5.2 Regions are entitled to make recommendations to the VRC, table or move such recommendations so that they may be adopted and to vote on them.

1.5.3 Office Bearers are entitled to make recommendations to the VRC on matters directly related to their own portfolio as well as speak to those

Victorian Rover Council Standing Orders

recommendations and seek a voting member move the adoption of such recommendations.

- 1.5.3.1** Where the Office Bearer group as a whole endorses the recommendation of an Office Bearer, then such a recommendation will be made on behalf of the Office Bearer group as a whole. This is the preferred method to be taken where such a recommendation is deemed controversial.
- 1.5.3.2** The Chairman has similar rights to any other Office Bearer and should not be restricted by the responsibilities of the Chair.
- 1.5.4** Subcommittee's representatives to the VRC are entitled to make recommendations to the VRC on matters directly related to their subcommittee as well as speak to those recommendations and seek a voting member to move the adoption of such recommendations.
- 1.5.5** The State Commissioner – Rover Support is entitled to make recommendations to the VRC in fulfilling their role as the principal adviser to the VRC.
 - 1.5.5.1** Where practical, the State Commissioner – Rover Support should inform the Office Bearer's group of their recommendations before presenting them to the full VRC.
- 1.5.6** The Assistant State Commissioner(s) – Rover Support is entitled to make recommendations to the VRC directly relating to their portfolio and falling within current VRC policy. Where such a recommendation would fall outside of current VRC policy the recommendation is to be referred to the Office Bearer's group and if of an urgent nature, it is to be referred to the State Commissioner – Rover Support.
- 1.5.7** Recommendations arising out of Training Courses, Seminars or Conferences may either be referred directly to the Office Bearer's group for initial consideration and direction or by an individual through their Region Rover Community to the full VRC, depending on the nature of the recommendation and the referring body.
- 1.5.8** Ordinarily, the items for discussion shall be brought up in the order that they appear on the agenda of the VRC. The presiding Chair may decide to alter the order and a delegate may request that the presiding Chair alter the order of items for discussion.

Victorian Rover Council Standing Orders

1.5.9 Region Representatives shall be arranged during VRC meetings in a way that makes them clearly identifiable as voting members.

1.5.10 Where a Region Rover Community disagrees with a decision of the VRC, the objection is to be put in writing in the form of a motion and forwarded to the Minutes Secretary.

1.6 Expectations of members of the Victorian Rover Council

1.6.1 All invested members of the Scouting association in attendance at the VRC are expected to be in full Scout uniform. Region representatives are to be issued with and wear the relevant region scarf.

1.6.2 Region Rover Communities are to ensure that a written report is made available in time for inclusion in the agenda as stipulated by the Minutes Secretary.

1.6.3 Subcommittee representatives are to ensure that a written report is made available in time for inclusion in the agenda as stipulated by the Minutes Secretary. Subcommittee representatives are expected to only address the meeting on matters pertaining to their Subcommittee or matters directly affecting their Subcommittee, unless requested to comment by the Chairman.

1.6.4 Office Bearers are to provide a written report in time for inclusion in the agenda as stipulated by the Minutes Secretary where there is relevant information to be shared with the VRC in regards to their portfolio.

1.7 Delegations to the National Rover Council Conference

1.7.1 The delegation from Victoria to the National Rover Council Conference shall consist of the VRC Chairman, the elected voting delegate, the State Commissioner – Rover Support and two observers elected by the VRC

1.7.2 The Chairman shall act as leader of the Victorian delegation. Should the Chairman be unable to attend the Conference, either the Deputy Chairman or the Assistant Chairman will take their place. Should none of the aforementioned individuals be able to attend, the VRC shall elect another Rover to lead the delegation.

1.7.3 Should the State Commissioner – Rover Support be unable to attend the Conference, they may nominate a replacement.

Victorian Rover Council Standing Orders

- 1.7.4** It is preferred that at least one member of the delegation will be willing and able to attend the following NRC meeting. It is also preferred that a member of the delegation should be eligible and willing to accept nomination to the NRC executive.
- 1.7.5** All members of the delegation should have been members of the VRC long enough to have an understanding of the Rover system of governance and VRC positions on issues likely to be raised.

Victorian Rover Council Standing Orders

PART 2: Region Rover Communities

2.1 Region Rover Communities shall be responsible for the affairs of the Region's Rover Crews. This shall include but is not limited to the following:

- 2.1.1** To make decisions about the methods and rules by which the Region's affairs are governed.
- 2.1.2** To administer and implement its operations but where such operations affect the administration or operations of other sections of the movement or a relationship with an outside organisation, consultation of the Region Rover Commissioner is required.
- 2.1.3** To maintain a record of Crews in the Region and to receive annual reports from each Crew.
- 2.1.4** To be responsible for the development and the maintenance of standards of Rovering in the Region.
- 2.1.5** To promote Rover activities in the region, in particular, training courses for the Region's Rovers with an emphasis on Crew Leader training.
- 2.1.6** To be responsible for the financial operation of the Region Rover Community. This includes ensuring financial records of both the Region Rover Community and Rover Crews within the Region are audited annually.

2.2 Region Rover Communities comprise of all registered members of the Rover section within the Region. Region Rover Communities shall have a Region Executive and a Region Rover Adviser.

