



SC&T Region Rovers

87 Wentworth St, Port Kembla NSW 2505

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Meeting held on May 14th, 2013 at Region HQ, 87 Wentworth St, Port Kembla, NSW, 2505

- 1 Meeting Opened At** 7.35 pm
- 2 Present**
- 2.1 1st Albion Park Rover Crew** Lewis Taylor
- 2.2 1st Austinmer Rover Crew** Rhiannon Hughes, Peter, Marshall, Kusi, Daniel Seddon Powell, Charlotte
- 2.3 1st Figtree Rover Crew** Catherine Bowie, Ben Nichols, Simone Haider, Mark Caetano, Kat MacPherson
- 2.4 2nd Queanbeyan Rover Crew** Nil and no report received
- 2.5 Shoalhaven District Rover Crew** Ryan Manton
- 2.6 4th Wollongong Rover Crew** Craig Davis
- 2.7 1st Korrahill Rover Crew** Nil and no report received. Apologies for entire Crew- Amy Campbell on phone for Constitutional vote
- 2.8 1st Warilla Rover Crew** Ken Powell, Stuart Powell, Lauren Nealy
- 2.9 Tablelands Rover Crew** Nil and no report received
- 2.10 Goulburn Rover Crew** Nil and no report received
- 2.12 Other** Greg Pearce
- 2.13 Apologies** Nighty, Mark Critcher, Lisa Goodall
- 3 Confirmation Of Previous Minutes**
- The Council accepts the previous minutes as a true and accurate representation of that meeting
- 3.1 Motion Made** Ryan
- 3.2 Seconded** rhiannon
- 3.3 Business Arising from Previous Minutes**
- Pigskin** SC&T Scouts would like to thank the Rovers who assisted with Pigskin at Wombeyan Caves. The Scouts enjoyed the weekend and a further congratulations to the best bases: "Diffuse the Bomb" – Tristan Haider, Catherine Bowie & Mark Caetano, "Rope Ladder Challenge" – Mark Woodard & Keiraville Leaders, "Volcano" – Craig Davis, Kat MacPherson & Balgownie Leaders. Also Michael King & Sophie (both NPAWS & Scouts).
- 4 Correspondance**
- 5 Executive Reports**
- 5.1 President** nil
- 5.2 Treasurer** nil
- 5.3 Venturer Liason North** nil
- 5.4 Venturer Liason South** Attended ZVC and plugged roventure next year
- 5.5 Webmaster** There are still several Crew Profiles missing from the website. These include: Goulburn, Queanbeyan, Shoalhaven, Tablelands, Warilla & Wollongong Rover Crews.
- 5.6 Service** 10-11 august- service weekend. 22-23 june + 21-22 july- motocross- email to be sent around
A procedure to begin the eLearning process is available under the Resources page.



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- 5.7 Public Relations** The Region's Calendars are now available on the website and devices can be subscribed to these calendars. A procedure to do this is available on the website under latest news.
- Rover Shirts- should be here next week
If anyone has any articles from past events, please send them through as there is a lack of publicity articles on the website.
- 5.8 Region Commissioner Rovers** Absent- no report
- 5.9 Region Commissioner Rovers: Training- a.k.a. Greg's Hole** Impressed with pigskin attendance. Had much positive feedback from leaders- as well as NPWAS for Michael King and Sophie Heggie's contributions.
- 6 Occupational Health and Safety** Spoken to kerrie about lights- Bob and Greg have been turning off sensor
- 7 Crew Reports**
- 7.1 1st Albion Park Rover Crew**
- Number of Knights/Squires:** -Squires-9
-Knights-2
-3 Linking vennis
- Past events and activities:** -Attended ZVC Illwarra South told them date for next years roventure and also tried to recruit some to the rover section that are turning 18 within 6 months, helped at a scavenger hunt for venturers that was organised by figtree rover crew
- 7.2 1st Austinmer Rover Crew**
- Number of Rovers:** 24
- Number of Knights/Squires:** Knights: 16 Squires: 8 Linking: 1
- Past events and activities:** Busy month with an event on every weekend!
19th-21st Medieval Madness Roventure organised by Dan: Great success and all had a great time!
24th Intercrew Bowling Challenge run by Kusi
25th ANZAC day dawn service: Marched in Austinmer Parade and Wollongong March
26th-28th Caving weekend at Bungonia with Austi vents: Had a great weekend with 17 members of the crew present. Weekend of caving, bushwalking & exploring.
- 3-5th Pigskin, 2 Austi bases used: Good Attendance from Austi Rovers
Knighted Brad, Shnick & Peter. Congrats!!
19th Canoe Day Trip
- Upcoming events and activities:** 21st Capture the Flag Craziess: Venturer vs Rover night at Mt Keira Guide Camp
24th-26th WWG
29th Roller Blading Night
5th Next BM & Kusi's last Meeting, Ryan 's Thirroul
- 7.3 1st Figtree Rover Crew**



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Number of Knights/Squires: 5 Knights, 6 Squires, 2 investitures and 1 squiring on Wednesday night.

