



ACT Rugby Referees Association

Minutes Exec meeting 6/12/2023
Brumbies HQ
Meeting commenced at 6:35pm

All present. Nil apologies.

1. Resourcing of the 2024 subcommittees were discussed and agreed:

a. Education & Training

- Annie Dickeson and Mitch Egan have volunteered to form the subcommittee, with the possibility of Zoe Grotaers to be also involved. All members are accredited WR Educators, along with Nick Stoker.

b. Welfare

- VP (as Member Protection Officer), Brian Heaney (Welfare Officer) and Chris Cousin have expressed interest in forming the subcommittee. VP will confirm Chris' contribution moving forward into '24 as he has indicated that if others are prepared to assume the Welfare Officer role, he is happy to assume a lesser role.

-Action by VP

c. Social

-President has approached Brody Ingram with regards to assisting in planning a golf day. Nil response to date.

-Secretary to enquire with Ben Nelson, Ethan Gumbrell, Jo Brinkley to gauge their interest. President had previously floated the notion with Ben Nelson but he was not in a position to commit at that stage.

-Action by Secretary

d. Technical (Comms)

-Damien McLachlan and Ethan Gumbrell have volunteered to form the subcommittee providing a good balance of experience.

e. Fitness training situation

- President had spoken with Steve Koh ahead of releasing an EOI to members for performing the function. Steve Koh remained very open minded and respected the Executives approach.

-Steven Koh is still an option if he still wants this role and keeps his costs to ACTRRA within the "market value" of these types of services. Chris Cousin, Nathan Mass (VP) and Ivan Gavazov (Secretary) have had conversations with people within that sphere of business, with an estimate between \$30-50 p/h + 25% casual loading fee.

-Executive to ask Mat Vowles if the Brumbies are potentially able to suggest or supply ACTRRA with a trainer, if ACTRRA cannot agree with one. We are interested in 2 training sessions a week, commencing from late January and continuing until September. Ideally for Mondays and Wednesdays, however we are happy to do other days depending on the Brumbies' grounds availability.

- Action by Asst secretary (Damien McGrath), to contact Mat Vowles





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2. CCAG Standing Committee
 - The President had a positive meeting with Sarah Corrigan, who indicated she was very keen to return to supporting the Association and willing to contribute to the CAG. She is conscious however of the optics of being away from ACTRRA for some time and potentially needing an opportunity to integrate into the workings of the CAG. She is also busy as a mother to two young children.
 - The Executive then conducted some 'options analysis' for the composition of the CAG based on EOIs and conversations conducted over recent weeks since the AGM. It was agreed that 2024 presented an important opportunity to integrate some longer-term succession planning for the CCAG and CAG by introducing some new, but experienced, members to the positions.
 - Names considered likely to assume positions within the CAG include: Sarah Corrigan, Karl Hamlyn, Damien McLachlan, Jim Phillips, James Willemssen.
 - It was recognised Jack Cunningham and Karl Hamlyn would be central to assisting early with Sarah's transition into the standing committee where required.
 - Further analysis was conducted on contingency options should certain individuals withdraw their voluntary status or an emerging issue arose which impacted CAG efficiency.
 - As part of the options analysis, the Executive explored all options based on EOI.
 - **Action by President** to discuss preferred CCAG option with Karl Hamlyn (current interim CAG) and then Sarah Corrigan to finalise the composition.
 - When finalised, all subcommittee members and CCAG standing committee members will be contacted by the Executive before being promulgated Association wide. It was felt this could be achieved by the end of next week 15 Dec.
3. Ref Coach Feedback process

As we will have fresh Senior and Junior Coaching Coordinators, this communication should be much improved in 2024.
4. Communication and workflow within the Executive
 - **Action by Secretary** (Ivan Gavazov) to bcc all of the Exec in his communications
5. MOPP
 - Executive had detailed discussion on the proposed MOPP in the interests of all members. This was informed by prior consultation with RA and Brumbies.
 - VP to notify Mat Vowles that ACTRRA Exec is happy to comply with the current MOPP
 - ACTJRU will have a separate MOPP document (Juniors) which needs to be addressed for 2024.
 - **Action by** VP (Nathan Mass) as MOPP lead
6. RX reset-19/12/2023.
 - Executive will register first and conduct some RX communications flow and format checks prior to main registrations of members. Intent remains to maximise use of RX for Association comms. There will be times when Association email is more appropriate.





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-Action VP and Secretary

7. Petty Cash Budget for E&T (Ref Ready Courses)
 - E&T subcommittee requested a small budget to purchase lollies and other small items to support the rolling Ref Ready Courses (to avoid any out of pocket expenses by Annie Dickeson). This was accepted by the Executive up to the value of \$100 (????) (receipts to be provided to the Treasurer for reimbursement)
 - Question was raised if there is RA payment for certified WR Educators performing the role?
 - Action by Secretary into Annie Dickeson. Annie to enquire with Chris Burton (a person from QRU that is currently organising the National Standard) and report back to the Exec.
8. Kiama 7s-clash with GMG likely on 24/2, are we still sending referees and coaches?
 - Exec agreed to monitor this and were confident both can be managed, cognisant of the added importance of the 2024 GMGs due to the tackle height trial.
 - Action Sec to revisit early in the year and keep in contact with Kiama 7s lead POC (provided previously by Annie).
9. National MO Conference 2-4th Feb, Sydney
 - ACTRRA need to send 2 representatives ideally President & Developer lead (coach lead)
 - RA funded positions will be Nick and Damien McLachlan. ACTRRA to approach RA for two further positions at ACTRRA expense. VP Nathan Mass (an A panel referee) and potentially new CCAG. There 4 x ACTRRA representatives to be nominated.
 - Action by Secretary with Graham Cooper
10. Progress report on:
 - Generic email response-it is finished (Action by Secretary to set it up)
 - Welcome email to 2024 (asst sec)-Action by Asst Sec Damien McGrath and Secretary in 2024
 - Will Boyle Run (Asst sec)-on track
 - Email to ACTJRU (Rules of Competition) - President to review and finalise.
11. Other Business:
 - President indicated he had approached the interim CCAG (Karl) a second time to deliver the Brumbies Season 2023 Competition Review wash-up overview (key points of relevance to ACTRRA) ahead of this meeting for Exec consideration. No report was received for a second time (CCAG did not attend the last meeting despite invitation and agenda item). The President expressed his disappointment.
 - Grant Request letter to be sent to The RUC (supporting our plans for exchanges with other associations-development of referees for 2024)
 - A letter for application to The RUC needs to be drafted (Secretary to find out how much we've grown from a gender's perspective) as per 2023.
 - This letter needs to be completed to align with The RUC next board meeting in last January 2024.





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-ACTION by President to contact Mr Jeremy Wilcox and for Asst Sec and Sec to draft the submission for President review and release.

Meeting completed at 8.30pm

