



**THE SCOUT ASSOCIATION OF AUSTRALIA  
VICTORIAN BRANCH - ROVER SCOUT SECTION  
BOGONG CHALET MANAGEMENT GROUP  
AIMS, OBJECTIVES AND OPERATING GUIDELINES**

**AIMS AND OBJECTIVES**

1. The Bogong Chalet Management Group (hereinafter referred to as BCMG) is responsible to the Victorian Rover Council (hereinafter referred to as VRC) for the management, operation, maintenance, and development of the Bogong Rover Chalet. The BCMG is also responsible to the VRC for the organisation and running of the Chalet Winter Ski Parties.<sup>1</sup>
2. The BCMG will discharge its duties in accordance with the VRC guidelines, policies, and regulations.<sup>2</sup>
3. BCMG will carry out any directions given to it by the VRC and consider and report back to the VRC on any issue referred to it by the VRC.<sup>3</sup>

**OPERATING GUIDELINES**

**Elections, Appointments, and Definitions**

4. The BCMG shall be part elected and part appointed annually at the Annual General Meeting (hereinafter referred to as the AGM) held in October of each year.
5. The following definitions apply to this section (Operating Guidelines)
  - a. Alpine Rover - A member of the Scouting Movement invested into the Alpine Rover Crew by virtue of completing a Winter Party as a Rover Scout or an Adult member.<sup>4 5</sup>
  - b. Qualified Rover - An Alpine Rover that has completed at least two Winter Parties and is below the age of 26 years.
  - c. Qualified Ex-Rover - An Alpine Rover that has completed at least two Winter Parties and is of the age of 26 years or more.<sup>6</sup>
  - d. Alpine Venturer - A member of the Scouting Movement invested into the Alpine Venturer Unit by virtue of completing a Winter Party as a Venturer Scout.<sup>7</sup>
  - e. Age at time of election - to qualify for an age related position on the BCMG the nominee must be of the appropriate age at the time of their election.<sup>8 9</sup>
  - f. All nominees for the BCMG must be members of Scouts Australia, or be prepared to become a member if elected.<sup>10 11</sup>
    - (i) If membership of Scouts Australia should cease during the BCMG member's term of office they must renew their membership with Scouts Australia within a month of the cessation, or their tenure on the BCMG will cease.<sup>12</sup>

- (ii) Nothing in section 5f prevents a non-member of Scouts Australia from being nominated, providing they qualify for election in all other areas.<sup>13</sup>
  - g. Casual Vacancy – A casual vacancy within BCMG occurs when a position is not filled at the AGM, or when a member of the BCMG vacates their position during their term.<sup>14</sup>
6. The BCMG shall be part elected and part appointed as follows:
- a. Seven Alpine Rovers or Alpine Venturers of Rover age, elected by Alpine Rovers and Alpine Venturers of Rover age (18 – 26 years old) at the AGM.<sup>15 16</sup>
  - b. One Alpine Rover nominated by each Victorian Region Rover Council or Interstate Branch Rover Council prior to the AGM.<sup>17</sup>
  - c. Two Qualified Ex-Rovers between the age of 26 and 30 years elected by all Alpine Rovers (except those over the age of 30 years) at the AGM.<sup>18 19</sup>
  - d. Two Qualified Ex-Rovers over the age of 30 years elected by all Alpine Rovers (except those between the age of 26 and 30 years) at the AGM.<sup>20 21</sup>
  - e. Two Alpine Venturers below the age of 18 years elected by Alpine Venturers, and Alpine Venturers and Alpine Rovers of Rover Age. In the event of insufficient Alpine Venturers being nominated, the positions may be filled in a representative capacity by a member of the Scouting Movement.<sup>22 23</sup>
  - f. The Chair of the Alpine Rover Crew (who must be a Qualified Rover or Ex-Rover), elected by all Alpine Rovers and Alpine Venturers at the AGM.<sup>24 25</sup>
    - (i) The Secretary of the Alpine Rover Crew, who shall be elected by all Alpine Rovers and Alpine Venturers at the AGM, but does not have membership of the BCMG.<sup>26</sup>
  - g. The Warden, Deputy Warden and Assistant Warden who shall be appointed by the State Commissioner - Rover Support (SCRS) for a term determined by the SCRS.<sup>27</sup>
  - h. The Honorary Treasurer, Honorary Historian, and Honorary Bookings Officer as nominated by BCMG and appointed by the SCRS.<sup>28</sup>
  - i. The SCRS and the Chair of the VRC, or their delegate, who shall be ex-officio.<sup>29</sup>
7. **BCMG Chair.** The Chair of the BCMG is to be elected from the floor of those elected under Section 6a by all Alpine Rovers at the AGM.<sup>30 31</sup>
- a. To be eligible for the Chair of the BCMG, the member must be an Alpine Rover, and have served at least one term previously on the BCMG.
8. **Honorary Positions on BCMG**<sup>32 33 34</sup>
- a. **Honorary Treasurer and Accounts.** The financial accounts of the BCMG shall be maintained separately from the financial accounts of the VRC. The Honorary Treasurer may be appointed as required by the SCRS.
  - b. **Honorary Historian.** The historical records of the Bogong Rover Chalet and BCMG shall be maintained separately from the historical records of the VRC. The Honorary Historian may be appointed as required by the SCRS.
  - c. **Honorary Bookings Officer.** The Bogong Rover Chalet and BCMG bookings shall be administrated and maintained by the Honorary Bookings officer. The Honorary Bookings Officer may be appointed as required by the SCRS.
  - d. **Honorary appointments.**
    - (i) Persons appointed under Section 8 shall be appointed for a period of three years from the date of their appointment.
    - (ii) Persons appointed under Section 8 shall be appointed by the SCRS on the recommendation of the BCMG.
    - (iii) Membership of the Alpine Rover Crew is not a prerequisite to eligibility for an honorary role.