Past events and activities: Roventure 2013, Combined Venturer Unit Scavenger Hunt, Pigskin, Casino Night

Upcoming events and activities: Business Meeting, Melbourne Comedy Festival, Go Karting , Weekend Wide Game South V 2013, SC&T Region Progressive Dinner

Other: 2 Knights currently completing eLearning, paperwork underway for 2 squires to complete eLearning.

7.4 2nd Queanbeyan Rover Crew

Nothing received

7.5 Shoalhaven District Rover Crew

2 knights, 0 squires

Past events and activities: Anzac day, dragon skin,.

Upcoming events and activities: Weekend wide game, venturer activities with bomo and husky.

Other: Still working with crew to find a day to meet regularly.

7.6 4th Wollongong Rover Crew

Number of Knights/Squires: 4, 6

Past events and activities: Anzac Day, Sues Knighting, Crew Challenge Bowling night, Squire organisation night, Business meeting, Roventure, Bungonia Weekend, Pigskin

Upcoming events and activities: Weekend wide game, Just dance night, Camping, Ice Skating or big ball night, Squire training night

Support Required / Matters for Escalation: E-learning training Crew leader will not be able to attend will be in Melbourne. Think Anne can attend

Other: Fundraising: planning a regional event that all crews can attend. Sue will be putting forth a proposal for next business meeting. Thinking of a murder mystery dinner.

7.7 1st KorraHill Rover Crew

No report received

7.8 1st Warilla Rover Crew

Number of Knights/Squires: 4 newbies (2 regularly attend meetings & activities, 1 overseas until end of year & 1 on books only but helps out at Cubs & Scouts)

Past events and activities: Fund raising with the Group: 1. Manning the gates in conjunction with the Rotary Club at Wings Over the Illawarra – weekend before last., 2. Delivering telephone books., Money earned will be shared on a per capita basis per section for the purpose of paying annual subs and boosting section funds. 3 of the Ex Rovers are still meeting with the Crew to make up numbers. These ex Rovers will be forming a Fellowship section at Warilla so that they can stay in the movement for the purpose of assisting the other sections and joining in with the Crew's activities.



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Upcoming events and activities: - More phone book deliveries., • Night Geocaching, • Archery., • Plan joint some activities with Warilla Venturers

Support Required / Matters for Escalation: Recruit Venturers coming of age at Kiama.

- 7.9 Tablelands Rover Crew**
Nothing Received
First squires,
- 7.10 Goulburn Rover Crew**
Nothing Received
Have attended events with region
- 8 Baden Powell Scout Awards**
- 8.1 New Proposals** Mark Critcher- Scoutcraft. 10 adventurous camps- in different disciplines.
- 8.2 Progress Reports**
- 9 General Business**
- Constitutional change** Attached document at end of Minutes
Motion made to accept the changes to the Region Rover Council Constitution made and accepted at this Region Council Meeting.
Motion Made Matthew Kusi-Appah
Motion Seconded Ryan Manton.
Accepted- 7/10 crews presented input
- BRC reports** Badgework- to be started January 2014. Quality Rovering Award- crews should be encouraged to participate. AJ2016 and Branch Campsite. October- Rover awareness month. Nighty received Stan Bale's Service Award. Congratulations to Nighty.
- Caving weekend** Greg cannot run- wont be in country. Barney will assist with camp, not enough time to run. Spoke to Mark Critcher about- not overly keen. Date cannot be changed- Had positive response from Venturers. Peter to assist with running.
- Service weekend, Motocross marshalling** 10-11 august. More information to be passed out- at mt keira. Want to work on rover den. 'a bit icky'- rhiannon. Motocross information to be sent out
- Venturer Liaison list** To liase between members involved- Simone, Marshall, Lewis.
- Annual Rover Hike (ARH!)** Issue with snowcraft dates. May need to move snowcraft weekend to that date due to greg's absence. Decided to move ARH.
- Snow craft weekend** See above...
- Warilla** Removed from Agenda. Present at meeting



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Progressive Dinner Have had a good response so far from Crews wanting to get involved. Many of our Western Crews have volunteered their halls, however it just isn't possible to arrange for this year as we started organisation a little too late, however, I am already plotting how to include them for next year's event. Currently we have the major meals arranged, and I am just waiting for Korrahill to confirm with me. In addition, I am waiting for Doc to confirm the bus for us.

Costing stands at \$30.00 as it was last year. I have basic pricings for the event, but as I am still waiting on bus pricings I cannot confirm price per head for each meal. I have however allocated them, and sent out an email this afternoon. In addition, I am trying something new for the events run in the region, and have sent out A1 forms as well as an attendance form. If Crews could fill this out well before the event, and return to me the RRC before the dinner, it would be very helpful. Bus to pick up at 4th Gong.

Moot tender Draft tender presented. Need to talk to Sam for further details. Fairy Princess moot- Round robin fairy wishes, wand making, comando course, fairy bowling, flying school, wide game, night activities- fairy ball. Iron gut. Not yet spending 200. as current. Will have full budget for next RRC. Looking for volunteers to run bases. looking at \$8.00 for activities.

