



SCOUTS AUSTRALIA
MINUTES FOR THE 442nd MEETING OF THE
VICTORIAN ROVER COUNCIL
HELD AT BRANCH ACTIVITY CENTRE, LEGANA STREET, MT WAVERLEY
WEDNESDAY, 28th FEBRUARY 2018, AT 7:30pm

1	Welcome	
1.1	Flag Break	Paul Byrnes
1.2	Attendance & Apologies Apologies – Madeline Ancill, Michelle Saffin, Kieron Younger, Tash Borg	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.	
	Welcome to Andrew Hilditch and Angus Boxall from NRC.	
	Wood badge Presentation – Paul Byrnes Congratulations to Paul! This is a fantastic achievement.	

3	Items for Consent	
3.1	Minutes of the previous VRC Meeting	Paul Byrnes
	January minutes for approval. Motioned: Plenty Valley Seconded: Melbourne Passed.	
3.2	Correspondence	Vicki McKinnon
	NIL.	
3.3	VRC Financial Report	Jody Freeman
	NIL.	
3.4	Decisions of the VRC Chairman to be ratified	Paul Byrnes
	Rover Dinner Chair: Kieron Younger Moved: Bays Seconded: South West Passed.	

4	Office Bearers Reports	
4.1	Chairman	Jasmine Dickson
	Congratulations to Lord Casey for receiving their award on Monday night at the BP Lodge Dinner. A massive thank you to the Lodge for donating money to the crew as well, this money will hopefully go towards purchasing the equipment that was lost in the hall fire earlier this month.	
	Social Media Presence – let's get out there more. If you have Rovers doing great things, share it with	

everyone and we can share it on the Rovers Victoria Facebook page. If you have an event coming up, do the same.

Apologies that I won't be able to attend this meeting. I am just a phone call away – if you need my assistance for anything please let me know. Thanks to Paul, Lucy and the Office Bearers for their ongoing support.

4.2 Deputy Chairman

Paul Byrnes

Happy to report that Mt Dandenong have officially voted in Madeline Ancill as their Chairman at their February meeting, so congratulations, we have full confidence that you'll continue delivering awesome results for the Region.

The VRC is hitting the road and coming to a Crew near you. Following our successful survey on our events, the Office Bearers group in conjunction with the Region Chairs are launching a roadshow to visit a host of crews across the metropolitan region. We will be holding forums to get feedback from members on our events, the performance of the VRC and how to support and deliver better Rovering throughout Victoria. Following our discussions with the metropolitan crews we will facilitate a roll out of the forum into the regional crews. If you have a particular interest in providing your feedback, feel free to get in touch with me.

I will be extending a formal thank you from the Victorian Rover Council to the Baden Powell Masonic Lodge for the generous donation of \$1,500 toward the efforts of rebuilding the den of Lord Casey Rover Crew. This came in light of Lord Casey winning the Service award with over 1,000 hours of service as a group, amounting to over 8,000 total hours of individual service performed by the crew. The links between Masonry and Scouting are strong and the ongoing and increasing support from the organisation is welcomed and appreciated.

Mudbash has developed and put forward a proposal for a major investment in the event in the name of the Centenary of Rovering, which has been assessed and agreed to by the Office Bearers team and assented to by the Region Chairs. Due to confidentiality reasons, the particulars of the proposed investment will be kept under wraps until all details are confirmed in the near future. But watch this space and get ready for a big year of Mudbash.

As we run into this big year of the Centenary, think about some forward planning as a Crew and Region for the short and medium term future to ensure great programme and maximise Centenary celebrations. Feel free to create and share your own Centenary activities and make sure you're using the hashtags of #service100 #link100 #rovers100 and #moot100.

4.3 Assistant Chairman

Lucy Hubbard

Ticket sales for Borderbash close at 2pm on Friday the 2nd of March. The Surfmoort forum was held last week, with a fantastic turnout and some constructive feedback received. Surfmoort's AGM will be held on Wednesday the 21st of March from 8pm at VRC. Please encourage your fellow Rovers to get involved with the various subcommittees.

4.4 Quality Team

Tash Borg, Vicki McKinnon, Kieron Younger

Training

Training will be running a BPSA training session before the March VRC meeting – Wednesday 28th of March from 6pm. The course code is SCE00761.

Please find below the dates for the courses we will be running in 2018:

- May Madness: 4th – 6th @ Gilwell; applications close on the 13th of April

- July Non Res: 6th – 8th @ VRC
- November: 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

BPSA Support:

We are currently looking for a BPSA 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 VRC Training Officer.