- (iv) Persons appointed under Section 8 who are not otherwise a member of Scouts Australia will become a lay member as an office bearer to the BCMG.

9. **Casual Vacancies**<sup>35</sup>

- a. Any casual vacancy that occurs on the BCMG shall be filled in the manner detailed in Section 9e.
- b. Except for the Warden and BCMG chair, any casual vacancy that occurs after the regular June BCMG meeting need not be filled.<sup>36</sup>
- c. All casual vacancies that occur prior to the regular June BCMG meeting must be filled as soon as possible.<sup>37</sup>
- d. Membership qualifications shall be as at the date of the last AGM. Current membership or previous membership of the BCMG is not a prerequisite to election or nomination under Section 9.
- e. Filling a casual vacancy (not at an AGM) for any position within BCMG can be done as follows:<sup>38</sup>
  - (i) 6a – By nomination of the members elected under Section 6a.
  - (ii) 6b – By nomination of the relevant Regional Rover Council Section. Section 9c does not apply to a casual vacancy occurring under this section.
  - (iii) 6c – By nomination of the members elected under section 6a and 6c.
  - (iv) 6d – By nomination of the members elected under 6a and 6d.
  - (v) 6e – By nomination of the Chair of the BCMG.
  - (vi) 6f – By nomination and election, if required, of all members of the BCMG.
  - (vii) 6g – By nomination of the BCMG and appointment of the SCRS.
  - (viii) 6h – By nomination of the BCMG and appointment of the SCRS.
  - (ix) 7 – By election of the members elected under Section 6a.

10. **Eligibility for Re-election.** To be eligible for re-election at the AGM to the BCMG, current members of the BCMG must:<sup>39</sup>

- a. Attend at least two thirds of the monthly meetings.
- b. Attend Chalet working bees to the best of their ability.
- c. Carry out any tasks or projects allotted to them without delay to the best of their ability.
- d. Eligibility in accordance with Section 10 is subject to the Wardens' discretion, based on the personal circumstances of the nominee.

11. **Conduct of the BCMG.** It is the responsibility of each and every BCMG member to:

- a. Ensure the running of the Chalet and the conduct of the people within the Chalet is in accordance with the guidelines, policies, and regulations of VRC.<sup>40</sup>
- b. Ensure the rules and regulations as determined by the BCMG from time to time for the proper running and conduct of the Chalet and Winter Parties are observed at all times.
- c. Ensure the terms of the lease with the appropriate Government department are observed and the good relations are maintained with the officers of those departments.<sup>41</sup>
- d. Make every effort to maintain a good public image and show hospitality to visitors and every effort to explain to them the history and traditions of the Chalet, remembering that the Chalet occupies a very unique position.

12. **Sub Committees.** Sub Committees may be appointed where required to carry out any project and report back to the BCMG. The convener of the sub-committee who shall be a member of the BCMG may co-opt any other expert assistance. Co-opted members of sub-committees may be invited to attend a meeting of the BCMG to explain any matter.

13. **Voting.** Voting at all meetings of the BCMG shall be by a show of hands (or other appropriate method) with the following conditions:<sup>42</sup>
- a. All Victorian Youth and Young Adult Members of the BCMG shall have equal voting rights.
  - b. All Adult Members of the BCMG shall not have voting rights.
  - c. Positions within the BCMG that shall not have voting rights, unless they are filled by a Youth or Young Adult Member, include Wardens (Warden, Deputy, or Assistant), and all Honorary positions (Treasurer, Historian, and Bookings Officer).
  - d. Non-members of the BCMG in attendance at BCMG meetings (invited guests, Co-opted members of sub-committees, or the Alpine Secretary) shall not have voting rights.
  - e. The Chair of the BCMG shall have an additional casting vote in the event of a tied vote.
14. **Amendments.** This document may be amended by a vote at the BCMG AGM of simple majority of Alpine Rovers. Any amendment is subject to ratification of the VRC.<sup>43</sup>

### Document Revisions.

- i) Original Document created 23/5/1987, VRC Meeting
- ii) Modified BCMG AGM 3/10/1990, ratified at VRC Meeting No.141 24/10/1990
- iii) Updated and certified correct BCMG Meeting 21/3/2001, ratified at VRC Meeting No.275 25/09/2002
- iv) Modified BCMG AGM 14/10/2020, ratified at VRC Meeting No.475 24/02/2021

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<sup>1</sup> Section 1 amended at the 2020 AGM to reflect current naming.