Inter-crew Bowling Night Was awesome. "we all went bowling"- kusi. Around half the region. Figtree won. Got bag of fantales. Holders of the 'golden scat'. Looking at running once every few months. Figtree will decide next event. Next event- Figtree to organise activity. To try to run 'term 3'

West Wollongong Scout Group 1st West Wollongong Scout Group are looking for assistant leaders in the Joey, Cub & Scout sections. Contact Nerida Smith for further details.

Jamborette Rovers assistance has been requested for the long weekend in October. Mark Woodard will be running several major activities including the Climbing Wall, Abseiling & Crate Staking. Please keep the date free. Both those with and without qualifications are able to assist.

NSW State Rally Theme: "The future of ... War". Would Rovers like to run an activity? Dress up theme. Heavy push for theme related. Not bomb based if possible. Rally cut off dates havent been announced yet. To have a yay or nay by next rrc.

Weekend Wide Game Report at end of Minutes

Kusi is leaving us Going to Colorado USA. Rhiannon to replace him in his duties. Leaving 27th june. Back for Christmas.



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Roventure Guide camp good choice for event. Had plenty of space and got entire camp. ^ costs and worth it. Attendance can be bettered. Need to advertise better. Terrible weather, activities ran ok- feedback said that activities were awesome. Still chasing up final amounts. March 14-16 next year. Need to take need for tender back to crews. Looking for a team to organise event- not just an individual.

Motions for reimbursement 99.18 to amy, 162 to guide camp, 105.23 to rhiannon, 46.67 to dan, 30.00 to scat

Motion made to arrange all reimbursements as necessary.

Motion Made Matthew Kusi-Appah

Motion Seconded Ryan Manton. Motion Passed

WWGS Need more rovers. Only 5- confirmed. Final catering numbers sent tonight.

Region Shirts- total of \$690.25. Motion to reimburse Lisa for the full amount. RRC to then collect money from individuals.

Motion Made Matthew Kusi-Appah

Seconded Ryan Manton. Motion Passed

Elearning Elearning- need to set a day for finishing training. Need to finish by June 30. To run event- Wednesday nights that suit stuart.

BRC Lauren agreed to go. Delegates are Catherine Bowie, Lewis Taylor, Simone Haider and Lauren Nealy

Meeting Closed at 8.53pm

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Next meeting to be held on May 14th, 2013 at Region HQ, 87 Wentworth St, Port Kembla, NSW, 2505



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The Scout Association of Australia New South Wales Branch

The Constitution of:

The South Coast and Tablelands Region Rover Council

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1. Name

- 1.1 The name of the Council shall be "The South Coast and Tablelands Region Rover Council" and shall hereinafter be referred to as "the Council".

2. Functions

The affairs of the Rover Section in the Region are to be conducted by the Council with the aim of supporting and developing Roving within the South Coast and Tablelands Region. The Council therefore has the following functions:

- 2.1 To make recommendations to the Branch Rover Council.
- 2.2 To make decisions about the rules and methods by which it governs, administers and implements its operations. In those matters that may affect the general principles of the Movement (as expressed in the Policy and Rules Handbook), other sections of the Movement, or existing relations with other organisations, the approval of the Region Commissioner is required.
- 2.3 To maintain a record of all Crews in the Region, and to receive an annual report from each Crew at the Council's AGM.
- 2.4 To be responsible for the development and maintenance of the standards of Roving in the Region.
- 2.5 To promote Rover activities in the Region.
- 2.6 To organise training courses for Rovers within the Region.
- 2.7 To implement disciplinary procedures against any Crew, Rover or Rover Squire who has brought South Coast and Tablelands Rovers into disrepute.
- 2.8 To recommend to State Headquarters the registration of any Crews.
- 2.9 To recommend to State Headquarters the deregistration of Crews that do not maintain the standards set by the Branch Rover Council and this Council.
- 2.10 To recommend and advise the Region Commissioner on the appointment and subsequent re-appointment of the Region Commissioner - Rovers. The final decision will be that of the Region Commissioner.
- 2.11 To recommend and advise the Region Commissioner on the requirement of the Region Commissioner – Special Duties to act as an assistant to the Region Commissioner – Rovers.

3. Composition

- 3.1 The minimum composition of the Council is two (2) voting delegates from each Financial Crew in the Region, Rover Advisors from each Crew (whether or not the Crew is financial), Regional Rover Advisors, the Region Commissioner - Rovers and anyone acting as an assistant to the Region Commissioner - Rovers.
- 3.2 Lone Rovers are directly attached to the Branch Rover Council, and as such would not normally be entitled to membership. Their attendance and participation at Council meetings and activities should, however, be encouraged.

4. Meetings

- 4.1 The Council shall meet at least six (6) times per annum (including the Annual General Meeting) and at least seven (7) days notice of each meeting shall be given.
- 4.2 The Council shall hold an Annual General Meeting each year in accordance with State and Region guidelines.
- 4.3 In addition, the President and any two (2) executive members jointly may call an extraordinary meeting.
- 4.4 Any member of the Rover section in the Region may attend meetings of the Council as an observer.

