



ACT Rugby Referees Association

Executive Meeting

18 Apr 2023

The RUC

Meeting opened 1948

Invitees

Apologies

Nil

Conflicts of Interest

Nil

Previous minutes meetings 14 Mar 23

1. Outstanding items

a. **Assistant Secretary ACTRRA cap:** Ass. Secretary has enquired and will pick up a sample in the coming days.

b. **Treasurer Allowances for Travel:** Treasurer investigated options, and Executive discussed heavily under Penrith Appointment and accommodation/ meals.

c. **Drop Box:** Treasurer is expecting a letter in the mail with an account card this week. Upon receipt of this account card, Secretary to pay the subscription notice ASAP.

Action: Treasurer to advise Secretary when account card arrives, and Secretary to pay the subscription.

Motion: Minutes of the previous meeting be accepted. Proposed President, Seconded VP. All in favour.

Action: ACTRRA Sec to develop Action item template in consultation with President.

Action: President to email CAG, and Webmaster to propose that the Webmaster look after key dates and calendar on the website.

Key Dates/ Calendar

2. **Upcoming Exec meetings**

a. 16th May Exec Meeting

3. **Events**

a. 02 May Development night GM

b. 08 Jul 23 NAIDOC round

WHS Matters, inc MO abuse

4. President noted recent abuse reports within the association, and carry on actions from those clubs to the association, including letters of apologies etc.

5. VP asked if the Referees are using the RefLive program to report these concerns, as this is an important tool for statistics and reporting trends, as well as identifying abuse.

6. ACTRRA VP has been in contact with ACTRRA Welfare regarding a 'Duty Statement' / work statement, and structure a workflow/ guide for welfare and reporting. A first cut will be drafted in the near future.





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7. Other Referee associations, specifically NSWRRRA, have a 'welfare' section of their website to guide referees to respective policy, guidance on reporting etc. VP also suggested having a small 'sub-committee' for welfare to assist with helping admin or additional details.
Action: Via Newsletter, President is to encourage members to utilise RefLive to report these concerns, and to advise that if members are struggling to access this on their phone, to use RefLive on a computer.
Action: VP to investigate standing up a small sub-committee with ACTRRA Welfare Officer.

Registration Update

8. 110 registrations as of the commencement of this meeting.

Financial Summary

9. Financial report was provided by the Treasurer.
10. Awaiting invoices St Edmunds College, for which Treasurer is following up.
Motion: That the financial report is accepted. Moved Treasurer, seconded President. All in favor.
Motion: Executive endorse the schedule of receipts and payments for the month to this date. Moved Treasurer, seconded President. All in favor.
Motion: ACTRRA pay \$4500 towards the Association's share of the cost for the NAIDOC jersey design and licensing. Moved Treasurer, seconded President. All in favor.

CCAG Report

11. Nothing to present, as CCAG is away.

Development Night 02 May 23

12. First development night 02 May 23 from 7:30-8:30pm to be led by CCAG. VP asked what best way we can promote the development night to Juniors, and
13. Proposal for ACTRRA to supply Pizza for the evening, as a small dinner option, which Asst. secretary is happy to organise.
Action: ACTRRA Secretary to book Brumbies meeting room for 02 May 23, for an after training meeting.
Action: ACTRRA Asst Sec to organise for pizza for the evening.

Match official Update – Individual Positional Meeting

14. Rugby Australia has invited key association members to attend a meeting to discuss

Level two Referee Coach Meeting

15. There is a disparity between the two Lv2 coach courses available, being one in Sydney and the proposal of Rohan Hoffman to come down to the 19-21 May. Is there some availability to use Rohan over the weekend to promote refereeing in the ACT?
16. There is a preference for the 19-21 May to be conducted in Canberra, to allow for a range of ACTRRA, SIRA etc. referees coaches to attend in Canberra. There is a proposal for referee coaches who have not yet done Lv1, or are a junior Lv1, could attend in order to gain maximum experience for the surrounding areas.