2.3 The current Region Rover Communities are as follows:

Gippsland
South West (comprising of Geelong and West Coastg regions of Scouts Victoria)
Lerderderg
Plenty Valley
Murray Midlands (comprising of Northern, North West and Western regions of Scouts Victoria)
Mt Dandenong
Bays

2.4 Where a Region Rover Community cannot meet its financial commitments as evidenced by their properly audited financial statements, the VRC may either provide financial assistance to that Region or, where the problem is deemed too far reaching to be amended, the Region may be wound up and relevant Crews be attached to other Regions.

2.4.1 Any outstanding debts of the wound up Region Rover Community shall be assumed by the VRC.

2.5 In order to support the activities of Victorian Rovers, the VRC shall provide an event roster outlining rotating responsibilities for each region for different events throughout the calendar year.

Victorian Rover Council Standing Orders

PART 3: Victorian Rover Crews

3.1 Victorian Rover Crews are autonomous in their development of their programme and direction. Rover Crews are nonetheless subject to the decisions and rulings of their Region Rover Communities and the VRC on all matters.

3.2 Decisions regarding the establishment of new or reviving defunct Crews are the responsibility of the relevant Region Rover Community. Such decisions should be made with regard to, but are not limited to, the following:

3.2.1 Quantity and location of local crews.

3.2.2 Capacity of local crews to engage and provide programme for new Rover Scouts.

3.2.3 Interests of those Rover Scouts seeking to form a new Crew and capacity of other Crews to provide for such interests.

3.2.4 The number of potential foundation members of the new Crew and the potential avenues for new members to join the Crew.

3.3 The guidelines or process for the formation of a new crew or revival of a defunct Crew shall be outlined by the VRC.

3.4 With the exception of Activity or Service Crews, Crews shall not normally be formed at a State or Region level. Rovers wishing to be members of Service or Activity Crews must be registered members of another Crew.

3.5 Applications for approval of names, scarves, symbols and badges for new or revived defunct Crews are the responsibility of the relevant Region Rover Community. Such decisions shall have regard to the similarity to pre-existing Crews, naming conventions and the advice of previous custodians of the name, scarves, symbols and badges.

3.5.1 Such decisions made in regards to approval of names, scarves, symbols and badges are to be forwarded to the VRC for recording.

3.5.2 Where the proposed name of a new Crew or a revived defunct Crew is in honour of an individual, written permission of said individual or their next of kin is to be sought where practicably possible. If a Victorian Venturer Unit is

Victorian Rover Council Standing Orders

known to have the proposed name then written approval of the Unit for use of the name is to be obtained.

3.5.3 Upon the approval of a new scarf, whether for a new or revived defunct Crew or an established Crew adopting a new, distinctive scarf, the proposers of the Scarf are expected to provide a Crew Scarf to the Victorian Scout Heritage team. The Scarf should be accompanied with a description of the identifying features as well as any symbology adopted by the Crew and a brief biography of their namesake and the Crew's relationship to the namesake.

3.6 Where there is not a functioning Region Rover Council, the mechanisms of the Region Rover Community as identified in Part 2 shall become the responsibility of the VRC.

Victorian Rover Council Standing Orders

PART 4: Rover Advisers

4.1 Vacancies for State Commissioner – Rover Support and Assistant State

Commissioner – Rover Support roles are to be filled in the following way.

- 4.1.1** The position shall be advertised to the Rovering and wider Scouting community, inviting applications. The applications shall be handled through the Victorian Personnel office.
- 4.1.2** The VRC Chairman shall form a committee to interview candidates, including the Chairman, an experienced Rover Adviser and at least one other experienced Rover Scout.
- 4.1.3** The selection process is to be kept secret. The interviewing committee's recommendation shall be forwarded to the Chief Commissioner.
- 4.1.4** When filling a vacancy for Assistant State Commissioner – Rover Support or Region Rover Commissioner, the State Commissioner – Rover Support will form a committee to interview candidates including the VRC Chairman, an experienced Rover Adviser and at least one other experienced Rover Scout.

4.2 Rover Advisers must meet the adult membership requirements of the Scout

Association, Victoria Branch but must be ineligible for membership as a Rover Scout. They must have at least 4 year of experience in an adult membership role following their booting if the individual was previously a Rover Scout.

Victorian Rover Council Standing Orders

PART 5: Miscellaneous

5.1 Crew swords are utilised by Rover Crews to perform ceremonies in relation to investing and Knighting Crew members. As a prohibited weapon according to the *Control of Weapons Act 2000* (Vic), their ownership and use is subject to the exemption provided for by the Governor in Council.

5.1.1 The Victorian Rover Council will hold and maintain a register of known Rover Crew swords in line with the requirements of the exemption.

5.1.2 Rover Crews that acquire a sword are to register the sword with the Victorian Rover Council through the relevant form and in line with the relevant policy.

5.1.3 Rover Crews that cease to exist or become defunct may either forfeit their sword to the relevant authorities, return the sword to whoever provided the sword originally or present the sword to the Victorian Rover Council to be held on trust for potential future incarnations of the Crew.

5.2 Courts of Honour may be held to resolve issues of behaviour of individuals or groups of Rover Scouts and may be held at a Crew, Region or State level. A Court of Honour should be held in line with the relevant policy with particular respect for the privacy of those involved and regard for due process.

5.3 The VRC may choose to affiliate with outside bodies. The current affiliations are as follows:

Confederation of Australian Motorsports (through Rover Scout Motorsport)

5.4 The Victorian Rover Council shall bestow awards including, but not limited to:

W.F. Waters Rover Service Award (National Rover Scout Service Award)

State Commissioner – Rover Support Award

VRC Chairman's Award

Baden Powell Lodge Service Award

Mudbash 2018 Budget

This Budget has been designed to show the full worth of Mudbash including Accounts and to allow for Mudbash to better work with Mafeking Rover Park by completing capital works projects separately from the event.

