



Rover Scouts

AUSTRALIA

National Rover Council

Remote Meeting

Minutes of the meeting held Thursday 29 September 2022

1. Procedural Items

1.1 Meeting Open

Meeting opened 8.08pm AEST.

As Scouts of Australia, we acknowledge Australia's First Nations Peoples, the Aboriginal and Torres Strait Islander peoples, as the Traditional Custodians of this land. We pay our respects to Elders past, present, and emerging.

We are grateful to do our Scouting in this country; we commit to use its resources wisely and develop our understanding of Aboriginal and Torres Strait Islander cultures.

We also acknowledge any Aboriginal and Torres Strait Islander Scouts who are part of our movement today.

1.2 Attendance

Toby Blyth (National)	Matthew Prants (RIT)	Paul Lappin (Qld)
Liam Brown (National)	Jesse Carter (RIT)	Adam Simpson (SA)
Meghann Gallagher (National)	Sam De Rota (ACT)	Ben Brice (SA)
Patrick McCormick (National)	Shaylah McClymont (ACT)	Brad Thompson (Tas)
Steph Cowling (National)	Sonder Peters (ACT)	Isaac Beswick (Tas)
Samantha Wells (National)	Emily Ogden (ACT)	Catherine Marley (Vic)
Madeline Ancill (RIT)	Ryan Kemp (NSW)	Izaak Kitching (Vic)
	Dan Boyd (Qld)	Peter Wotherspoon (Vic)
	Jake Goodall (Qld)	Damon Love (RYR)

1.3 Apologies

Eleanor Hewitt (National)	Bryn Catlin (NSW)
Thomas Milham (National)	Declan Schotte (WA)
	Jordan Phillips (WA)

2. Past Minutes and Matters Arising

2.1 Minutes of the previous NRC Meeting

The minutes from the July remote meeting were presented as previously circulated.

MOTION

That the National Rover Council confirms the minutes as a true and accurate record of the NRC's July Remote meeting.

Moved: NRC Exec

Seconded: NSW

CARRIED

8. APR Regional Youth Representative

Items 8.1 and 8.2 were moved forward in the interests of timing and guest speakers.

8.1 APR Regional Youth Representative Report

D. Love presented a brief report regarding recent developments as the APR Youth Representative. A copy of this report is available in the appendix of these minutes.

8.2 Presentation from Asia Pacific Region and Regional Youth Representatives

Koon Tat Ng Addison (Hong Kong) and Supreeth Balaji (India), two of the recently elected APR Regional Youth Representatives, gave a presentation introducing themselves and outlined the role of the APR Youth Council.

The APR Youth Council has extended communication, and anyone with further interest or questions can contact the APR Council through the Australian Regional Representative, Damon (damon.love@nsw.scouts.com.au)

A copy of the presentation slides are available in the NRC OneDrive.

3. Standing Items

3.1 Child Safe Issues

NIL

3.2 WHS Issues

NIL

3.3 Conflicts of Interest

NIL

4. NRC Team Report

4.1 NRC Team Report.

The NRC Team spoke to the tabled report. Key components included that the past few months have been mostly business as usual, updating contact lists and OneDrive access, setting up the Environment & Sustainability Project Patrol, and the Rover Advisor expectations document.

MOTION

That the report be noted.

Moved through the Chairperson.

CARRIED

5. Apple Isle Moot: 22nd Australian Rover Moot Report

5.1 Apple Isle Moot: 22nd Australian Rover Moot Report.

B. Thompson gave an update regarding AIM. There are 93 days until AIM, with 557 paying attendees currently. BRCs and contingent leaders have been asked to check outstanding registrations so they can be appropriately actioned. The team are also asking for one last push for Service Team members. Onsite activities will be released over the next few weeks, and will include things such as quizzes and an arena with bands in the evenings.

6. World Scout Moot 2033 Bid

6.1 World Scout Moot 2029 Bid Team Report

No one present at the meeting to speak to this, will be followed up.

7. Branch reports

Branch reports were received by ACT, Qld, Tas, and WA, and are available in the OneDrive.