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Action: Secretary to confirm with A/CCAG (Jack Cunningham) regarding those two identified Lv1 referee coaches to attend the Sydney based Lv2 Course, and to acknowledge they have been nominated.

Action: President to email Rohan Hoffman to confirm dates for the Canberra based Lv2 Referee Coach course, and how we can facilitate such a course.

Penrith Appointments and Accommodation/ Meals

17. President discussed with Brumbies Craig Leseburg regarding payment. The parties agreed to maintain the MOPP travel payment, the match payment, inc. meal allowances. The executive noted that the amount proposed may not cover the whole amount of someone's trip, if they decide the stay the night.

18. Executive discussed the option to subsidise this amount, to give the referee a no 'out-of-pocket' expense for accommodation and dinner too the trip to Penrith, up to an amount of \$220.

Motion: The Executive endorse the reimbursement of Referees for their trip to Penrith Rugby Union Club for accommodation and meals, up to a value of \$220, and upon presenting a receipt of accommodation and meals. Moved: Secretary. Seconded: President. All in favor.

Action: President to discuss with Craig Leseburg the logistics of subsidising the Referee's accommodation and meal, with effect from this weekend's appointments in Penrith.

ACTRRA GM 02 May 23

19. Notice of a GM requires to be sent out 10 days before meeting. Proposed Agenda to include: President's report, Treasure's Report, CCAG Report, Recruitment and Retention, Welfare update, and any other business. Reports will be

Action: ACTRRA Secretary to send out notice of a GM on 02 May 23, coinciding with the Development Night with attached Agenda.

Action: ACTRRA Secretary to investigate previous minutes of a GM in 2022.

ANZAC Round 22 Apr 23

20. Brumbies competition manager has proposed to ACTRRA President the order of the day for ANZAC/ Military round.

21. Discussion was made regarding the jersey to be worn, being the 2023-2025 kit or the Military round jersey with previous sponsors. In order to respect the current sponsors on the new kit for this year, ACTRRA will wear the current 2023-2025 kit for the Military round jersey.

ACTRRA Kit

Prevention of wearing old ACTRRA kit

22. There was concern that members would unknowingly or accidentally wear the wrong kit.

23.





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Women's ACTRRA Kit

24. VP and Asst Sec investigated options for a women's cut of shorts, with suppliers not providing viable options. Discussion was to investigate options for a tailor to customise a pair of female rugby shorts with ACTRRA banded piping and logo etc.
25. Ass Sec will investigate with O'niells a female cut of jersey to wear.

Other Business

26. **ACTRRA Juniors Rd 1**

- a. ACTRRA Juniors, Seniors, and CCAG will be appointing Senior referees as 'TMO' to Junior games in round 1, in order to provide support to the junior referees

Action: ACTRRA President

27. **ACTRRA Email**

- a. ACTRRA Coaching is required to go to Jack. Annie currently has access to this, as previous minutes identified that she will get it.

Action: ACTRRA Secretary to create a new email for Annie, and to swap access from coaching to Jack.

28. **Recruitment and Retention**

- a. ACTRRA recruitment and retention report/ initiatives are expected to be delivered in the near future. The executive will be required to review the submission when this is provided. VP is in communication with Taryn

Action: VP and Secretary to discuss dates for executive consultation of the recruitment and retention initiative, upon receipt of the reports and initiatives.

29. **Exchange with VRRRA**

- a. VP highlighted the VRRRA have proposed to host an ACTRRA members for a weekend, to enact on their recruitment and retention, and to provide encouragement and reward for referees.
- b. VP proposed some members who may be viable options to send to VRRRA for this, and the executive discussed the options for sending a member done, including providing airfares, meals, accommodation if necessary (or billeted). Consideration should also be made to sending a coach alongside a referee.

30. **Academy Sessions**

- a. Considering moving the Academy sessions to a Tuesday from Wednesday, to better align with the calendar of the students.

Next Meeting

31. Penciled in for, 16th May 23.

Meeting closed 1030.