		2018 Budgeted					2017 Actuals		
Event Income & Expense									
PRODUCTS									
	Merchandise	Cost	Sale Price	Quantity	Total COGS	Income	Quantity	Income	
	Mudbash Jumper	\$ 30.00	\$ 45.00	200	\$ 6,000.00	\$ 3,000.00	178	\$ 8,010.00	
	Stubby Holders	\$ 3.50	\$ 10.00	200	\$ 700.00	\$ 1,300.00	150	\$ 1,500.00	
	Beanies	\$ 8.37	\$ 15.00	50	\$ 418.50	\$ 331.50	49	\$ 735.00	
	Badges	\$ 1.00	\$ 2.00	100	\$ 100.00	\$ 100.00			
	Presold Mech.	0	0	0	0	\$ -			
				Total	550	\$ 7,118.50	\$ 4,731.50	377	\$ 10,245.00
TICKETS									
	Tickets	MRP Cost	Sale Price	Quantity	Total COGS	Income			
	Presold Tickets	\$ 15.00	\$ 65.00	450	\$ 6,750.00	\$ 22,500.00	471	\$ 30,615.00	
	Gate Tickets	\$ 15.00	\$ 80.00	100	\$ 1,500.00	\$ 6,500.00	108	\$ 8,640.00	
	Gate Tickets (Reduced Price Fri - Sat 5pm)	\$ 10.00	\$ 30.00	5	\$ 50.00	\$ 100.00			
	Gate Tickets (Reduced Price Sat 11am - Mon)	\$ 10.00	\$ 55.00	5	\$ 50.00	\$ 225.00	8	\$ 480.00	
	Gate Tickets (Reduced Price Sun - Mon)	\$ 5.00	\$ 30.00	5	\$ 25.00	\$ 125.00	4	\$ 180.00	
					\$ -	\$ -			
	Helping Out DIscount	\$ 15.00	\$ 55.00	50	\$ 750.00	\$ 2,000.00	45	\$ 1,350.00	
				Total	615	\$ 9,125.00	\$ 31,450.00	636	\$ 41,265.00
	Open Day Uniform	\$ -	\$ -	200	\$ -	\$ -	95	\$ 95.00	
	Open Day non-uniform - \$2 donation	\$ -	\$ 2.00	80	\$ -	\$ 160.00	65	\$ 650.00	
				Total	280	\$ -	\$ 160.00	160	\$ 745.00
PRODUCT/SERVICES									
	Committee	Cost	Sale Price	Quantity	Expense	Income			
	Committee Promo Shirts	\$ 20.00	\$ 20.00	40	\$ 800.00		14	\$ 420.00	
	Committee Catering	\$ 35.00	\$ 35.00	40	\$ 1,400.00		19	\$ 1,235.00	
				Total	\$ 2,200.00	\$ -		\$ 1,655.00	
Total Product Income						\$ 38,541.50		\$ 53,910.00	
Income									
DIRECT	Cash Sponsorships	Value	Quantity						
	Platinum	\$ 500.00	1		\$ 500.00	1	\$ 500.00		
	Gold	\$ 350.00	1		\$ 350.00	2	\$ 700.00		
	Silver	\$ 200.00	2		\$ 400.00	0	\$ -		
	Bronze	\$ 150.00	1		\$ 150.00	0	\$ -		
	Supporter	\$ 50.00	3		\$ 150.00	0	\$ -		
	Classifieds	\$ 20.00			\$ -				
DIRECT	Tenders	Value	Quantity						
	Canteen Tender	\$ 300.00	1		\$ 300.00				
				Total	\$ 1,850.00		\$ 1,200.00		
	Driver Fees	Sale Price	Quantity						
	Entry Fees (per team)	\$ 50.00	30		\$ 1,500.00	33	\$ 1,650.00		
	Class 3 (per team)	\$ 10.00	3		\$ 30.00	3	\$ 30.00		
	Entry Fee + Late Fee	\$ 100.00	0		\$ -	3	\$ 300.00		
				Total	\$ 1,530.00		\$ 1,980.00		
	Offsite Activities	Cost	Sale Price	Quantity	Expense	Profit			
	Pub tour	\$ 45.00	\$ 50.00	35	\$ 1,575.00	\$ 175.00	30	\$ 300.00	
	Loans & Misc								
	Corporate Sponsorship								
	Other Donations						\$ 175.00		
							\$ -		
	Interest	\$ 5.00	1		\$ 5.00		\$ 4.38		
	Mis (raffles, unclaimed funds)	\$ -	0		\$ -		\$ 67.50		
	GST Claim MB17	\$ 2,000.00	1		\$ 2,000.00				
	GST Claim MB16	\$ 2,000.00	1		\$ 2,000.00				
	GST Claim MB15	\$ 2,000.00	1		\$ 2,000.00				
	Return of Float	\$ 3,250.00	1		\$ 3,250.00		\$ 1,500.00		