- 4.5 A simple majority of Financial Crews must be represented to form a quorum at a meeting of the Council, except as in 4.6 below.
- 4.6 When meetings are held in the Keirawarra or Illawarra South Districts of the Region, those Crews outside those District boundaries shall be deemed as present if a Crew Report has been received by a member of the Council Executive prior to the commencement of the meeting.
5. Voting
- 5.1 Each Financial Rover Crew in the Region shall have two (2) votes, one for each delegate in attendance at Council Meetings.
- 5.2 Proxy votes must be tabled, in writing to the Secretary, at the commencement of that meeting.
- 5.3 Voting shall be via a show of hands, unless otherwise deemed appropriate by the Council.
- 5.4 Determination of voting shall be according to a simple majority.
- 5.5 The President shall have the casting vote.
- 5.6 Any decision so voted found to be in contravention of Scouting Policy and Rules, as determined by the State or Region Commissioner, shall immediately be declared invalid.
6. Office Bearers
- 6.1 The Council shall have the following Office Bearers:
- President;
 - Vice-President;
 - Secretary;
 - Treasurer;
 - Public Relations Officer;
 - Venturer Liaison Officers (2);
 - Service Coordinator
 - Webmaster(s) (1 or 2)
 - Branch Rover Council Delegates (4); and
 - Any other Officers as the Council deems necessary.
7. Election of Officers
- 7.1 The election of Office Bearers shall be held at the Council's Annual General Meeting.
- 7.2 Office Bearers shall hold their position for one (1) year.
- 7.3 Any Invested Rover Knight is eligible to hold the position of President or Vice-President.
- 7.4 Any Invested Rover Knight or Rover Squire is eligible to hold any other position on the Council.
- 7.5 The Returning Officer shall be appointed at the President's discretion.
- 7.6 Voting is by elective majority.
8. Executive
- The President will be the first member of, and will chair, the Region Rover Council Executive. At a minimum, the Executive shall comprise of the President, Vice-President, Secretary, Treasurer, the Region Commissioner - Rovers and anyone acting as an assistant to the Region Commissioner - Rovers. Other Office Bearers may be appointed to the Executive at the discretion of the President. The duties of the Executive are:
- 8.1 To transact all urgent business of the Council and report to the Council of action taken at the following Council Meeting.
- 8.2 To carry out tasks assigned to it by the Council.

- 8.3 To prepare business, recommendations, proposals and background information to the Council.
 - 8.4 To do such administrative tasks as are necessary for the efficient operation of the Council.
 - 8.5 To advise the Region Commissioner - Rovers in the exercise of his/her duties.
 - 8.6 To prepare an Annual Report summarising the year's activities, complete with financial statement, to be presented at the Annual General Meeting.
 - 8.7 To approve the formation and registration of new Rover Crews within the Region.
 - 8.8 To recommend to the Council the de-registration of Rover Crews within the Region.
 - 8.9 To recommend to the Council any disciplinary measures for Crews, Rovers or Rover Squires who it is deemed have brought Rovering into disrepute.
9. Finances
- 9.1 The Council shall have a banking account in the name of the "The Scout Association of Australia, New South Wales Branch, South Coast and Tablelands Region Rover Council" The account shall be operated by any two of four signatures, those being the President, Treasurer, Region Commissioner – Rovers and anyone acting as an assistant to the Region Commissioner – Rovers.
 - 9.2 Each Rover Crew shall pay to the Council such annual fees as determined by the Council. Crews will be advised of this fee prior to their Annual General Meeting, at which the fee is due.
 - 9.3 If such fees are not paid within two (2) months, the Council shall deem the Crew to be 'non-financial'.
 - 9.4 The Council may raise funds to finance its expenditure and projects as necessary. Any fundraising must be in accordance with State and Region guidelines.
10. Constitutional Amendments
- 10.1 Nothing in this Constitution shall be amended except by concurring vote of two-thirds of the members of the Council, present at a Council Meeting.
 - 10.2 Notice of Motion to amend the Constitution must be presented at a Council meeting prior to the meeting at which the motion will be voted on.
 - 10.3 These rules shall not be amended otherwise.
11. Paramount Laws and Rules
- 11.1 Nothing in this Constitution shall derogate from anything in any Royal Charter, Act of Parliament, any subsidiary legislation in anything contained in "Policy and Rules" or any By-Laws thereunder having force within the New South Wales State of the Scout Association of Australia.
12. Constitutional Annexures
- 12.1 All appendices, by-laws and annexures to this document will be treated as an integral part of the Council's Constitution and as such cannot be amended without following Clause 10.



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Annexure 1:

South Coast and Tablelands Region Rover Council

Role Descriptions

Version 1 – March 2006
Version 2 – March 2013

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Context and Purpose:

The South Coast and Tablelands Region Rover Council (SC&T RRC) is the self governing body for all of the Rovers in the Region. Typically the Council meets on a monthly basis to undertake the aim of the Council as stated in the Constitution, which is to assist in the ongoing development of, and ultimately support, Roving within the South Coast and Tablelands Region.

The following Role Statements aim to provide a guidance and a framework for future Rovers who are elected to the various position on the council. They are in no way to act as an inhibitor for any individual to further the aims of the Council.

It also is critical to note that for the Council to remain current and relevant to Roving in the Region it is critical to review and update these Role Statements periodically to ensure they accurately capture the key responsibilities of each Role.