Our plan for the next 12 months:

- More training before VRC meetings
- State BPSA Support Officer to work alongside the Training Officer
- One rep for each Region Team (more Rover involvement)
- Facebook group for all BPSA Support members
- Develop 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 sent 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 remote meeting will be held in March and will be reported on at the March VRC meeting. The NRC 2018 conference minutes and the first NRPM are available – please email

nrc.delegate@vicrovers.com.au if you would like a copy.

Outcomes from the NRC conference to be addressed include crew codes for bullying and management and Victoria will need to provide feedback and input into the diversity and inclusion paper that NRC has

been tasked to complete by national.

All merchandise with the Rovers Australia logo will now be required to be placed on the NRC merchandise register. If your Region or Crew is selling merchandise with the Rovers Australia logo, it will need to be placed on the register.

From the VRC table, thank you to Kieron for all of his hard work in this role over the past year. Ezgi Bridger our new NRC delegate will be taking over the duties until January 2019. All NRC related emails will now be sent to Ezgi till further notice.

4.5 Participation Team

Rhiannon Lawson, Aaron Webb

Resources

Firstly, my apologies for meeting here at the Branch Activity Centre rather than VRC – we are still waiting for the lock on the door to be fixed so we can gain access to VRC again. The OBs team are currently in the planning stages of the next working bee, which will be open to all Rovers. More information to come on that in the next month.

4.6 Membership Team

David Toogood, Jesse Carter, Edwin Ryan

IT:

The new RSM website has been launched! Head to rsm.vicrovers.com.au to have a look. I'd like to thank RSM secretary Nat Morgan for all her assistance with this, and my IT team members for all their work, particularly my designer Ben Grant. The other VRC controlled websites will be relaunched soon.

Marketing and Communications:

Working with the Centenary team, we are looking for past Rovers to do some "Where are they now?" write-ups. If you know of some interesting ex-Rovers from the past 100 years, please email suggestions to marketing@vicrovers.com.au. I am still searching for some Rovers interested in sponsorship. Please email expressions of interest to the above email address.

4.7 Commissioner Group

Peter Wotherspoon, Greg Davies, Jason Thomson

Thanks to Vicki for sending out the agenda and notifying everyone of the change of venue with such short notice. In recent weeks, 22 Rovers have been made inactive, as they do not have Working with Children's checks. PLEASE remind your Rovers that they need to have current WWC's to remain a Rover, and chat with linking Venturers/newly 18 year olds to ensure they are aware of the requirement.

Congratulations

Sue Tanck, Rover Advisor to Doughtagalla RC and member of the Rover Training Team for many years was recently appointed as a "Leader Trainer" and presented with her fourth Wood Badge bead at the State Training Team Conference recently. Sue has worked tirelessly to deliver a training program for Rovers in Victoria and her appointment recognises the significant contribution she has made over many years. It is some years since there has been a specific appointment of a Leader Trainer to the Rover Section, and Sue is the first female to attain the appointment. Well done Sue!! At the same conference, Jason Thomson was appointed as an Assistant Leader Trainer and presented with a third Wood Badge bead. Congratulations JT!

Commissioners

Interviews were held recently for the positions of Rover Commissioner Mt Dandenong and Lerderderg. Recommendations from the interviews have been endorsed by the Chief Commissioner and announcements will be made following the relevant Region meetings. The position of Assistant State Commissioner – Rover Support, has been re-advertised with applications closing early next month (3rd of March).

WF Waters Nominations

This is an ideal opportunity to nominate your fellow Rovers and/or Rover Advisors who have given exceptional service to the Section over a number of years. Nominations for our WF Waters Award closed with me on the 28th of February. A nomination pack, which contains full details of eligibility and a nomination form, is on the website and nominations can be emailed to me at sc.roversupport@scoutsvictoria.com.au

Appointments

I would like to welcome Jason Govan (Gov) as the new Rover Advisor (Operations) with Mafeking Rover Park Committee of Management. Gov has been involved with Mafeking over an extended period and is well known to many in the Rovering community.

Youth Program Review

The introduction of YPR has to date been trialed at a number of 'Groundbreaker' groups within Victoria. It was recently announced that further implementation would be delayed pending an independent review of progress to date and the experiences of the Groundbreaker groups. This review should be completed by the end of March or early April and after analysis of the recommendations, any enhancements to the program will be incorporated before it is progressed further. However, in the meantime, the Rover Section will continue to review the implications and the team led by Ian Collins will continue.