				Total	\$ 9,255.00	\$ 3,896.88
Total Income					\$ 55,908.00	\$ 69,976.88
Expenses						
Department Expenses				Cost (-\$)	Cost (-\$)	Cost (-\$)
Chairman						
Damages				\$ 500.00		\$ 2,472.82
RA Branch Membership Fee				\$ 50.00		\$ 150.00
BBQ Dinner				\$ 150.00		
Service Team's Tickets	\$ 7.50	80		\$ 600.00	40	\$ 1,000.00
Committee Tickets	\$ 7.50	40		\$ 300.00	42	\$ 1,260.00
Committee Jackets	\$ 65.00	40		\$ 2,600.00	35	\$ 1,925.00
Committee Port				\$ 360.00		\$ 444.00
AGM Pizza						\$ 150.00
Champagne for neighbour's Gift				\$ 400.00		
				Total	\$ 4,560.00	\$ 7,401.82
Vice Chair						
Vice Chairman Meal				\$ 150.00		\$ 115.00
				Total	\$ 150.00	\$ 115.00
Administration						
Admin Supplies				\$ 50.00		\$ 23.60
Committee Supplies				\$ 200.00		\$ 85.27
Printer Toner				\$ 50.00		
				Total	\$ 300.00	\$ 108.87
Entertainment						
Lighting				\$ 2,000.00		\$ 1,244.00
Band & DJ				\$ 1,200.00		\$ 1,650.00
Stage				\$ 4,000.00		\$ 4,400.00
Generator				\$ 800.00		\$ 770.00
Truck Hire				\$ 1,500.00		\$ 1,513.03
Audio				\$ 1,700.00		\$ 918.50
Band Rider				\$ 120.00		\$ 176.00
D.J.				\$ 500.00		\$ 500.00
Tent						
Fuel						
MISC						
				Total	\$ 11,820.00	\$ 11,171.53
Treasurer						
Insurance				\$ 1,100.00		\$ 913.00
VRC Ticketing				\$ 500.00		\$ 500.00
Online ticket sales % fee 1.5%	\$40,575.00	1.50% =		\$ 608.63		
Removal of Float				\$ 3,250.00		\$ 1,400.00
Audit Fee				\$ 60.00		\$ 60.00
				Total	\$ 5,518.63	\$ 2,873.00
Events						
Trophies - (Discs were good last year)				\$ 300.00		\$ -
Stickers for honor boards 4 years = 8			\$10	\$ 80.00		
New Perpetual Wall mounted Trophy - Spark plug				\$ 200.00		\$ -
4X4 Service Team				\$ 450.00		\$ 450.00
Cattle Tags				\$ 125.00		\$ 115.75
Rally Clocks				\$ 100.00		\$ 60.00
Event Permit				\$ 200.00		\$ 195.00
				Total	\$ 1,455.00	\$ 820.75
Activities - ONsite						
General Expenses				\$ 200.00		\$ 1,343.00
Basketball Connect 4				\$ 100.00		
Abseiling				\$ 150.00		\$ 150.00
General Games				\$ 250.00		
Movie Theatre				\$ 400.00		
Archery				\$ 100.00		\$ 100.00
MB Billy Cart Race						
Mountain Bike Race	BCR - Trophy			\$ 30.00		
Pentathlon Race	MBR - Trophy			\$ 30.00		
	PR - Trophy			\$ 30.00		
DIRT 4 Racing Championship - if Sponsored						\$ 300.00
	D4R - Trophy			\$ 30.00		
Activities - OFFsite						
Bus for Pub Tour			Now included in COGS			\$ 1,295.00
Activities - OPEN Day						
Open Day supplies				\$ 400.00		\$ 190.00
Open Day Bus Rental 4/11 regions - 4 Buses				\$ 2,000.00		
Face Painting				\$ 100.00		\$ 60.00

