



Scouts

**Greater London
Middlesex West**

Digital Tools

For the Business of Scouting

David Kitchen, District Commissioner, Willesden



BEAVERS

6 - 8 years

cubs

8 - 10½ years

SCOUTS

10½ - 14 years

EXPLORERS

14 - 18 years

network

18 - 25 years

What is your time worth?

£13.94 per hour

General Data Protection Regulations



Data Processor & Security

- Where is the data about your members, both youth and adult stored?
 - What servers
 - What countries
 - How secure is it
- Who can access your data?
 - Shared passwords
 - Low quality security
- Email sent across the internet is unsecure and unencrypted.

Office Suites



Microsoft Office for District

- 300 Users free for online
- 10 Users free for desktop application
- £27.60 per additional desktop user
- Issue every Section Assistant and above with email address.
- People are used to office.
- Word, Excel & Powerpoint online, similar to desktop version.
- More complex to administer than GSuite.

<https://nonprofit.microsoft.com/register>

Forms

- Online NAN Form
- Goes into a spreadsheet

Events

Volunteers



District Diary

Online Event Booking >



Nights Away Notification



Activity Notification



Welcome Meeting

Finance

Online Banking

- Bank must offer dual authority for BACS transfers.
- See online payments straight away.



Pre-Pay Debit Cards

- A normal debit card gives the holder access to spend all the funds in the account.
- Pre-pay debit card can be treated as “digital petty cash”



Transactions

[Print](#) | [Annotate](#)

Show

This year ▾

User

Nomad ESU Willesden ▾

Currency

All ▾

Card

All ▾

Client/code

All ▾

Category

All ▾

Credit/debit

Any ▾

Card status

Any ▾

☐ Show Auths?

Filter

CSV

Owner	Card no	Date	Description	Client/code	Category	Notes	Credit	Debit	VAT	Net	Fee	Local currency
Nomad ESU Willesden	5116*****8408	2019-10-07	GO OUTDOORS, , COLINDALE					£30.00		£30.00	£0.00	
Nomad ESU Willesden	5116*****8408	2019-10-07	HOMESENSE, , STAPLES CORNE					£19.99		£19.99	£0.00	
Nomad ESU Willesden	5116*****8408	2019-08-30	ONE STOP SCOUTING, , CHELMSFORD					£123.50		£123.50	£0.00	
Nomad ESU Willesden	5116*****8408	2019-07-31	Card Load				£150.00					
Nomad ESU Willesden	5116*****8408	2019-07-11	BCC VAN HIRE, , LONDON NW10					£258.00		£258.00	£0.00	

Online Payments

- There are fees!
- Include them in the payment
- How much time does it save you?
- Track and monitor through:
 - Website ecommerce
 - OSM
 - Booking System



GO CARDLESS

stripe

The Costs of OSM

- 1.96% Transaction Fee on top of GoCardless fee.
- International Summer Camp Example
- £650 x 25 participants
- £318.5 in fees to OSM

Accounts for Districts/Counties

- For turnover of over £50k
- Accessible to all exec, all the time.
- Produce multiple reports.



- Automatic Synchronies Bank Statements
- Manage Online Payments
- £350 per year = 25 hours per week

Barclays Community Account

20-92-60-60974021



Reconcile 3 items

Balance in Xero 10,648.60
Statement balance (18 Oct) 10,219.55



Your bank may require additional steps to update this feed. [Refresh feed](#)

Options ▾

18 Oct 2019 103474 Cheque More details	350.10	
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OK

Match	Create	Transfer	Discuss	Find & Match
19 Aug 2019 Payment: Destiny House International Ref: 103467				

Accounts for Groups

- Smaller requirements and needs
- Those with HQ have more transactions
- Small groups without HQ, Excel will cover most needs.



- Simple software
- Doesn't include bank account synchronisation
- £40 per year

Receipts and payments (single fund)

Below is a specimen spreadsheet for receipts and payments (single fund) for groups, districts and counties/areas, where income is less than 100,000.

[Scout Group Receipts and Payments Account \(LT700002\)](#) (Excel)



Events

Outside of OSM

SCHEDULE

[EXIT BOOKING SYSTEM](#)

 [Select date](#)

October, 2019

20	Sun	10am - 1pm	Kayaking Taster Session
26	Sat	2pm - 4:30pm	Scout Network Open Event
27	Sun	10am - 1pm	Canoeing Taster Session

November

2	Sat	6pm - 8pm	District Campfire 2019
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Times shown in timezone: London

Kayaking Taster Session

[View details](#)

 Sunday, 20 October '19 10am - 1pm
 Pheonix Canoe Club
 10 spaces available

DETAILS



This event should be booked directly by a parent/guardian

 Willesden District Scouts Parent Permission Form 2019
[Willesden District Scouts Parent Permission Form 2019.pdf](#) (595 KB)

TICKETS

Kayaking
£10.00

[Select](#)[View selections](#)




Welcome Meetings & Getting Started Training

SCHEDULE

[EXIT BOOKING SYSTEM](#)

 [Select date](#)

October, 2019

21	Mon	7:30pm - 7:50pm	Welcome Meeting (Neasden)	
		8pm - 8:20pm	Welcome Meeting (Neasden)	
		8:30pm - 8:50pm	Welcome Meeting (Neasden)	
		9pm - 9:20pm	Welcome Meeting (Neasden)	

November

4	Mon	7:30pm - 7:50pm	Welcome Meeting (Neasden)	
		8pm - 8:20pm	Welcome Meeting (Neasden)	
		8:30pm - 8:50pm	Welcome Meeting (Neasden)	
		9pm - 9:20pm	Welcome Meeting (Neasden)	

Welcome Meeting (Neasden)

[Join waiting list](#)

 Monday, 21 October '19 7:30pm - 7:50pm
 Willesden District Scouts
 **Fully booked**

TICKETS

Appointment Review

[Fully booked](#)

[View selections](#)

Options



- 1 Calendar = £129 per year
- 3 Calendars = £274 per year
- Private, no transaction fees
- Lots of options



- No annual costs
- Transaction fees
- Advertised to the public