ACT

Star: Hosting Roventure with an AA focus

Star: Recently held a ski camp for cross country skiing and snow shoeing, thanks to the RDF

Wish: Elections are in October, hoping to have people run. This will be Sam and Shaylah's last NRC remote meeting.

NSW

Star: Have hosted a number of events that have run well, including Magical Mystery Moot and Branch Moot

Star: Alpine ski school has been well attended

Wish: There have been some issues with election processes and determining what roles are needed

Qld

Star: A full Executive has been elected to the BRC, as well as most 2023 event chair roles

Star: Queensland is starting a bid to host the 2027 Australian Moot

Wish: Finding it hard to appoint Regional Representatives, but are working to fill these roles

SA

Star: Events such as night observation and navigation events have been run with over 200 people involved across Venturers and Rovers, and have gotten some good feedback

Star: Working on a training program on how to run a program

Wish: To resolve governance issues, currently no chair nomination

Wish: No longer have a Rover office so are unsure about some long term outcomes

Tas

Star: Good engagement from Venturers, Units are doing lots of activities with them

Star: Has been a recent boom in numbers of people hiring the marquees, which has brought in some revenue

Wish: membership numbers are down and communication is not functioning optimally at the moment

Vic

Star: Now financial members of the NRC¹

Star: New initiatives being implemented, including Victorian Moot Buddies and a mental health first aid course

Wish: The Victorian Rover Centre has been flooded and broken into so requires some repairs

9. Voting Items

9.1 – NRC Strategic Plan

T. Blyth spoke briefly to the tabled paper on behalf of E. Hewitt. Key points include that the new strategic plan will be split into two documents, a Strategic Plan and an Operational Plan.

There were no questions or comments from any BRCs.

¹ A discussion was held as L. Brown initially noted that Victoria were still not financial members as moneys had not been received so could not proceed as voting members on the most recent tabled financial statements.

It was then determined that the money has been paid by Victoria, but not yet received by NRC at the time of the meeting, thus Victoria's voting rights were reinstated for the remainder of the meeting

MOTION

That the National Rover Council adopt the attached Strategic Plan for Rover Scouts Australia, noting that the operational plan will follow at the next remote meeting

Moved: ACT

Seconded: NSW

For: ACT, NSW, Qld, SA, Tas, Vic

Against: Nil

Abstain: Nil

MOTION CARRIED

9.2 – Conflict of Interest Procedure

M. Prants spoke to the paper, explaining that the feedback from the last remote meeting had been taken onboard, with the paper being shortened, removing the procedural processes and amended background information.

There were no questions or comments from any BRCS.

MOTION

That the National Rover Council adopt Attachment A as a procedure to addressing Conflicts of Interest that arise during the conduct of NRC business.

Moved: RIT

Seconded: ACT

For: ACT, NSW, Qld, SA, Tas, Vic

Against: Nil

Abstain: Nil

MOTION CARRIED

9.3 – Procurement Guidelines

M. Prants spoke to the paper and addressed the past issues with consultation that has since been remedied. He also added a note that he believes some of the thresholds in the paper are quite high and may need future re-evaluation as realistically any funds outside the budget should go through the NRC.

There were no questions or comments from any BRCS.

MOTION

That the National Rover Council adopt Attachment A as a guideline to undertaking Procurement.

Moved: RIT

Seconded: NSW

For: ACT, NSW, Qld, SA, Tas, Vic

Against: Nil

Abstain: Nil

MOTION CARRIED

10. Information and Late Papers

10.1 – NRC Bylaws Update

No paper was received, this matter has been tabled for the next Remote Meeting.

10.2 – Environment & Sustainability Project Patrol

S. Cowling announced the formation of a national Environment & Sustainability Project Patrol. The Patrol will be involved in increasing sustainable practices in Rovering, spreading awareness, and devising systems to offset environmental harm caused by Scouting activities. Members from all Branches are welcome to join.