	Fairy Floss			\$ 100.00		\$ 150.00	
	Trampolines - in Shed			\$ -			
	Jumping Castles			\$ 3,000.00		\$ 185.00	All weekend.
				Total	\$ 6,920.00	\$ 3,773.00	
	Power and Comms						
	Cherry Picker			\$ 500.00		\$ 500.00	
	PA Capital Works			See Project Expenses		\$ 1,800.00	
	Radios			\$ 2,300.00		\$ 2,098.80	
				Total	\$ 2,800.00	\$ 4,398.80	
	Program & Pr						
	Programs			\$ 1,000.00		\$ 1,189.00	
	Promo Stickers			\$ 350.00		\$ 361.90	
	Merchandise Added as direct cost under each item						
	Other			\$ -			
				Total	\$ 1,350.00	\$ 1,550.90	
	Works & Services						
	Toilets and Pumpouts			\$ 3,000.00		\$ 3,160.00	
	Mafeking Toilet Paper			\$ 400.00		\$ 638.00	
	Tape			\$ -			
	General Supplies			\$ 450.00		\$ 706.25	
	Bins			\$ 1,000.00		\$ 787.50	
				Total	\$ 4,850.00	\$ 5,291.75	
	Miscellaneous						
	Welfare			\$ 300.00			
	First Aid			\$ -		\$ -	
	Service teams						
	Fuel			\$ 800.00		\$ 645.23	
	Front Gate Float			\$ 3,250.00		\$ 1,500.00	
	Ticket Refunds			\$ -		5 \$ 245.00	
				Total	\$ 4,350.00	\$ 2,390.23	
	Mafeking Rover Park						
	Exclusive Hire Fee only			\$ 2,000.00		\$ 11,257.50	The previous cost included per head, this has already been removed above.
	Capital Improvements			See Project Expenses		\$ 1,874.00	
	Bollards x 1 Box			\$ 500.00			
				Total	\$ 2,500.00	\$ 13,131.50	
	Total General Expenses				\$ 46,573.63	\$ 53,027.15	
	Appropriations						
	Mudbash Track Maintenance	\$ 5,000.00		See Project Expenses		\$ 3,992.90	Provided for track repairs
	Victorian Rover Council			\$ 6,000.00		\$ 6,000.00	Funds the operation of the VRC, Power, Water, maintenance, IT ect.
	Total Appropriations				\$ 6,000.00	\$ 9,992.90	
	Total Expenses				\$ 52,573.63	\$ 63,020.05	
	Final Event Surplus / Loss						
	Total Event Income				\$ 55,908.00	\$ 69,976.88	
	Total Event Expense				\$ 52,573.63	\$ 63,020.05	
	Net Event Result				\$ 3,334.38	\$ 6,956.83	Profit from the event will go straight back into improving the event.
	Additional Activities and Sponsorship.						
INKIND	Sponsorship Activities						We are going to try and get these sponsorships to reduce costs and expenses
	Dirt Rally 4 Championship	\$ 5,260.00	1	\$ 5,260.00			
	Banner and Marquee Sponsors	\$ 4,900.00	1	\$ 4,900.00			
	Marquees for Start & Finish x 4			\$ 1,000.00			
	Feather Banners for Start & Finish x 8			\$ 2,000.00			
	BCR Banner			\$ 300.00			
	MBR Banner			\$ 300.00			
	KCR Banner			\$ 300.00			
	D4R Banner			\$ 300.00			
	Start Gate Feather Banner x2 Generic			\$ 350.00			
	Finish Gate Feather Banner x2 - generic			\$ 350.00			
	Spectator Stand 1 (If Sponsored) -	\$ 3,000.00	1	\$ 3,000.00			
	Spectator Stand 2 (If Sponsored) -	\$ 3,000.00	1	\$ 3,000.00			
	Bollards Sponsorship	\$ 500.00	1	\$ 500.00			
	Fuel Sponsorship	\$ 800.00	1	\$ 800.00			
	Red Bull, Billy Carts			\$ -			
	Telstra, Free Internet sitewide	200	1	\$ 200.00		\$ 200.00	
	Free Comunity buses for pub tour.	\$ 1,750.00	1	\$ 1,750.00			
	Entertainment Discounts			\$ 40,000.00			This is generally the discount we get for the level of equipment that the entertainment team get.
				Total	\$ 59,410.00	\$ 200.00	

[illegible]