<sup>2</sup> Section 2 replaced at 2020 AGM to reflect changes to Victorian Rover Council policies.

<sup>3</sup> Section 3 amended at the 2020 AGM to clarify 'It' as being BCMG.

<sup>4</sup> Section 5a amended at the 2000 AGM when the Alpine Venturer Unit was created.

<sup>5</sup> Section 5a amended at the 2020 AGM with the removal of the exclusion of Rover Squires to reflect current practice.

<sup>6</sup> Section 5c amended at the 2020 AGM for consistency with 5b.

<sup>7</sup> Section 5d added at the 2020 AGM to define an Alpine Venturer.

<sup>8</sup> Section 5e added at the 1998 AGM.

<sup>9</sup> Section 5e amended at the 2020 AGM to specify that age is based at time of election only, not nomination.

<sup>10</sup> Section 5f added at the 2003 AGM.

<sup>11</sup> Section 5f amended at the 2020 AGM to include Scout Fellowship within Scouts Australia, and to replace members with nominee for accuracy.

<sup>12</sup> Section 5f (i) amended at the 2020 AGM for clarity.

<sup>13</sup> Section 5f (ii) amended at the 2020 AGM for clarity.

<sup>14</sup> Section 5g added at 2020 AGM, having not previously been defined.

<sup>15</sup> Section 6a amended at the 1995 AGM by increasing the number from 6 to 7.

<sup>16</sup> Section 6a amended at the 2020 AGM by replacing Qualified Rovers with Alpine Rovers or Alpine Venturers of Rover age, and to include 'at the AGM' for consistency.

<sup>17</sup> Section 6b amended at the 2020 AGM by downgrading Qualified Rovers to Alpine Rovers for region representatives, and to include Interstate representatives, to reflect current accepted practice.

<sup>18</sup> Section 6c amended at the 2000 AGM by allowing Alpine Rovers of Rover age to vote in this category.

<sup>19</sup> Section 6c amended at the 2020 AGM by removing 'prior to' option of election, in line with current practice.

<sup>20</sup> Section 6d amended at the 2000 AGM by allowing Alpine Rovers of Rover age to vote in this category.

<sup>21</sup> Section 6d amended at the 2020 AGM by removing 'prior to' option of election.

<sup>22</sup> Section 6e added at the 2000 AGM on the inclusion of Alpine Venturers on the BCMG.

<sup>23</sup> Section 6e replace at the 2020 AGM by allowing Alpine Rovers of Rover age to vote in this category and to reflect current accepted practice.

<sup>24</sup> Section 6f added at the BCMG meeting 21/2/2001 to reflect current practice.

<sup>25</sup> Section 6f amended at the 2020 AGM for consistency and to more inclusive language.

<sup>26</sup> Section 6f (i) separated from 6f, and amended at the 2020 AGM to specify who is allowed to vote for the Alpine Rover Crew Secretary. Voting rights moved to Section 13.

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- <sup>27</sup> Section 6g amended at the 2020 AGM to reflect current naming.
- <sup>28</sup> Section 6h added at the 2020 AGM to reflect current accepted practice.
- <sup>29</sup> Section 6i amended at the 2020 AGM to reflect current naming in line with the Rover Scouts Victoria Subcommittee Policy Book (20/06/2020).
- <sup>30</sup> Section 7 added at the 1998 AGM.
- <sup>31</sup> Section 7 replaced at the 2020 AGM to reflect current practice and more inclusive language.
- <sup>32</sup> Section 8 added at the 1999 AGM.
- <sup>33</sup> Section 8 replaced at the 2004 AGM.
- <sup>34</sup> Section 8 replaced at the 2020 AGM to reflect current naming and spelling. Voting moved to Section 13 and formatting corrections made.
- <sup>35</sup> Section 9 added at the 2003 AGM.
- <sup>36</sup> Section 9b amended at the 2020 AGM to more inclusive language.
- <sup>37</sup> Section 9c amended at the 2020 AGM to reflect current accepted practice.
- <sup>38</sup> Section 9e amended at the 2020 AGM to maintain consistency & clarity.
- <sup>39</sup> Section 10 amended at the 2020 AGM to reflect current accepted practice and more inclusive language.
- <sup>40</sup> Section 11a amended at the 2020 AGM to maintain document consistency and reflect current naming.
- <sup>41</sup> Section 11c amended at 21/2/01 BCMG meeting to reflect change in Departmental Names.
- <sup>42</sup> Section 13 replaced at 2020 AGM to align with 'Our Program' (Youth led, adult supported).
- <sup>43</sup> Section 14 added 21/2/2001 to reflect current practice.