Lord Casey Rover Crew

By now most, if not all, of you will be aware of a fire which has destroyed Lord Casey's den and resulted in the loss of most of the Crew's memorabilia and Mudbash vehicle.

BP Lodge

The annual presentation of the Rover Service Award was made on Monday night at a dinner attended by the Crew, other Rovers, the Chief Commissioner and Lodge members. Congratulations again to Lord Casey Rover Crew on receiving this award.

Group Leaders Conference

On 3 February some 400+ Group Leaders (approximately 80%) met at Ormond College at the University of Melbourne for an inaugural Group Leaders conference. The program was varied and Paul Byrnes gave a brief presentation on the Rover Centenary at one of the plenary sessions, and Paul and I spoke to one of the workshop sessions about Rovering in general. At the conference it was also announced that there would be changes to the registration fee structure to incorporate insurance costs. This change should be off-set by a concomitant reduction in Group fees.

Founders Day Lunch

On Thursday 22 February there was a luncheon to celebrate Founders Day. My thanks to Jesse Carter who represented the Section and spoke about the Centenary of Rovers.

AJ2019

South Australian Rovers are looking for Rovers from other States to help out with Roverscope and a number of activities at the Jamboree. Rovers looking to go must have a National Police Check completed, as this is a requirement of Rovers in SA.

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

NIL.

6	Region Reporting	
6.1	Bays	Jesse Carter
This month we had to move our Region meeting to VRC at the last minute due to Lord Casey's hall fire, meaning we are currently homeless but we are hoping to have that sorted soon. At next month's meeting we'll be running a Region constitution night. Thanks to all members of the Region who went down to AG and helped out for the weekend.		
6.2	Gippsland	Alex Kovacs
AG was a highly successful event, with high numbers attending. Peter Gibson has informed us that he will be stepping down as Region Commissioner, so we will be looking to fill the role in the coming months.		
6.3	Lerderderg	Tom Frier
We have good progress in the Region with 75% or more crews in the Region being represented at Region meetings. We have had an official application for the reopening of RJ Shutt Rover Crew in Footscray. This seems to have positive support from the crews in attendance and has been tabled for one month with voting planned for the next LRRC. Interest was shown in the training materials attached to the minutes of last VRC and more information in simplified form would be good from our Region's perspective.		
6.4	Melbourne	Michelle Saffin
The January MRRC held at Bimbos RC was very successful – there was good feedback and our best turn out yet! Crew visits are going well, with a few more to reschedule. We are finding it a useful way to get in touch with all our crews. We are currently planning an RA dinner to get in touch with our RAs. Our focus at the moment is on getting Rovers to May Madness.		
6.5	Mount Dandenong	Madeline Ancill
I would like to congratulate Danny Wallace for successfully being appointed as the Region deputy chairman. This month we had a successful Region executive meeting. The exec has planned what they would like to do over the next few months. At the last Region gathering, we had a decent turnout with many Rovers from various crews. Last weekend the Region ran MoistMoot with just over 70 people through the gate. It was a fantastic weekend for all involved. A big congratulations to Jarryd Sheehan and his committee for running this event. It was great to see Rovers from other Regions coming along for a great weekend.		
6.6	Murray Midlands	Mark Damm
Things are pretty quiet up here, with Crews doing their own thing, and Rovers are providing service to other Sections. Mildura are gearing up for Borderbash over the Labour Day long weekend.		
6.7	Plenty Valley	Edwin Ryan
Plenty Valley held a February meeting hosted by Kingsford Smith Rover Crew. Among other things we debriefed Surfmoort, examined the draft VRC policy book, and heard from Rovers interested in starting a new crew at Oak Park. The Region exec has been busy working to get young Rovers into Crews, with various meetings and conversations over the last few weeks. We're looking forward to a significant number of Plenty Valley Rovers at Hoadley Hide 2018 over Easter.		
6.8	South West	Angus Manning
The Region will be running an event for the Centenary of Rovers later in March, for both current and past Rovers in the Region.		

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

Our working bee in February had a lot of ex-Rovers attend, but not many current Rovers. The first Mudbash/Mafeking working bee for the year is on the 23-25th of March – please ensure that your Crews are aware of this date, in particular those Crews with a buggy.