W F WATERS SKI LODGE
STATEMENT OF OPERATING PERFORMANCE
YEAR ENDED 30 JUNE 2014

			30-Jun 2019	30-Jun 2018	30-Jun 2018	30-Jun 2017	30-Jun 2017	30-Jun 2016	30-Jun 2016	30-Jun 2015	JUN 2014	30-Jun 2013
			Budget	YTD	Budget	Final	Budget	Budget	Final	Final	FINAL	\$ Final
LODGE OPERATING INCOME												
	weekend	number										
Winter Weekend - Rover	price											
	110	70	\$ 26,550.00	\$ 18,780.00	\$ 13,200.00	\$ 25,890.00	\$ 26,050.00	\$ 22,400.00	\$ 17,320.00	\$ 22,200.00	\$ 18,420.00	\$ 15,360.00
	120	65			\$ 1,800.00							
	130	85			\$ 11,050.00							
Winter Weekend - Open	140	45	\$ 6,300.00	\$ 2,240.00	\$ 6,300.00	\$ 3,590.00	\$ 4,200.00	\$ 4,480.00	\$ 6,800.00	\$ 3,960.00	\$ 3,600.00	\$ 3,600.00
Winter Weekend - Venturer	90	90	\$ 8,100.00	\$ 3,915.00	\$ 8,100.00	\$ 1,470.00	\$ 8,100.00	\$ 5,120.00	\$ 5,120.00	\$ 5,544.00	\$ 5,600.00	\$ 5,115.00
	midweek											
Midweek - scouting	35	576	\$ 20,160.00	\$ 7,270.00	\$ 20,160.00	\$ 20,380.00	\$ 20,160.00	\$ 20,160.00	\$ 16,510.00	\$ 29,510.00	\$ 14,955.00	\$ 22,713.00
Midweek - non scouting	40	144	\$ 5,760.00	\$ 14,535.00	\$ 11,520.00	\$ 7,301.00	\$ 11,520.00	\$ 11,520.00	\$ 12,432.00	\$ 200.00	\$ 4,875.00	\$ 7,022.00
weekend - non scouting	100	36	\$ 3,600.00		\$ 3,600.00		\$ 3,600.00					
Alpine bookings			\$ 8,000.00	\$ 13,112.00	\$ 3,000.00	\$ 13,469.00						
summer	15	800	\$ 12,000.00	\$ 1,635.00	\$ 12,000.00	\$ 9,589.00	\$ 12,000.00	\$ 15,872.00	\$ 7,744.00	\$ 9,944.00	\$ 7,550.00	\$ 7,026.00
wardens	30	20	\$ 600.00	\$ 273.00	\$ 600.00	\$ 530.00	\$ 600.00	\$ 600.00	\$ 240.00	\$ 390.00	\$ 340.00	\$ 350.00
Bookings Income			\$ 91,070.00	\$ 61,760.00	\$ 91,330.00	\$ 82,219.00	\$ 86,230.00	\$ 80,152.00	\$ 66,166.00	\$ 71,748.00	\$ 55,340.00	\$ 61,186.00
LODGE OPERATING EXPENSES												
Car Parking			\$ 800.00	\$ 704.72	\$ 500.00	\$ 757.30	\$ 450.00	\$ 450.00	\$ 256.35	\$ 360.00	\$ 700.00	\$ 500.00
Depreciation			\$ 7,000.00		\$ 7,000.00	\$ 6,397.32	\$ 7,000.00	\$ 7,000.00	\$ 6,650.86	\$ 7,090.08	\$ 7,253.20	\$ 7,685.65
Electricity	\$ 645.30		\$ 9,000.00	\$ 3,135.76	\$ 9,000.00	\$ 8,094.75	\$ 9,500.00	\$ 9,500.00	\$ 7,240.82	\$ 9,767.90	\$ 9,123.07	\$ 7,814.56
Fire Wood			\$ 1,500.00		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,000.00	\$ 1,200.00	\$ 1,000.00	\$ 1,200.00	\$ 245.45
Food												
	Non-Perishables & Winter Perishables		\$ 2,500.00	\$ 188.70	\$ 2,000.00	\$ 2,407.48	\$ 3,000.00	\$ 3,000.00	\$ 1,763.67	\$ 3,352.54	\$ 1,414.49	\$ 1,073.88
			\$ 5,000.00	\$ 6,001.89	\$ 5,500.00	\$ 5,169.72	\$ 4,500.00	\$ 4,500.00	\$ 5,440.79	\$ 4,971.61	\$ 3,592.15	\$ 4,423.57
Gas			\$ 3,500.00	\$ 2,279.59	\$ 3,500.00	\$ 3,496.59	\$ 3,500.00	\$ 3,000.00	\$ 2,817.44	\$ 1,154.17	\$ 2,905.40	\$ 2,747.56
Health Act & Food Safety			\$ 300.00		\$ 280.00	\$ 300.00	\$ 260.00	\$ 260.00	\$ 270.00	\$ 255.00	\$ 245.00	\$ 235.00
Insurance - Building & Contents			\$ 14,500.00	\$ 13,930.00	\$ 14,000.00	\$ 13,394.89	\$ 13,500.00	\$ 13,000.00	\$ 12,879.00	\$ 12,384.32	\$ 12,221.90	\$ 11,401.33
fire services levy			\$ 600.00		\$ 500.00	\$ 572.00	\$ 450.00	\$ 440.00	\$ 455.50	\$ 423.25	\$ 312.00	
Repairs & Maintenance - Building			\$ 2,000.00	\$ 1,871.00	\$ 3,000.00	\$ 1,240.71	\$ 2,000.00	\$ 2,000.00	\$ 3,411.03	\$ 3,033.56	\$ 1,126.50	\$ 1,244.97
Site Rental & Community Service Charge			\$ 33,000.00	\$ 15,902.32	\$ 35,000.00	\$ 40,345.90	\$ 32,000.00	\$ 30,000.00	\$ 31,007.85	\$ 21,414.75	\$ 27,244.36	\$ 25,487.99
			\$ 79,700.00	\$ 44,013.98	\$ 81,480.00	\$ 83,376.66	\$ 77,360.00	\$ 74,150.00	\$ 73,393.31	\$ 65,207.18	\$ 67,338.07	\$ 62,860.00
NET LODGE OPERATING INCOME			\$ 11,370.00	\$ 17,746.02	\$ 9,850.00	\$ 1,157.66	\$ 8,870.00	\$ 6,002.00	\$ 7,227.31	\$ 6,540.82	\$ 11,998.07	\$ 1,674.00
OTHER INCOME												
Net Ski Hire Income			\$ 2,500.00	\$ 1,680.00	\$ 2,500.00	\$ 2,838.00	\$ 2,500.00	\$ 2,500.00	\$ 1,603.00	\$ 2,449.00	\$ 545.00	\$ 254.73
Interest Received			\$ 1,500.00	\$ 3,133.88	\$ 3,000.00	\$ 1,665.54	\$ 3,000.00	\$ 3,000.00	\$ 3,412.01	\$ 4,027.09	\$ 5,738.28	\$ 6,617.15
Sundry Income				\$ 75.00		\$ 2,058.00			\$ 1,131.00	\$ 40.00	\$ 655.60	\$ 695.00
			\$ 4,000.00	\$ 4,888.88	\$ 5,500.00	\$ 6,561.54	\$ 5,500.00	\$ 5,500.00	\$ 6,146.01	\$ 6,516.09	\$ 6,938.88	\$ 7,567.00
OTHER EXPENSES												
Administration			\$ 1,200.00	\$ 375.00	\$ 1,200.00	\$ 900.00	\$ 1,200.00	\$ 1,200.00	\$ 1,310.00	\$ 825.00		
Advertising			\$ 1,000.00		\$ 1,000.00	\$ 906.36	\$ 1,000.00	\$ 800.00		\$ 209.62	\$ 833.60	\$ 899.13
Bank Charges			\$ 50.00		\$ 100.00	\$ 50.00	\$ 100.00	\$ 50.00	\$ 50.00	\$ 56.50	\$ 100.00	\$ 12.00
Subscriptions			\$ 100.00		\$ 100.00	\$ 300.00	\$ 100.00	\$ 100.00		\$ 50.00	\$ 200.00	\$ 310.00
Ski Hire			\$ 2,000.00	\$ 3,084.54	\$ 2,000.00	\$ 1,668.28	\$ 2,000.00	\$ 2,000.00	\$ 1,768.09	\$ 2,187.00	\$ 445.91	\$ -
Sundry Expenses			\$ 250.00	\$ 266.36	\$ 250.00	\$ 1,703.31	\$ 250.00	\$ 250.00		\$ -	\$ 929.14	\$ 128.86
Capital works allocation							\$ -	\$ -		\$ -	\$ -	\$ -
Telephone			\$ 550.00	\$ 181.80	\$ 654.55	\$ 729.33	\$ 654.55	\$ 654.55	\$ 781.86	\$ 733.44	\$ 722.76	\$ 652.47
			\$ 5,150.00	\$ 3,907.70	\$ 5,304.55	\$ 6,257.28	\$ 5,304.55	\$ 5,054.55	\$ 3,909.95	\$ 4,061.56	\$ 3,231.41	\$ 2,002.00
LODGE OPERATING SURPLUS			\$ 10,220.00	\$ 18,727.20	\$ 10,045.45	\$ 853.40	\$ 9,065.45	\$ 6,447.45	\$ 4,991.25	\$ 8,995.35	\$ 8,290.60	\$ 3,890.00
Less:	Branch Contribution		\$ 6,000.00		\$ 6,000.00	\$ 5,500.00	\$ 6,000.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00
NET LODGE OPERATING SURPLUS / (DEFICIT)			\$ 4,220.00	\$ 18,727.20	\$ 4,045.45	\$ 6,353.40	\$ 3,065.45	\$ 947.45	\$ 10,491.25	\$ 3,495.35	\$ 13,790.60	\$ 1,610.00