One last note, while writing these Role Statements it became apparent that each position defined below is critical to the current running and future development of Rovers in the Region. Any incumbent Council that neglects positions or particular areas of responsibility does so to its own detriment.

Yours in Roving

Christopher Allen
Wood Badge Project
1st Figtree Rover Crew
1st March 2006

Amended by the 2012 SC&T RRC Executive
President – Ryan Manton

President

Key Responsibilities:

- (1) To chair all meetings of the Council and to be conversant with the business of the Council.
- (2) To be responsible for the effective management, decisions and conduct of the Council.
- (3) To liaise with Committees (as applicable).
- (4) To offer advice to the Chairpersons of Committees (as applicable).
- (5) To formally report on RRC activities at each meeting of the Branch Rover Council, and to distribute this report to other members of the RRC.
- (6) To be the first member of, and to chair, the meetings of the Region Rover Council Executive.
- (7) To attend and represent the Region Rover Council at Region Executive meetings and Region Commissioners meetings.
- (8) To be the official spokesperson (or delegate another representative) of the Council before other forums (as applicable).
- (9) To perform such other duties as are delegated to him/her by the Council from time to time.

Key Relationships:

Critical to the success of this role is the development of productive and proactive relationships. For a period of 12 months the President is ultimately accountable for the successful management and custodianship of Roving in SC&T. For this to be undertaken you will have to develop working relationships with the following people:

<i>Internal (SC&T Rovers)</i>	<i>External</i>
<ul style="list-style-type: none">• SC&T Rover Commissioner/s• All SC&T RRC Office Bearers• Crew Leaders• Rover Advisers• RRC Delegates	<ul style="list-style-type: none">• SC&T Region Commissioner• BRC Office Bearers (as applicable)

Essential Requirements:

- Be an active Rover within the Region and their respective Crew.
- Be an invested Rover Knight.

Desirable / Preferable Requirements:

- Ability to communicate with a wide range of stakeholders.
- Experience as another RRC Office Bearer (i.e. Vice President, Treasure etc).
- Experience in running a Rover Crew (i.e. Crew Leader, Assistant Crew Leader).

I accept this Role Description and will strive to execute the responsibilities of the SC&T RRC President to the best of my abilities.

_____ Incumbent President

Date: / /

Vice President

Key Responsibilities:

- (1) To assume the duties of the President in their absence.
- (2) To co-ordinate the developmental activities of the Region Rover Council, particularly in the encouragement and formation of new Crews where desirable.
- (3) To be a member of the Region Rover Council Executive.

Key Relationships:

The Vice President's main responsibilities centre on the development of Rovering in the Region. For this reason a strategic focus on the future success of the section is essential for this role, with an equal emphasis on the maintenance of both internal and external relationships:

<i>Internal (SC&T Rovers)</i>	<i>External</i>
<ul style="list-style-type: none">• SC&T Rover Commissioner/s• All SC&T RRC Office Bearers• RRC Delegates	<ul style="list-style-type: none">• SC&T Region Commissioner• SC&T Venturer Region Commissioner

Essential Requirements:

- Be an active Rover within the Region and their respective Crew.
- Be an invested Rover Knight.

Desirable / Preferable Requirements:

- Experience in the running / organisation of the RRC (i.e. RRC Delegate).
- Experience in running a Rover Crew (i.e. Crew Leader, Assistant Crew Leader).

I accept this Role Description and will strive to execute the responsibilities of the SC&T RRC Vice President to the best of my abilities.

_____ Incumbent Vice President

Date: / /

Secretary

Key Responsibilities:

- (1) To maintain close liaison with the President, Region Commissioner/s – Rovers and other Council Officers to facilitate the smooth running of the Council.
- (2) To keep a register of the names and addresses of all Crews registered with the Council, their Constitution, and any Resolutions of the Council relating to them.
- (3) To control all clerical work of the Council and to carry out such other duties as are assigned to him/her by the Council.
- (4) To prepare and distribute Agenda of Meetings.
- (5) To prepare and distribute Minutes of Meetings and to maintain and safeguard a Minutes Book. This may also include electronic records.
- (6) To prepare and distribute an Action Items document prior to and following every Council meeting.
- (7) To maintain a file of Baden-Powell Scout Award notifications.
- (8) To keep a copy of the Reports of all Committees.
- (9) To keep and maintain Minutes of Region Rover Council Executive Meetings.

Key Relationships:

The Secretary's main responsibilities centre on the maintenance of records, and therefore strong rapport with the Executive Members of the Council is critical. Key relationships include:

<i>Internal (SC&T Rovers)</i>	<i>External</i>
<ul style="list-style-type: none"> • SC&T Region Commissioner/s - Rovers • All SC&T RRC Office Bearers • SC&T RRC Committee Chairs • RRC Delegates 	<ul style="list-style-type: none"> • Third party correspondants (as applicable)

Essential Requirements:

- Be an active Rover within the Region and their respective Crew.
- Be an invested Rover Squire.