7.2 Surfmoort**Alice Hayllar**

Firstly, I would like to thank everyone who came to Surfmoort and came along to the Forum. We received lots of positive and constructive feedback, including:

- The cost – people were of the opinion it was either too high or reasonable) – the main reason for this was the onsite activities; those who made use of the activities got what they paid for
- More bands over DJs – happy to pay more for this to occur
- Toilets near the stage to be reinstated
- The onsite activities ran really well, and participants enjoyed the fact that there were plenty of unsupervised activities running all weekend long
- Scheduling the VRC meeting for Saturday afternoon meant that people were unable to spend time with their Crews – perhaps a morning meeting next time would be better
- It was also suggested that potentially participants would be able to purchase event tickets and offsite activity tickets in the same transaction for next year's event

Our AGM is next month, on Wednesday the 21st of March from 8pm at VRC. Please come along if you're interested in joining the committee for the 2019 event.

From the VRC table, well done to Alice for doing an awesome job as Chair – all your hard work is greatly appreciated.

7.3 Mudbash**Scott Gregory**

Merchandise has been selected. Thank you to the Regions for passing the budget. RSM has their website up, hopefully with ours to follow soon. Then our \$65 ticket will be live, presold through the website. We have some questions about the Xero migration. Banking is all up to date, with both Jody and Peter as signatories.

We plan to run activities over the whole weekend, not just on Open Day. Potential activities include a billy cart competition, the annual Pub Tour, general games, a movie theatre, inflatables, archery, mini golf, a pentathlon and abseiling. Please remind and encourage your Crews to go to the working bees, held monthly between now and Mudbash.

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

Tickets for Borderbash are still on sale! \$110 includes racing, food, party Sunday, entertainment Saturday night and daily river bus runs! Top Gear Scout are still looking for Rover help – there are plenty of things that Rovers will be able to assist with on the weekend, not just car related activities.

7.5 Bogong Rover Chalet**David Nicholls**

There are 3 Ski Moorts running this year – Rover specific events. Please promote these events to your Regions and Crews and do not hesitate to get in contact with Cat if you don't know how/what to advertise. Bogong are hosting a Snow Fun Day on the 4th of August at Lake Mountain, which is the perfect location for beginner cross country skiers, and a great way to learn how to ski. Our next working bee will be held over the Labour Day long weekend and our Easter weekend has almost booked out.

7.6 W.F. Waters Lodge**Jake O'Halloran**

Our first working bee is being held on the 23-25th of March. The Lodge has a snow guarantee this year; from season open to season end.

7.7 MARB**Kate Brockman**

We received no negative feedback on our budget, which we tabled last month. It is being voted on tonight.

7.8 Rover Dinner**Kieron Younger**

Mt Dandenong is preparing for the upcoming Rover Dinner on the 27th of October. More details to be presented, including the budget to be tabled at the March VRC meeting.

7.9 Yearbook**Tash Borg**

It's that time of year again! So here's your 4 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

Currently waiting on the CFA to provide us with their approval to our exemption application. Once we have this, the Shire should be able to issue a building permit, and building should be able to begin ASAP.

9 Interstate, National and International Events and Contingents

9.1 Rovers 100

David Toogood

Committee:

- **Chairman** – David Toogood
- **Vice Chair** – Lucy Hubbard
- **Admin Manager** – VACANT
- **RA** – Jason Thomson (JT)
- **Activities** – Patrick Ross
- **Head of Works and Services** – Kieron Younger
- **Entertainment** – Ben Nickel
- **PR Manager** – Justine Ewing
- **General Committee** – Harriet Hunt, Reanna Pierce, Liza Wei, Hannah Stockfeld (first aid), Brittany McIlvain (ex-Rover)

What is the plan for 2018?

Over the year we plan on holding a few events to promote Rovers and show other sections how fantastic we are. Below is a list of some of the major events that will be running throughout the year:

Moot 100

The concept of the Moot will be back in time. We are planning on running activities that bring Rovers back to life. We are approaching sub-committees to help in running these activities throughout the weekend. The weekend will be split in four parts – morning and afternoon activities with nightly entertainment. There will also be opening and closing ceremonies for the event. As the Moot is being held on Grand Final weekend, the game will be playing on a big screen, with half-time games and activities throughout. We are also planning on having a dinner for all WF Awardees and their families. This will also give us the opportunity for VicRovers to present WF Awardees with their medallions. Moot will be running from Thursday night to Sunday afternoon.