For more information, contact Steph (steph.cowling@scouts.com.au)

To sign up, please follow this link: <https://forms.office.com/r/tjk5hNh2JZ>

10.3 – NRC Chairman Nominations

P. McCormick discussed the paper, and requested that everyone have a read of the procedure and advertise nominations being opened within their Branches.

10.4 – NRC Conference update

B. Catlin gave an update regarding the 2023 NRC Conference. The conference will be held from **20th January 2023** to **22nd January 2023**, at Bate Park, with arrivals opening on 19th January 2023.

Further information will continue to come out, if there are any questions regarding Conference, please contact Bryn (bryn.catlin@nsw.scouts.com.au)

11. General Business

11.1 – Finance update

L. Brown gave an update regarding NRC finances., and advised a formal report will be circulated after the meeting. Lots is happening in the finance sphere at the moment, with Moot Buddies contributions and Rover Challenge Grants being paid.

A conversation is being had with the national finance committee and Treasurer regarding the operation of the RDF as some papers that have been passed in the past are not in line with national guidelines and did not have consultation with the National Treasurer, thus there are some differences in expectations. Meetings are currently underway to sort this out, and once these issues have been resolved, the financial reports will be finalised.

12. Next Meeting

The next meeting will be held in November 2022. M. Gallagher will distribute a poll to determine the exact date of the next Remote Meeting. This poll can be accessed here: <https://doodle.com/meeting/participate/id/azK01N2b>

Meeting close

Meeting closed 9.21pm AEST.



SCOUTS AUSTRALIA
NATIONAL ROVER COUNCIL
NRC September Remote Meeting
29 September 2022

Rover Scouts
National Rover Council

Item Title		NRC Team Report	
X	Information		
	Discussion		
	Decision		
Document Author		NRC Team	
Strategic Alignment			

NRC Chairperson	Eleanor Hewitt
NRC Vice Chairperson	Toby Blyth
NRC Treasurer	Liam Brown
NRC Secretary	Meghann Gallagher
NRC Marketing and Public Relations Officer	Samantha Wells
NRC Diversity and Inclusion Officer	Dylan Hannan
NRC Training and Development Officer	Thomas Milham
NRC Environment and Sustainability Officer	Stephanie Cowling
NRC Adviser	Patrick McCormick

Sustainability

- Have initiated a National Environment and Sustainability project patrol
- I have outlined the goals/purpose of the patrol as:
 - Implementing more sustainable practice into everyday scouting
 - Spreading awareness of environmental initiatives such as the Sustainable Development Goals
 - Helping create a system to offset environmental harm/carbon emissions and increase the sustainability of events
 - Improving the overall approach towards the environment and sustainability within your states throughout all levels of scouting

- Try to recruit people:
 - Have sent an email to all Branch secretaries to pass on details and sign-up form link (currently have 3 people!!!)
 - Will be speaking at the NRC meeting about the patrol and for it to be passed on by delegates back to their states.

Representation

•

Governance

•

Finance

•

Program

•

Rover Training

•

Marketing

The marketing priorities at the moment are centred around advertising the upcoming opportunities for Rovers in Australia. Our current focuses include the Rover Plasma Challenge with Lifeblood/Red Cross Australia, the Rover Challenge funding, the Dick and Pip Adventure scholarship and advertising the recruitment of the NRC Chair and Team members for the 2023/24 term.

It is really important to get these opportunities publicised so that grassroots Rovers can take advantage of the funding which helps to bridge the gap and make Rovering more accessible to those who are restricted by financial hardship.

I am actively working on compiling the minutes from previous NRC meetings to ensure they are accurate and complete before making them available on our website. It is a priority of the NRC to ensure this is completed and maintain transparency.

ACTION REQUESTED

It is recommended that the National Rover Council notes this report.

ATTACHMENTS

Nil

8.1 – RYR Report

Hello everyone,

Just a few quick things from me before I hand over to our special guests. First of all, applications continue to be open for Contingent leader positions within the following 2024 events:

- 81st New Zealand Rover Moot
- 7th Roverway (Norway) 22 July – 1 August
- Pacific Jamboree (Canada) July
- Essex International Jamboree 27 July – 3 August
- Canadian Venture August

Similarly the positions of Deputy National Commissioner International and National Coordinator Scouts International Student Exchange Program are also open for applicants. There are also some service projects in the works for next year in the Solomon Islands, Fiji and potentially Indonesia.