Desirable / Preferable Requirements:

- Experience in the running / organisation of the RRC (i.e. RRC Delegate).
- Experience in an executive Rover role (i.e. Crew Secretary).
- Be an invested Rover Knight.

I accept this Role Description and will strive to execute the responsibilities of the SC&T RRC Secretary to the best of my abilities.

_____ Incumbent Secretary

Date: / /

Treasurer

Key Responsibilities:

- (1) To keep true records of the Council's finances and to submit a statement of the financial position of the Council at each Meeting of the Council.
- (2) To pay all accounts authorised by the Council. All such payments shall be signed for by any two of the following officers of the Council: President, Treasurer, Region Commissioner – Rovers and Assistant Region Commissioner – Rovers.
- (3) To ensure that the Council's accounts are audited annually.
- (4) To advise the Council of finances required to maintain its various projects and of the means available to raise such funds.
- (5) To co-operate and work with the President in the organisation of fund raising activities.
- (6) To ensure that Committee/Activity accounts are accurate by liaising closely with Committee/Activity Treasurers.
- (7) To provide advice to Crews within the Region on matters of financial management.
- (8) To be a member of the Region Rover Council Executive.

Key Relationships:

The Treasurer holds a critical position in any governing body and the SC&T RRC is no exception. Having access to accurate and timely financial information is critical to the function of the Council. For that reason the few key relationships defined below are of critical importance to the role:

<i>Internal (SC&T Rovers)</i>	<i>External</i>
<ul style="list-style-type: none"> • SC&T Executive Members • SC&T Committee/Activity Treasurers • RRC Delegates • Crew Treasurers (as applicable) 	<ul style="list-style-type: none"> • Accounts Auditor

Essential Requirements:

- Be an active Rover within the Region and their respective Crew.
- Be an invested Rover Squire.

Desirable / Preferable Requirements:

- Experience in the running / organisation of the RRC (i.e. RRC Delegate).
- Experience as a Crew Treasurer.
- Basic accounting knowledge / experience.
- Be an invested Rover Knight.

I accept this Role Description and will strive to execute the responsibilities of the SC&T RRC Treasurer to the best of my abilities.

_____ Incumbent Treasurer

Date: / /

Branch Rover Council Delegates (4)

Key Responsibilities:

- (1) To represent the Council at all meetings of the New South Wales Branch Rover Council.
- (2) To inform the Branch Rover Council of the Region Rover Council's opinion and to vote as instructed. If no instructions have been given, delegates should vote as to what they think will serve the interests of the Region Rover Council.
- (3) To promote the image of the SC&T RRC to the Branch Council.
- (4) To submit a written report to BRC Meetings and to each following RRC Meeting.
- (5) To deliver the Region Report to the Branch Rover Council in the event that the RRC President is unable to attend the meeting.

Key Relationships:

The Council's BRC Delegates are an important part of the communication process throughout the Movement. The two main functions of the Delegates are communicating the Council's position on various matters, and voting on the Council's behalf at BRC meetings. Note: It is preferable that one of the four BRC delegates is the RRC President. Key relationships include:

<i>Internal (SC&T Rovers)</i>	<i>External</i>
<ul style="list-style-type: none"> • SC&T Region Commissioner/s - Rovers • SC&T Executive Members • SC&T Crew Leaders (as applicable) 	<ul style="list-style-type: none"> • BRC Executive Members • BRC Delegates from other Regions (as applicable)

Essential Requirements:

- Be an active Rover within the Region and their respective Crew.
- Be an invested Rover Squire.

Desirable / Preferable Requirements:

- Have an understanding of the constitution of the BRC, and how the Council is run.
- Experience in the running / organisation of the RRC (i.e. RRC Delegate).
- Experience in the running / organisation of the BRC.
- Be an invested Rover Knight.

We accept this Role Description and will strive to execute the responsibilities of the SC&T RRC Branch Rover Council Delegates to the best of our abilities.

_____ Incumbent BRC Delegate Date: / /

_____ Incumbent BRC Delegate Date: / /

_____ Incumbent BRC Delegate Date: / /

_____ Incumbent BRC Delegate Date: / /

Public Relations Officer

Key Responsibilities:

- (1) To promote a good image of Rovering to the Region and the wider community
- (2) To advise the Council of public relations aspects of all Council actions.
- (3) To advertise the Council's program and activities by submitting articles (e.g. trip reports or promotional items) to all editions of South Coast Scouting throughout the year.
- (4) To establish good communication links with Scouting and non-Scouting Public Relations Officers and media editors so that Rover activities are regularly featured in:
 - a. Local newspapers;
 - b. Static and dynamic displays; and
 - c. Recruiting pamphlets and posters.
- (5) To assist Committees/Crews organising Region events with their promotional efforts.
- (6) To be responsible for the management of the Council's PR resources and to ensure that all items available for loan are maintained in good order.
- (7) To ensure regular news items, trip reports, and other relevant public relations material is submitted to the Webmaster for use on the SC&T Rovers website.

