



Minutes of ExCom Meeting held on 4th December 2018 at Reading RFC

Present: SB, PL, JR, Calum Harris, GK, DM, NC

1. Apologies

GP, DL, Nicola McCombe

2. Berkshire YMO Academy Programme

Post-launch, all candidates now back with their own clubs, directed towards the age-grade chairs. Aiming for c.50% retention. Looking to build contact post-Xmas, with plan for ERRA (L2)* on Mon/Tues of Feb half-term.

JR maintaining/developing list of potential mentors for candidates – JR to share with CH/NMcC
NMcC to send details of all club liaison contacts to JR & DM this week
(NB: idea that GDPR is preventing data being shared (from RFU staff to BSRFUR) appears to be a red herring – CH to address)

*ERRA(L2) course cost: £75pp. Candidate contribution to be sought, to (i) confirm commitment, and (ii) ensure it is seen as having 'value' (JR prepared to cover remaining cost for x12 places, juggling Ref Dev'mt CMOD 'budget' accordingly – see below)

Candidates to be provided with 'stash' via YRA scheme (which requires ERRA(L2) completion).
CH also to follow up on kit options with RFU

Several festivals identified to provide age-grade reffing opportunities (eg. Rams, Abbey, Windsor Schools 7s, U12s @ Maids, etc)

Also looking at options for end of season 'event'

CMOD costs – change to cost: now being charges £150 (running cost), rather than £15pp for attendees **as long as pre-registered** (All non-registered attendees still charged at £15pp)

- Need to flag this to membership, so they complete pre-registration for future CMODs (and are aware of known issues with logging in to GMS using iOS, etc)

Nascent Society 'YMO Squad' coalescing

3. STO meeting

- 4x 30 min e-learning modules to be soft-launched shortly
- CMODS being updated in 2019
- Level 3 MOs course (mirroring L3 coaching course) to be launched in New Year; aimed at Refs, ARs & MODs – criteria/process for candidates TBC (though not directed solely at 'high flyers'). There will be a (significant) cost for the course - same as the L3 coaching award – though funding options are available (eg. Get Berkshire Active)

4. Minutes of last meeting and actions arising

Confirmation that WTR can cope with multiple invoicing rates

SB to check with RF re: status of 'Reappointments mobile' handset replacement

ACTION

JR
NMcC

CH

JR

CH

JR

DM

SB, RF

5. Chairman's Report

RFU insurer meeting

Still awaiting confirmation of meeting date with RFU insurer's solicitor.
DL to 'buddy' up with referee in meeting and feedback to ExCom.

DL

6. Treasurer

Q1 invoicing run – now completed. Multiple issues sorted by GK/SB, with process now established to check any 'abnormal' (ie. non-£25) entries

GK,SB

Insurance – JR awaiting feedback/quotes for supplementary Directors & Officers insurance from broker

JR

Bank a/c's – GK to confirm to bank requirement for change of accounts (reflecting incorporated status) with continuation of existing facilities, if possible.

GK

Signatories to be updated to:

- Treasurer (GK)
- Secretary (NC) – primary cover for Treasurer
- Chair (GP)
- Roger Naish (for International Tickets)

GK to update 'funding tracker', following confirmation of YMO funding reallocation by JR

JR,GK

Confirmation that, despite more 'casual' dress code, 100 game blazer policy to be maintained.

Agreed that 're-joiners' (ie. individuals who have previously 'left' the Society, not members who have been inactive due to injury, etc) need to complete same 10-game protocol as 'new' members to be eligible for issue of kit.

Henceforth, 're-joiners' will only be issued with a 'full' FoC kit if they had returned their 'standard' kit issue to the Kit Manager (Andy Green) when they left. GK to advise AG of this

GK

7. Referee Development

Training plan for remainder of 2018/19 season

- January – 'Scrum-lite' (DM/CH to try and leverage Panel material*)
- February – Lineout CMOD
- March - Russ Bolton ('coaching backs') – JR to confirm
- April – Review of season/feedback received
- May – n/a (AGM)

DM,CH

JR

JR to speak to DL re: future option for a potential guest speaker

JR,DL

(*DM seeking clarification re: training record update & cost of using hybrid 'Scrum-lite' format)

DM

Video footage – questions raised by members re: use of footage in grading

- Not a singular point of reference – to be used in conjunction with MOD report(s)
- Recognition of need for 'feedback' & response mechanism for refs
 - o Option of post-game analysis by MOD, with 'report' for ref
- Also to be used as a tool for review/feedback to MODs (where they have produced a report on a videoed game)
- Need to check with ref they are happy for footage to be uploaded with wider membership visibility (i) after the game, and (ii) after receiving MOD report, as appropriate

JR to progress (wider) 'Video Analyst' role

JR

SB to review footage from an MOD perspective (wearing his Grading Committee 'hat')

SB

DM happy to review L9+ games

DM

JR to speak to DL re: MOD support/review

JR,DL

Informal MOD opportunities

JR to speak to DL about preparation of a guidance document for 'non-MOD' refs taking on ad hoc 'informal' coaching/observer role – potential candidate identified to prepare this (and apparently keen to 'do more')

JR, DL

Appointments process for L6/7/8 games

- Recognition of need to prioritise Federation/Development Squad members
- Consideration to be given to option of either mandating or giving preference to L8 refs that achieve a 'suggested' Yo-Yo score
- NB - Imperative that all members update WTR availability (as per SB deadlines)

8. Secretary

Website

Appreciation noted for Dave Elliott's time/effort reviewing options for improving the website. PL to forward DE the website review notes he'd pulled together previously.

PL

Option to 'archive' FB discussion on the website/Forum to enable subsequent search-ability?

Option to set up a 'blind' "Contact Us" template (so that personal email addresses are not visible on the website/open to harvesting by scammers)?

SB did note that a "berksrugbyrefs@gmail.com" email account exists, and we can set one up linked to the website (as per midweeks, treasurer, etc)

- NC to follow up with DE

NC

7. AOB

Nothing of note

NC to send out minutes, publish summary minutes on website and agree agenda for next meeting

NC

There being no other business, the meeting closed at 21:54

The next Committee meeting is scheduled for the **Full Committee** on Tuesday 8th January - NC to circulate Agenda in advance.

NC