Please reach out to me if you're interested in learning more about any of these positions and/or events and I'll be happy to send through more information!

Finally, I'd like to welcome two of our Regional Youth Representatives in the Asia-Pacific Region elected in the APR Youth Forum at the start of this year, Addison from the Scout Association of Hong Kong and Supreeth from the Bharat Scouts and Guides, who'll briefly talk about who the RYR are and what they do at a regional level.

Cheers!



SCOUTS AUSTRALIA
NATIONAL ROVER COUNCIL
NRC Remote Meeting
[Date]

Item Title	NRC Strategic Plan
Information	
X Decision	
Document Author	<i>Eleanor Hewitt – NRC Chair</i>
Strategic Alignment	<i>Governance</i>
Consultation	<i>Branch Rover Councils, Scouts Australia Leadership</i>
Implementation period	September 2022 – Strategic Plan is agreed upon October 2022 – Operational Plan is distributed November 2022 – Operational Plan is agreed upon. 2023 Conference – Strategic and Operational Plan is launched

KEY POINTS

- The previous Rover Scouts Australia Strategic Plan expired at the end of 2019. A decision was taken to not start creating the new Strategic Plan until after the findings of the External Review were tabled and implementation could begin.
- At the 2022 NRC Conference, a total of three sessions were held on gathering feedback and consultation about what delegates wanted included in the Rover Scouts Australia Strategic Plan.
- At the NRC Executive Meeting, held between 18 -20 March, the Exec went through all the consultation, identifying key themes, trends, and pertinent points. Additionally, the Exec examined other Strategic Plans across Scouts Australia to source inspiration and new ideas on how and what a Strategic Plan could look like.
- The NRC Exec determined that the Rover Scouts Australia Strategic Plan should be split into two parts:
 - The Strategic Plan – Defining the purpose, vision and broad strategic goals as well as identifying briefly the broad methods that will be used to implement the plan.
 - The Operational Plan – Taking the broad strategic plan and breaking it down into goals.
- Since the NRC agreed to moving forward with the creation of a new strategic plan in April of this year, the NRC Exec has worked hard to ensure broad consultation. Despite our best efforts, not all BRCs engaged in the consultation process. Which is especially disappointing given some of those

who did not engage are the most vocal when it comes to the role of the NRC.

- Due to delays in getting feedback and other matters needing to be prioritised, the timeline for the strategic plan will be extended, with the operational plan to be introduced for consultation before the next remote meeting, with the intention to vote on it at the final remote meeting for 2022.

BACKGROUND

- The Strategic Plan of Rover Scouts Australia is an integral responsibility of the NRC Exec. Previous plans have focused on traditional areas of Governance, Program, Representation, Communication etc.
- The NRC External Review concluded that:
“Developing and reporting against a strategic plan allows organisations such as the NRC to improve their accountability and transparency and demonstrate their value to their stakeholders. According to the Institute of Community Directors Australia: “The process of strategic planning assists an organisation to enhance its understanding of where it is going, how it is going to get there and how it will know if it has been successful in achieving its aims.””
- The NRC External Review also identified that previous Strategic Plans were inconsistently reported against. This finding is something that will be addressed in the Operational Plan.
- And finally, the NRC External Review concluded that *“The strategic plans of BRCs, while focused on their own priorities, should also seek to support the strategic direction of the NRC.”*. This conclusion has been embedded in the initial Strategic Plan and firmly lays out responsibility for implementation on Branch Rover Councils, and collectively as the National Rover Council, with the NRC Exec to guide the strategic direction.

ACTION REQUESTED

It is recommended that the National Rover Council:

- Adopt the attached Strategic Plan for Rover Scouts Australia, noting that the operational plan will follow at the next remote meeting.