Victorian Rover Council Policy Book



DS-14-0

Duty Statement for VRC BPSA Support Team Leader

ELIGIBILITY

1. Appointment to the BPSA Support Team is a three year appointment, which can be continued after the Rover has turned 26.
2. The position of VRC BPSA Support Team Leader is a one year appointment and shall only be open to current invested Rovers.
3. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Crew or Region, but on a broad base.
4. Nominees for the position must be experienced in the BP Award and have been members of their Region or the State BPSA Support Teams
5. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

DUTIES AND RESPONSIBILITIES

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

NOTES

1. The election of the VRC Adventurous Activities Officer will be conducted following the steps and procedures set out in Policy: "B-8-0 Election of VRC Office Bearers"



DS-13-0

Duty Statement for VRC Program Officer

QUALIFICATIONS

1. The position of VRC Program Officer shall only be open to current invested Rovers.
2. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Crew or Region, but on a broad base.
3. Nominees must be eligible to remain a current invested Rover for the duration of the term.
4. Have relevant training or knowledge in various aspects of the Rover Program.
5. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

DUTIES AND RESPONSIBILITIES

1. The Program Officer is responsible to the VRC for encouraging participation in a diverse Rover Program
Specifically, this will involve:
 - Encourage Rover participation in WSOM Creating a Better World Framework. (Messengers of peace, Scouts of the World Award etc.)
 - Be a point of contact for information about Programing opportunities for Rovers, Crews and Regions.
 - Liaise with the State Adventurous Activity Council, reporting relevant items to the VRC and to the VRC Office Bearers.
2. Promote Programing opportunities locally, nationally and internationally.
3. Promote other training and social activities open to rovers both external and internal to scouting.
4. Represent the Rover Section at meetings of the State Program meeting, reporting relevant items to the VRC and to the VRC Office Bearers.
5. Attend VRC and VRC Office Bearer meetings producing relevant agenda items, reports, etc.
6. Produce an Annual Report by 30th June detailing the work done over the previous twelve months.

NOTES

1. The election of the VRC Programing Officer will be conducted following the steps and procedures set out in Policy: "B-8-0 Election of VRC Office Bearers"

Position Description for Contingent Leaders

Role Overview

Contingent Leaders form an important part of the communication structure between the CBR Moot Organising Council and participants of The CBR Moot, and are the primary point of contact between these parties. For the Contingent Leaders the CBR Moot Administration Director will be the main point of contact within the Organising Team, and will be in regular contact with Contingent Leaders throughout the lead up to the event and at the event itself.

Positions Responsible for

It is recommended that each Contingent also select a Deputy Contingent Leader to assist with the required jobs, and to fill in where the Contingent Leader is unavailable. Other positions should be added where required.

Key Responsibilities

Marketing

To assist in promoting CBR Moot to the greatest number of Rovers possible, we will be seeking assistance from Contingent Leaders to help promote the event to as many Rovers in their state/territory as possible. Throughout the lead up to the event you will be supplied with promotional material from the CBR Moot Organising Council, and you are welcome to add in other material where you see fit. As the first point of contact for Rovers within your state/territory, we would expect you to have a good understanding of information about the CBR Moot so you can keep them informed. This will be assisted through regular updates from the CBR Moot Organising Council, as well as through updates available on The CBR Moot website and social media.

Communications

A key part of the job of Contingent Leader is to facilitate communications between the CBR Moot Organising Council and the participants and other members from their state/territory. The Administration Director, as the Contingent Liaison, will make regular contact with each contingent leader in the lead up to CBR Moot to help keep all participants informed. If you have any issues or questions the Administration Director will be able to resolve or answer them, or keep you informed as to when an answer will be available.

At the event, we will require Contingent Leaders to be contactable at all times in case of any issues relating to their contingent. We will need a contact number from you, as well as a nominated secondary contact.

Your contingent will be supplied with a Moot email address to assist with communications.