World Scout Day

On the 1st of August, Branch will be hosting a dinner. We would like to extend the invitation to all past VRC chairmen to attend the dinner on behalf of Rovers. Current Rovers are also welcome to attend.

Scarf Up

We have 300 scarves to hand out over the next 12 months, to members of the Scouting community.

Rover Dinner

In conjunction with Mt Dandenong, Rover Dinner will be extra special with a historical display and much more to show the history of Rovers.

Don't forget to take a look at the crew resource pack. This has fantastic ideas that the national team have come up with to help your crew celebrate Rovers 100. Let's make the 100 years of Rovers the best year yet.

9.2 YPR**Ian Collins**

Please keep in contact with the Groundbreaker Crews/Groups in your Regions, in order to help support them and ensure that feedback is being received.

10 Tabled Items**10.1 VRC Standing Orders – Office Bearer/Region Delegate Voting Rights**

Following the acceptance of the VRC Standing Orders, Plenty Valley would like to propose the below change to the VRC Standing Orders to allow Office Bearers who are also Region delegates to vote. Plenty Valley holds the view Region delegates vote on behalf of their Region, regardless of their own opinions. Provided the Office Bearer isn't the presiding chair of the meeting, we see no reason to prevent Office Bearers also serving as Region delegates. Please direct any feedback to edwin.ryan@live.com.au.

Old:

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.

New:

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 may exercise their voting rights as a Region delegate, except where the Office Bearer is the presiding chair of the meeting.

10.2 VRC Standing Orders – New Crew Policy; Revival of Defunct Crews

Following the acceptance of the VRC Standing Orders, Plenty Valley would like to propose the below change to the VRC New Crew Policy to provide further clarity on VRC Standing Orders clause 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..." Please direct any feedback to edwin.ryan@live.com.au.

Old:

Step 1. Rovers or prospective Rovers interested in forming a new Rover Crew as an additional section within an existing Group should meet and confirm their intentions, then approach the Region Rover Chairman for assistance.

New:

Step 1. Rovers or prospective Rovers interested in forming a new Rover Crew as an additional section within an existing Group should meet and confirm their intentions, then approach the Region Rover Chairman for assistance. Revival of a defunct Crew shall be considered the same as starting a new Rover Crew.

11 Items for the Information of the Victorian Rover Council**11.1 Requirements for Child Safety and WHS Modules for All Adults in Scouting**

A reminder that all Rovers will be required in the coming months to re-complete the Child Safety and WHS modules online. Emails are not being sent anymore – please encourage your Rovers to go and check whether they need to renew. Paul will distribute lists to Regions with people who need to complete these training modules.

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 closed at the February 2018 VRC meeting.

11.6 Centenary Crew Pack

The Rovers Centenary Crew Pack is here! Find out all you'd like to know about this year for Rovers.
<https://www.dropbox.com/s/ad2jx6vq1ury4ic/Rovers100%20Crew%20Resource%20Pack.pdf?dl=0>

12 Voting Items**12.1 MARB 2018 Budget**

Motion: That the MARB 2018 Budget be adopted for implementation.
Passed.

12.2 VRC Standing Orders

Motion: That the VRC Standing Orders be adopted for implementation.

Amendment to section 1.5.1 – the words “existing Standing Orders” shall be replaced with “existing Policies”.

Moved: Bays

Seconded: Plenty Valley

Passed.

The Standing Orders come into effect as of Wednesday the 28th of February, 2018.

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

Jess Spargo – Frank Moon Rover Crew, Mt Dandenong

Belle Snax – Carlton Rover Crew, Melbourne

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. **Venue will be determined by March's VRC meeting.**

Hoadley (30th March – 2nd April, 2018)

Currently only a handful of Crews have signed up to help on the weekend, please advertise the opportunity to your Regions and Crews. Hoadley provides you with the perfect opportunity to engage with Venturers one-on-one, and is a great tool for recruitment and advertising your Crew to the wider Scouting community. The event is being run out of Rowallan Scout Camp in Riddells Creek this year, and \$45 includes food, amenities and camping for Crews.

Bendigo Bank Accounts

This is currently a work in progress, but the aim is for all Victorian Scouting funds to be held in Bendigo Bank accounts, which will bring in a lot of interest to Scouts Victoria, which can then be distributed as necessary. It will eventually become compulsory, but not in the short term. The ramifications for subcommittees and other groups who are dealing with large amounts of money are unclear at the moment. This information is directly primarily at Crews, Regions and Groups.