IMPLEMENTATION PLAN –

Lead	NRC Executive
Assists	Branch Rover Councils
Cost	Nil.
Risks	1. BRCs do not share the plan with all Rover Scouts and allow for all Rover Scouts to provide feedback that can be shared with the NRC Exec in an unbiased manner.

	<p>This will be negated by regular reminders and material to assist in the consultation in being provided directly to BRCs.</p> <p>2. The plan does not accurately reflect the wishes of Rover Scouts Australia.</p> <p>This will be negated by ensuring that feedback and consultation is sort through BRCs, and identifying if not enough feedback is being received, identify ways that the NRC Exec can source the feedback.</p>
Milestones	<p>September 2022 – Strategic Plan is agreed upon</p> <p>October 2022 – Operational Plan is distributed</p> <p>November 2022 – Operational Plan is agreed upon.</p> <p>2023 Conference – Strategic and Operational Plan is launched</p>
Outcomes	<p>A clear strategic and operational direction for the NRC, and more broadly Rover Scouts Australia resulting in the section achieving its vision.</p>

AMENDMENTS

•



SCOUTS AUSTRALIA NATIONAL ROVER COUNCIL

NRC Remote Meeting

[Date]

Item Title		Conflict of Interest Procedure
	Information	
X	Decision	
Document Author		NRC External Review Implementation Team
Strategic Alignment		<i>Governance</i>
Consultation		Review of existing conflicts of Interest policies at various levels of Scouting; feedback and review provided by members of the NRC.
Implementation period		Immediate

KEY POINTS

- The NRC currently does not have a Conflict of Interest Procedure and this paper seeks to create one in line with addressing Recommendation 16 of the External Review.

BACKGROUND

- In 2018 the NRC commissioned an external review to assess how it could better serve the Rover Section. The [final report](#) was delivered in 2021 and NRC voted to accept the majority of recommendations made. The RIT was formed to implement these recommendations.
- In the conduct of NRC business there are occasions where members may have competing interests that affect their ability to act in an unbiased manner.
- It is vital to good governance that these conflicts of interest are correctly managed to ensure that the decision making process of the NRC is free from actual or perceived bias.
- Historically, conflicts of interest have been managed by the NRC in an ad hoc manner with no definition for what constitutes a conflict of interest, nor a specified procedure for managing them when they arose.

ACTION REQUESTED

It is recommended that the National Rover Council:

- Adopt Attachment A as a procedure to addressing Conflicts of Interest that arise during the conduct of NRC business.

AMENDMENTS

Nil

Attachment A

NRC Conflicts of Interest Procedure

1. Purpose and scope

1. The purpose of this procedure is to:
 1. Ensure that all members of the National Rover Council of Australia (NRC) with delegated decision-making powers are aware of their obligations to disclose any conflicts of interest that they may have, and to ensure they effectively manage those conflicts of interest.
 2. Support the principles of integrity, fairness, transparency, and accountability in the decision making process.
2. The scope of this procedure applies to all individuals involved with the National Rover Council, including, but not limited to, NRC Executive Officers, NRC Delegates and Observers, BRC Chairs, BRC Advisers, and NRC Project Officers.

2. Procedure

This procedure has been developed because conflicts of interest commonly arise, and do not need to present a problem to the NRC if they are openly and effectively managed. It is the responsibility of the NRC to ensure that ethical, legal, financial, or other conflicts of interest are to be avoided or where they do arise that members are to take action such that the circumstances do not conflict with their obligations to the NRC.

The NRC will manage conflicts of interest by requiring its members to:

- avoid conflicts of interest where possible
- identify and disclose any conflicts of interest
- carefully manage any conflicts of interest, and
- follow this procedure and respond to any breaches.

The agenda for each meeting should include an agenda item 'Declaration of Conflicts of Interest'.

Any conflicts disclosed at the meeting are to be recorded in the minutes of the meeting.

1. Responsibilities

The NRC is responsible for:

- establishing a system for identifying, disclosing and managing conflicts of interest for the NRC
- monitoring compliance with this procedure, and
- reviewing this procedure to ensure that the procedure is operating effectively.