Scouts Australia,
ACT Branch
02 6282 5211
89 Kitchener Street,
Garran, ACT 2605

Applications

Contingent Leaders are responsible for checking and approving all applications from their Branch before acceptance by the CBR Moot Organising Council. This will involve checking all applicants are current registered members, have correct details listed and are appropriate to be attending the event.

Applications will be able to be checked online through the CBR Moot Event Management System. Further details about this will be available as the system is developed. It is expected that Contingent Leaders will regularly check in on the system to ensure prompt acceptance of all eligible members so they can proceed to the next step of the application process.

Meetings

We would ask all Contingent Leaders make themselves available to attend a number of meetings in the lead up to and during The CBR Moot. There will be online meetings with the Deputy Chairman and other contingent leaders to distribute further information, and daily briefings at the event. We would also ask that the Contingent Leaders then attend meetings within their branch to help distribute information about the event, to assist with promoting the event.

Finance

Often contingents will find it necessary to build a budget for the organisation and management of the contingent. This may be used for the purchase of transport, contingent merchandise or other areas. This will be the responsibility of the contingent, as the CBR Moot will be unable to provide any subsidy for contingent budgets.

Reporting

The Contingent Leader will be required to submit reports on behalf of the Contingent in the lead up to the event, as well as after the event.

Selection Process

It is up to each Branch to determine the appropriate process for selection of their Contingent Leader. If there are any issues or questions, please feel free to contact The CBR Moot Deputy Chairman to discuss them.

We ask that each Contingent inform the CBR Moot Organising Committee of their Contingent Leader by 31st March 2018. Please send details to info@cbrmoot.scouts.com.au

The Scout Association of Australia, ACT Branch is Hosting the 21st Australian Rover Moot from 30th December – 10th January 2020. We are currently seeking applications for the Role of Contingent Leader for each State and Territory.

Eligibility Requirements

To be eligible to apply for the position of Victorian Contingent Leader, you will:

- be a registered member of Scouts Australia,
- be a financial member of the Scouts Australia for the duration of the appointment; and
- hold a Certificate of Adult Leadership, preferably in the Rover Scout Section (or be willing to complete the required training in the first six months).

Time Commitments

The Contingent leader will be expected to demonstrate a willingness to devote the necessary time to the role. The Contingent leader must remain an active participant in the broader Rover Scout program.

Contingent leaders will be expected to commit around 5-10 hours per month at the beginning of their appointment with the time commitments increasing as the event draws closer.

The Contingent Leader is expected to advertise CBR Moot within their Branch and thus should attend branch events and weekly Rover nights of multiple crews to promote the event.

The Contingent Leader is expected to attend a training weekend around November 2018 held in Canberra (at CBR Moot's cost).

Skills and Experience

A full position description for Contingent Leaders are attached.

Applicants for this position must be able to demonstrate:

- a commitment to the Aims and Principles of Scouting;
- strong interpersonal and team leadership skills within a volunteer organisation, including the ability to lead, delegate and motivate others;
- appropriate skills in working with peers and other adults to achieve a desired result;
- personal motivation, organisation and administrative skills;
- effective oral and written communication skills;
- ability to achieve tasks within a set time frame; and
- willingness and ability to devote the necessary time to the role.

How to apply

To apply for the position of Victorian Contingent leader, you must send the following to VRC:

- completed application form;
- details of two referees, one of which must be from the Scout Movement;
- your Scout Resume; and
- your usual Work Resume.

All applicants are to use the STAR (Situation, Task, Action, Result) model to address the selection criteria. This method helps you to provide practical examples of how you meet the criteria.

When describing an example of how you meet a criterion, think about:

- What was the SITUATION? What was the circumstance where you used the skills or qualities and gained the experience?
- What was the TASK? What was your role?
- What ACTION did you take? How did you it?
- What was the RESULT? How is it relevant to the job you are applying for?

Further advice on and examples of how to address the selection criteria using this model can be found at <http://www.apsc.gov.au/publications-and-media/current-publications/cracking-the-code/factsheet5>

Name		
Group/Crew/Unit		
Membership Number		
Current Role in Scouting (Crew Leader, Current Rover, BRC Chair etc.)		
Contact Details	<i>Phone Number</i>	<i>Email</i>
Previous Experience Attending Branch, National or International Major Events		

Selection Criteria

Describe your experience in leading small groups of your peers, including chairing meetings and project management.	
Effective communication, including written and oral skills.	
How will you engage members of your Contingent to become 'Better Rovers'	
Describe your leadership style.	
Do you have any personal goals for the contingent?	
What makes you the best candidate for this position?	

AG 2018



When & Where

23-25 of February

At Lardner Park,
Warragul

Only an hour away from Melbourne.

Registration

Register at
anythinggoes.net.au

Hurry to choose role
preferences!!!

Rovers Receive

- Service Hours

- Free Food

- Free Camping



ROVER TRAINING PROCESS

Basic Training Overview

Membership requirements met

Tech skills

e-Learning
common core

e-Learning
Rovers

ROVER BASIC PRACTICAL COURSE

e-Learning bush walking

basic
bushwalking
course

OR

Recognition
of proficiency
process

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

Rover in-service



ROVER TRAINING PROCESS

Advanced Training Overview

Advanced
e-Learning
common core

Advanced
e-Learning
for Rovers

ROVER ADVANCED PRACTICAL COURSE

a minimum of six months after Basic Training has been completed

Propose Wood Badge project on course

Complete 10 hour
Wood Badge project

Local assessment over four months

Reception of Rover Wood Badge

Further development opportunities:

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