Key Relationships:

The Public Relations Officer has a critical role to play from a development perspective. With the primary aim of the position to further the media exposure and profile Rovers have in the region. Creating and developing networks is also an important element to the role. Subsequently key relationships include:

<i>Internal (SC&T Rovers)</i>	<i>External</i>
<ul style="list-style-type: none"> • SC&T Executive Members • SC&T Crew Leaders (as applicable) • SC&T Webmaster/s 	<ul style="list-style-type: none"> • South Coast Scouting Editor • Various media sources • SC&T Commissioners (as applicable)

Essential Requirements:

- Be an active Rover within the Region and their respective Crew.
- Be an invested Rover Squire.

Desirable / Preferable Requirements:

- Be proactive in taking advantage of various PR opportunities as they occur.
- Be an invested Rover Knight.

I accept this Role Description and will strive to execute the responsibilities of the SC&T RRC Public Relations Officer to the best of my abilities.

_____ Incumbent Public Relations Officer Date: / /

Venturer Liaison Officers (2)

Key Responsibilities:

- (1) To promote a good image of Rovering and the Council to Venturer Units in the Region.
- (2) To represent the Council at Region and District Venturer Council Meetings (as appropriate).
- (3) To encourage and assist Crews in developing solid relationships with all potential feeder Units.
- (4) To assist/advise the Crew or Committee organising the Region Roventure.
- (5) To promote the key events run annually by the RRC to the Venturers in the Region, namely:
 - a. SC&T Region Roventure;
 - b. Region Activity Weekends (Caving and Canyoning); and
 - c. Weekend Wide Game (North and South).
- (6) To promote SC&T Rovers to SC&T Venturers at Dragonskin each year.
- (7) To organise an annual end-of-year social event with the Region's Rovers and Venturers.
- (8) To engage in social media interactions with all Venturer Units in the Region.
- (9) To maintain an email list of all Venturers and Venturer Leaders in the Region.
- (10) To contact SC&T Venturers who are nearing 18 years of age to promote their local Crews.

Key Relationships:

It is critical that Rovers build and maintain effective relationships with the Venturer section. The Venturer Liaison Officer's role is to ensure that this is being achieved in all levels across the Region. Building Peer Relationships with individual Units is essential for this role to be executed effectively.

<i>Internal (SC&T Rovers)</i>	<i>External</i>
<ul style="list-style-type: none"> • SC&T RRC Executive Members • SC&T Crew Venturer Liaison Officers 	<ul style="list-style-type: none"> • BRC Venturer Liaison Officer • SC&T Region Commissioner – Venturers • District Venturer Councils or District Venturer Leaders (as applicable)

Essential Requirements:

- Be an active Rover within the Region and their respective Crew.
- Be an invested Rover Squire.

Desirable / Preferable Requirements:

- Have a strong knowledge of the Venturer Section and how to engage this age group.
- Have well developed networking skills.
- Be an invested Rover Knight.

We accept this Role Description and will strive to execute the responsibilities of the SC&T RRC Venturer Liaison Officers to the best of our abilities.

_____ Incumbent Venturer Liaison Officer Date: / /

_____ Incumbent Venturer Liaison Officer Date: / /

Service Coordinator

Key Responsibilities:

- (1) To ensure Service is a regular feature of the Council's program.
- (2) To organise and arrange service activities in the Region, taking into account:
 - a. The Council's potential for service considering numbers, willingness, time, skills and commitments of both the Council and Crews; and
 - b. The opportunities for service both through Scouting and through community organisations.
- (3) To oversee the organisation of service activities, including:
 - a. Liaising with individual Crews to ensure adequate communication and planning takes place beforehand;
 - b. Arranging for the equipment required for the service activity to be ready at hand; and
 - c. Reporting to the Council on the impact of the service activity completed.
- (4) To co-ordinate the Hike 4 Hunger activities of the Council, including:
 - a. The collection of cans and/or donations throughout the year; and
 - b. The handover of cans and/or donations to the Wesley Mission.
- (5) To co-ordinate the RRC's annual Service Weekend.

Key Relationships:

The Service Coordinator is accountable to ensure the Council fulfils the sectional motto of 'Service'. For this to be effectively achieved the coordinator must be a proactive Rover, willing and able to seek out worthwhile Service activities for the Council to tackle. The key relationships include:

<i>Internal (SC&T Rovers)</i>	<i>External</i>
<ul style="list-style-type: none"> • SC&T RRC Executive Members • SC&T RRC PR Officer • RRC Delegates • Crew Leaders 	<ul style="list-style-type: none"> • SC&T Commissioners • Wesley Mission • Other community organisations (as applicable)

Essential Requirements:

- Be an active Rover within the Region and their respective Crew.
- Be an invested Rover Squire.

Desirable / Preferable Requirements:

- Have taken part in various service activities at both a Crew and Region level in the past.
- Be an invested Rover Knight.

I accept this Role Description and will strive to execute the responsibilities of the SC&T RRC Service Coordinator to the best of my abilities.

_____ Incumbent Service Coordinator

Date: / /

Webmaster/s (1 or 2)

Key Responsibilities:

- (1) To co-ordinate the content and development of the SC&T Rovers website.
- (2) To ensure the website is maintained and developed as required.
- (3) To ensure the SC&T Rovers website and any other web based resources create a positive image for Roving.
- (4) To maintain the SC&T Rovers email groups.
- (5) To maintain the SC&T Rovers Facebook and other Social Media pages.