2. Identification and disclosure of conflicts of interest

1. Once an actual, potential or perceived conflict of interest is identified, it must be declared to the NRC Chairperson, or their representative, and recorded. In the event that the NRC Chairperson declares a conflict of interest,

another member of the NRC Executive will record the conflict of interest.

2. Any record taken will contain information related to a conflict of interest, including the nature and extent of the conflict and any steps taken to address it.

3. It is the responsibility of members to disclose conflicts of interest. Knowingly concealing a conflict of interest is misconduct and may result in the member being reported to their Branch and/or removed from a NRC appointed position.

3. Management of conflicts of interest

1. Conflicts of interest of members

Once the conflict of interest has been appropriately disclosed, it must be decided whether or not the conflicted member:

- should participate in discussion on the matter
- should participate in voting on the matter, and/or
- may be asked to leave the meeting.

In exceptional circumstances, such as where a conflict is very significant or likely to prevent a member from regularly participating in discussions, it may be worth considering whether it is appropriate for the person conflicted to resign from the position.

2. What should be considered when deciding what action to take

In deciding what approach to take, the following will be considered:

- whether the conflict needs to be avoided or simply documented,
- whether the conflict will realistically impair the disclosing person's capacity to impartially participate in decision-making,
- alternative options to avoid the conflict, and
- the possibility of creating an appearance of improper conduct that might impair confidence in, or the reputation of the NRC.

The approval of any action requires the agreement of at least a majority (excluding the conflicted member) of voting members who are present at the meeting. The action and result of the voting will be recorded in the minutes of the meeting.

4. Compliance

1. If the NRC has a reason to believe that a person subject to the procedure has failed to comply with it, they will investigate the circumstances.

2. If a person suspects that a member has failed to disclose a conflict of interest, they must take appropriate action, such as:

- discuss with the person in question,
- notify the NRC Chairperson or their representative
- notify their BRC Chair or Head of Delegation (if a delegation member)
- referring them directly to their Branch if appropriate.

3. If it is found that this person has knowingly failed to disclose a conflict of interest, the NRC may take action against them. This may include removing them from a position (if appointed by the NRC) and/or reporting them to their Branch for misconduct.



SCOUTS AUSTRALIA
NATIONAL ROVER COUNCIL
NRC Remote Meeting
[Date]

Item Title	Procurement Guideline
Information	
X Decision	
Document Author	NRC External Review Implementation Team
Strategic Alignment	<i>Governance</i>
Consultation	Feedback and review provided by members of the NRC, including NRC Treasurer
Implementation period	Immediate

KEY POINTS

- The NRC currently does not have a guideline to how it undertakes procurement. This paper seeks to propose one in line with addressing Recommendation 16 of the External Review.

BACKGROUND

- In 2018 the NRC commissioned an external review to assess how it could better serve the Rover Scout section. The [final report](#) was delivered in 2021 and NRC voted to accept the majority of recommendations made. The RIT was formed to implement these recommendations.
- As the peak national body of Rover Scouts in Australia, the NRC controls a large amount of funds. It is vital to good governance that these funds be used in a manner that is cost effective and of demonstrable benefit to Rovers.
- Therefore, it is of benefit to the NRC to develop a guideline to formalise the process and clarify expectations.

ACTION REQUESTED

It is recommended that the National Rover Council:

- Adopt Attachment A as a guideline to undertaking Procurement.

AMENDMENTS

Nil

Attachment A **NRC Procurement**

1. Where the NRC seeks to procure goods and/or services worth more than \$3000, and it has not already been agreed in the NRC budget, a voting paper must be presented to the NRC in accordance with the National Rover Council By-Laws.
 1. The paper must:

1. Outline how this expenditure is of benefit to the Rover Scout section.
 2. Provide at least three quotes/tenders to ensure value for money. Where three quotes cannot be provided for a demonstrable reason, the NRC Chairperson or NRC Treasurer has the power to waive this requirement. Where the NRC is required to use an agreed provider through the Scouts Australia's National Support Team, this requirement is waived.
 3. Outline any financial implications of this procurement (for example: ongoing maintenance costs of an asset).
2. If the procurement is approved by the NRC, a Person Responsible must be appointed. They are responsible for the following:
1. Ensuring the procurement is completed in a timely manner, and in line with any time frames given.
 2. Ensuring that the procurement does not exceed the amount authorised by the NRC.
 3. Ensuring that what was approved by the NRC is what is delivered by the provider.
 4. Where the responsibilities defined under points 2.2.1, 2.2.2, and/or 2.2.3 are unable to be met, the NRC Treasurer is to be notified as soon as possible and the issue arising must be referred to the NRC for a formal decision. In cases where time does not permit the issue to be referred to the NRC, the NRC Treasurer is to refer the issue to the NRC Chairperson for a decision.
 5. Being the point of contact between the NRC and the provider.
 6. Keeping the NRC informed of the procurement process.
 7. Following any policies and procedures related to the procurement and finance set by Scouts Australia, including liaising with members of the National Support Team to fulfill the procurement process.
 8. The NRC Treasurer will be responsible for supporting the Person Responsible in following this process; the Treasurer will act as the Person Responsible if no other person is appointed to the role.



SCOUTS AUSTRALIA NATIONAL ROVER COUNCIL

NRC Remote Meeting

29 September 2022

Item Title		NRC Chair nominations and upcoming elections
X	Information	
	Decision	
Document Author		Patrick McCormick – NRC Adviser (NRC Returning Officer)
Strategic Alignment		Governance
Consultation		National Rover Council Executive
Implementation period		Information provided at Sep 2022 NRC Remote meeting; NRC Chair election online as part of NRC Remote meeting in Nov 2022; remainder of NRC Team elected at NRC Conference 2023.

KEY POINTS

- Following the changes to the Chair election process, nominations are now open for the NRC Chair, closing Sunday 14 November 2022.
- NRC Chair elections will be held at the NRC Remote meeting in November 2022; their term formally commences at the conclusion of NRC Conference 2023.
- As with the rest of the team (to be elected at Conference), elections will be via the Election Buddy platform implemented at the 2021 and 2022 NRC Conferences (with guidance attached).

BACKGROUND

- The NRC usually elects the NRC Team (Exec and standing Project Officers) at their AGM, the annual NRC Conference, via secret ballot. The election nomination and voting process is outlined in Part 1 (Standing Orders) of the NRC By-Laws, under [Article 4: Voting & Elections of the NRC Executive \(pp.7-9\)](#). The nomination process is covered under item 4.5, while the election voting process is outlined in 4.6; the NRC Adviser acts as the NRC's elections Returning Officer.
- As outlined in the [NRC Elections paper presented to the NRC Remote meeting in December 2021](#), the NRC has used the online Election Buddy platform to conduct their office bearer elections since Conference 2021.
- The platform allows secure, secret, preferential voting, supporting NRC elections for the past two years. Its continued use ensures that all voting members can participate in elections whether they join the meeting in person or remotely.
- Guidance for using Election Buddy was tabled at the March 2021 NRC Remote meeting ([11.4 Election Buddy guide for the NRC elections](#)). We recommend that NRC delegations review this and address questions to the NRC Returning Officer.