Wood badges

In addition to Paul receiving his tonight, congratulations to Miriam Rowe, Broderick Fraser and David Uber who also received their Wood badges in recent months.

Office Bearer Elections (2018/19 term)

Nominations for these positions open next month – please start looking around your Regions and talking to people who you believe could be a suitable candidate for the available positions.

Rovers 100

Tonight we are presenting Region Chairs, Subcommittee Chairs, Paul Byrnes, Peter Wotherspoon and Jody Freeman with Rovers 100 ambassador scarves. With the scarf comes the responsibility to be an ambassador for the Centenary of Rovers.

BP Lodge

VRC were presented with a defibrillator from the BP Lodge. We will be extending a letter of thanks to the Lodge, who have spent a significant amount of money on purchasing defibrillators for Scouting locations across the state, as well as their generous donation to Lord Casey Rover Crew to assist in the rebuilding of their den.

Closing Parade: Flag Down & Rover Prayer.

Meeting Closed at: 9.00pm

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

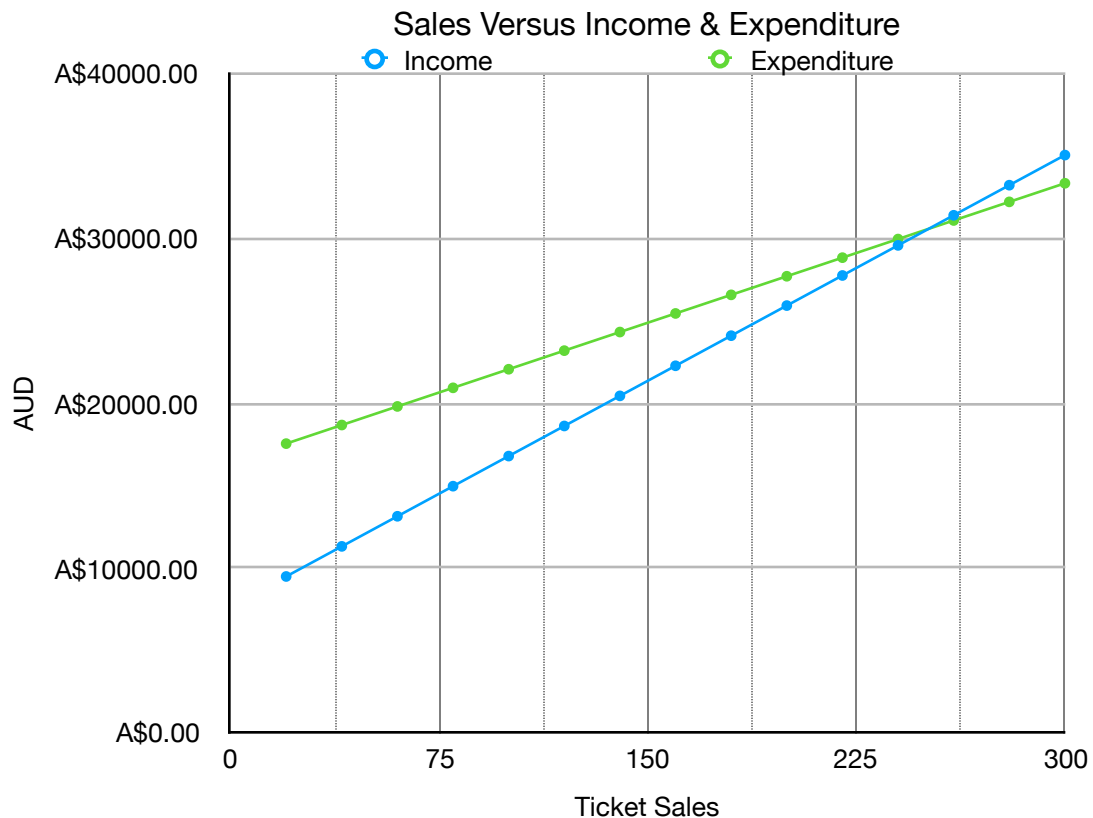
MARB 2018 Budget

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 Coast 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 regard 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



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



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]]



VICTORIAN ROVERS WF WATERS ROVER SERVICE AWARD NOMINATION FORM



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			

SUMMARY OF DATES					
Date of Birth		Invested as Squire		Invested as Rover	
SUMMARY OF POSITIONS					
Years	Position			Rover Committee or formation	

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.

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 do 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?