Key Relationships:

The Webmaster role has a significant emphasis on being proactive in the maintenance and establishment of e-based resources to support the aims of the Council. Ideally, two webmasters should be appointed to support each other during the term of the role. Key relationships include:

<i>Internal (SC&T Rovers)</i>	<i>External</i>
<ul style="list-style-type: none">• SC&T RRC Executive Members• SC&T RRC PR Officer• SC&T Venturer Liaison Officer• Crew Leaders	<ul style="list-style-type: none">• South Coast Scouting Editor• SC&T Commissioners (as applicable)

Essential Requirements:

- Be an active Rover within the Region and their respective Crew.
- Be an invested Rover Squire.

Desirable / Preferable Requirements:

- Have experience in the use information technology / computer based background.
- Be an invested Rover Knight.

We accept this Role Description and will strive to execute the responsibilities of the SC&T RRC Webmaster to be best of our abilities.

_____ Incumbent Webmaster

Date: / /

_____ Incumbent Webmaster

Date: / /

State Youth Council Delegate

Key Responsibilities:

- (1) To represent the Region Rover Council at NSW State Youth Council meetings.
- (2) To inform the State Youth Council of the Region Rover Council's opinions and views on any topics being discussed.
- (3) To provide the Region Rover Council with the minutes of the State Youth Council, and provide advice on matters discussed.

Key Relationships:

The SYC Delegate is responsible for providing a balanced flow of information between youth members across the Region and the State Youth Council. Key relationships include:

<i>Internal (SC&T Rovers)</i>	<i>External</i>
<ul style="list-style-type: none">• SC&T Rover Commissioner/s• SC&T Executive Members• SC&T Crew Leaders (as applicable)	<ul style="list-style-type: none">• SYC Executive Members• SYC Delegates from other Regions (as applicable)

Essential Requirements:

- Be an active Rover within the Region and their respective Crew.
- Be an invested Rover Squire.
- Be prepared to represent the views of the RRC at SYC meetings.

Desirable / Preferable Requirements:

- Attend Region and State events regularly to gather a wide range of feedback.
- A good knowledge of Scouting in NSW and Australia.
- Be an invested Rover Knight.

I accept this Role Description and will strive to execute the responsibilities of the SC&T RRC State Youth Council Delegate to the best of my abilities.

_____ Incumbent SYC Delegate

Date: / /

Region Commissioner – Rovers

Key Responsibilities:

- (1) To represent the Rovers of the region.
- (2) To represent the Council to the Region Commissioner, the Region Executive and at Commissioners' meetings.
- (3) To be a source of knowledge for the Rovers of the region for such issues as BP Award advice and such tasks as forwarding information.
- (4) To discuss any problems with Crews and/or Rovers and/or Commissioners and to offer advice on matters of Rover policy and practice.
- (5) Particular emphasis needs to be focused on the development of the RRC and should include:
 - To encourage and assist the Council in the development and implementation of both short-term and long-term strategic aims and objectives.
 - To encourage and assist the Council in the development and implementation of its policies, and other policies handed down to the Council
 - To advise the Council on matters affecting the Rover Section in the region.
 - To encourage the Council to promote self development and service to the community.
 - To advise Crews and the Council in the selection and appointment of Rover Advisers.

Key Relationships:

In conjunction with the Region Rover Council and the SC&T Region Commissioner, the ultimate aim of the RC – Rovers is to develop, recommend, and implement approved strategies, policies and practices that will support, promote and secure the future of Roving in South Coast & Tablelands.

<i>Internal (SC&T Rovers)</i>	<i>External</i>
<ul style="list-style-type: none"> • All members of the SC&T RRC • RRC Delegates • Crew Leaders • Rovers 	<ul style="list-style-type: none"> • SRC, in particular: <ul style="list-style-type: none"> • SC – Rovers • Other Regions' RC – Rovers • All SC&T Commissioners, in particular: <ul style="list-style-type: none"> • SC&T Region Commissioner • SC&T RC – Venturers

Essential Requirements:

- Have a strong history and affiliation with the Roving section.

Desirable / Preferable Requirements:

- Be willing to complete Rover advanced level training and strive to achieve the Rover Wood Badge.

I accept this Role Description and will strive to execute the responsibilities of the RC - Rovers to be best of my ability.

_____ Incumbent RC - Rovers

Date: /

Weekend Wide Game RRC Report May 2013

With only 2 more committee meetings before the event, we're finalizing any equipment and preparing for the trip to WWG South V. Current numbers are totaling at 158 attendees, made up of 62 Scouts, 48 Venturers(!), 12 Rovers, 24 Leaders, 1 Parent & 11 Admins.



We will be trialing the NFC Technology for use in future games at one base and have had minimal issues so far.

Since the last RRC, we now have the following positions on our committee – Chairman, Assistant Chairman, Game Master, Secretary & Treasurer.

Early registrations closed last Friday (10th May), with late registrations closing this Friday (17th May).

Thank you in advance to the Rovers assisting on the weekend – We look forward to making the weekend a fun and enjoyable Weekend Wide Game.