- The NRC Chair is elected for a two-year term, while the other office bearers are elected annually. NRC office bearers are usually elected at the NRC's AGM (Conference). Following [changes at the July 2022 NRC Remote meeting](#), the Chair will now be elected at the last Remote meeting of the year, allowing them to shadow the current Chair (other NRC Team elections will still happen at the Conference).
- NRC Team position descriptions are outlined in [the NRC By-Laws](#), though we have also created a PDF of the latest position description for the NRC Chair that is available on our website: <https://rovers.scouts.com.au/roving/nrc-elections-2023/>
- Nominations for NRC Chair are now open, and close on Sunday 13 November. Rovers nominating must be currently registered with a Branch of Scouts Australia, and are subject to endorsement from their BRC Chair. It is recommended that NRC Chair nominees have prior experience on the National Rover Council.
- To allow all candidates an equal opportunity, we ask them to provide a pre-recorded 'candidate statement' (voice recording) of no more than five minutes outlining their reasons for candidacy.
- Candidate statements must be submitted to the Returning Officer (NRC Adviser) by the close of nominations (please contact the Returning Officer if you have any concerns/questions). Only the Returning Officer will have a copy of the file; it will be played for the purpose of the election, and then deleted.
- Nominations close at 11:59PM AEDT on Sunday 13 November 2022, with the Chair elections at the NRC Remote meeting (date TBC). All nominations must be submitted here: <https://forms.office.com/r/qvA2mnUf9A>
- Please share this opportunity within your Branch - we will also be promoting this via social media
- For all other NRC Team roles, nominations will open in November, via the same process as the Chair nominations. Nominations will likely close at 9am on the first day of Conference, with elections held in Plenary later that day.

ACTION REQUESTED

It is recommended that the National Rover Council:

- Note [Election Buddy guide for the NRC elections](#) (Item 11.4, NRC Remote meeting in March 2021), familiarising themselves with the process and asking any clarifying questions well before the NRC Conference starts.
- Promote the NRC Chair nominations, actively supporting suitable candidates to complete the nomination process by 11:59PM AEDT on Sunday 13 November.

IMPLEMENTATION PLAN

Lead	Patrick McCormick, National Rover Council Adviser (NRC Returning Officer)
------	---

Assists	National Rover Council Executive
Cost	Nil
Risks	Voting members of the NRC not being clear on the elections voting process for NRC Conference 2023; insufficient nominees submitted for the NRC Chair elections at November NRC Remote meeting
Milestones	NRC Chair elected and onboarded, with further team members elected at 2023 NRC Conference
Outcomes	Elections successfully held

ATTACHMENTS

- [11.4 Election Buddy guide for the NRC elections](#) (NRC Remote meeting, March 2021)
- [N10.3 NRC Elections paper](#) (NRC Remote meeting, December 2021)



SCOUTS AUSTRALIA NATIONAL ROVER COUNCIL

NRC Remote Meeting
[29th September 2022]

Item Title	NRC Conference Location
X Information	
Decision	
Document Author	Bryn Catlin
Strategic Alignment	Conference Preparation
Consultation	NRC Executive, Victorian BRC Chair, South Australian BRC Exec, Various locations
Implementation period	Four Months

KEY POINTS

- The Location for the next NRC Conference will be Bay Park Scout Camp in with arrival available from the evening of 19 January 2023, and the conference proceedings occurring from 20– 22 January 2023.

BACKGROUND

- Firstly, I would like to thank the BRC Executive for South Australia, and the Victorian BRC Chair for their guidance on suitable locations within their branches.
- Thank you to all the BRCs that responded to my email last week. The result of that consultation is that the preferred date for conference will be 20 – 22 January 2023.
- Due to the limited availability of most of the venues I inquired, there were only 3 locations that were available for the January dates. Hence last week's email.
- The cost for the venue and average flights from each capital city were brought into consideration, and the NRC would be saving money in comparison to the others to host the conference at Bay Park. If you would like to see my working, see links below.
 - Venues: https://docs.google.com/document/d/1_gebXkJXF0Q5_kGDIRRaom8l5YKshe-BkLh0vnn3EM8/edit?usp=sharing
 - Flights Calculations: https://docs.google.com/spreadsheets/d/1TEFKt_4-l68jaQc-v5_rqgpZRD7rQdO31ybG3s6eE/edit?usp=sharing
- Other venues in this consideration were Heathcote in NSW and Woodhouse in SA but were not considered due to cost and quality of the venue.
- Victoria expect me to reach out in the coming weeks with requests on logistics and catering options.
- More info will come be coming in the upcoming months and meetings.
- Any Questions or if you would like to offer some assistance, feel free to reach out at: bryn.catlin@nsw.scouts.com.au

ACTION REQUESTED

It is recommended that the National Rover Council:

- Table this report as read.

AMENDMENTS

