



Minutes of ExCom Meeting held on 4th February 2020 at RRFC

Present: SB, PL, DL, NC, Dave Elliott (website manager), Reece Riley (RFU Area 2 MODO)

1. Apologies

GK, JR

2. Proposal for website updates

Further to a previously circulated development site link & slide presentation, DE presented several ideas to reinvigorate the Society website. Key elements included:

- Need more pictures of referees – NC/DE to remind refs to send pics to DE
- 'Meet the Ref' profiles – can add more depth, but again need pics, etc
- Online store for Society kit (aligns with planned supply from Gilbert, see agenda item #7)
- Training videos – lots of options here: recorded Society training events, links to RFU 'Whistlestop' videos, video montages prepared by RD
- Youth/Ladies – many teams have good Social Media presence – little use of FB by YMOs (more Instagram/Snapchat) – highlights need to maintain multiple platforms
 - o RR to check with NMCC re: YMO details/guardian contacts to enable 'official' communication via WTR (eg. CMODs, Training evenings, Law updates, etc), as no response from NMCC to JR since last meeting
 - o RR to check & confirm RFU position re: social media permissions (for Society use of images posted of/by YMOs)
- WTR – rolling 7 day feed of appointments (MOs & MODs) approved for inclusion on website – DE to action
- Society Social Media policy – NC to recirculate document

ACTION

NC,DE

RR

RR

DE
NC

3. RFU update/intro – Reece Riley (new Area 2 MODO)

RR – background: started involvement with rugby 10 yrs ago, through 'HITZ' programme and initially joined Hackney RFC, first playing, then coaching, then started refereeing through London RefSoc; until appointment as Area 2 MODO was a CRC for Middlesex

Key objectives/focus areas:

1. YMOs
 2. New referee engagement/recruitment
 3. CRefCs
-
1. YMOs – RR getting involved in Berkshire YMO Academy, working with DM/JR & NMCC
 2. Engagement/recruitment - want to make approaching/joining RefSoc as easy as possible
Observation/feedback on current Berks process (based on form on website): phasing & up-front requirements could be off-putting to potential members (eg. 5 self-evaluation forms 'will be assessed') - need to consider language/process to encourage engagement
NC to review current 'How to become a referee' doc on website
 3. CRefCs – RR to work with JR to confirm the goal/objective of this role
NC confirmed latest list of CRefCs, per JR, as follows:
 - Aldermaston RFC – Becky Evans (former Berks ref)
 - **Bracknell RFC – TBC** (was John Halley, but he has recently stood down)
 - Hungerford RFC – Dave Hamilton

RR

NC
RR, JR

- Maidenhead RFC – Billy MacLean (active Berks ref)
- **Newbury RFC - TBC**
- Rams RFC – David Paradise
- Reading RFC – Colin Stonehouse
- Reading Abbey RFC – Kirk Perkins (active Berks ref)
- **Shire Hall RFC – TBC**
- **Tadley RFC - TBC**
- Thatcham RFC – Steve Allen
- Windsor RFC – Alan Davies (London Society ref)

RR to check on planned timing/process for 2020/21 season funding provided by RFU (via RFRU)

RR

4. Minutes of last meeting and actions arising

O/S Action (May'19) – Rugby Tonight (GK)

GK seeking volunteer coordinator from membership – GK to follow up

GK

O/S Action (Nov'19) - Bank Account (GK,PL)

PL/GK to meet and agree ownership of actions, including:

- Mgmt of RN's access (international tickets)
- Adding NC to mandate

GK,PL

O/S Action (Dec'19) - JR to follow-up with Ben Clayton (pre-season trainer) on fitness/nutrition advice

JR

O/S Action (Dec'19) - CRefC session on YMO Development

AS offered to run a 60min CPD session for all CRefCs on YMO development, log-books, etc in early March'20 – JR to confirm CRefC contacts and coordinate dates with AS

Need RFU to respond re: training support for RD – AS & NMCC to follow-up with Clive Cashell

JR,AS
AS,NMCC

Recording/broadcast of Society Training meeting

Planned Skype 'broadcast' of session in Feb – JR to manage (drawback of Skype – only live stream available, not recording); at RR's suggestion, DE to check on cost/feasibility of using 'MS Teams'

JR
DE

O/S Action (Jan'20) - Summary Competition Regs Document

RD to circulate draft summary document for review, prior to wider distribution to members/publication on website

RD

5. Grading

As per discussion between NC/SB/DL, grading spreadsheet to be enhanced with key development points (summary, bullet-point fashion) for those refs wishing to progress, so that ExCom and all MODs have consistent view of Grading Committee's perspectives & expectations, as aligned with the Grading Capability Matrix

- DL to add key points to document, based on Grading meeting discussions (wkg with SB)
- All referees wishing to progress to be asked to complete PDP and submit to DL
- NC to send RR a copy of the Grading Capability Matrix, for reference

DL,SB

DL,SB
NC

6. Referee Development

Society Development Squad

(Dev'mt Squad statement, PDP template and self-evaluation form circulated in advance by SB for review/comment)

- NC to send SB feedback on the above docs
- Agreement for SB to take on role of Development Squad Manager
- SB to contact proposed candidates to offer them places
- Announcement of DS to follow, once membership confirmed

NC

SB

SB

Recruitment role

Clearly an important role, currently vacant after DM/BMac withdrawals, which needs to be filled ASAP.

- Everyone to consider potential candidates
- RR keen to work with JR (& TBC) on recruitment

ALL

RR, JR,

TBC

7. Chair

Agreement on provision of 'informal' Society kit for off-field wear, as informed by surveymonkey results, as follows:

- Society polo shirt – to be provided to every active member (FoC), as long as they have paid their subs
- ¼ zip fleece – to be made available to every active member, subject to a £10 contribution

Kit provider – based on pricing attained by Andy Green (to whom thanks, for work in sourcing multiple quotes and samples of clothing for review), the decision was taken to use Gilbert for all on-field and off-field kit.

- NC/GK to work with AG to set up supplier account and coordinate with DE re: inclusion of kit order page on Society website
- NC to communicate decision to AG and wider membership

NC, GK,

AG, DE

NC

8. AOB

Correspondence from Companies House

PL noted recent correspondence from Companies House and will check submission of A/c completed satisfactorily

PL

Fitness

Yo-Yo vs Bronco test – test & associated attainment levels to be discussed at next meeting

PL to confirm timing of pre-season training with Ben (June to Sept inclusive)

ExCom

PL

Ben Moore

Recent application to join received from BM, a L5 Liverpool & District (and North Group) referee, now relocated to Reading with work – plans to transfer from L&D/North Group at end of this season.

Exchange To3s

Glos RefSoc To3 to cover Berks U20 County match, with reciprocal Berks To3 to cover their game; SB/RF looking to develop links (have also agreed 1x exchange with Liverpool & District, following conversations re: BM, above) SB,RF

Super Sevens Series

SB confirmed tournaments will be held at Newbury and Aldershot, with Berks RefSoc having been approached to provide ARs to both (SB likely to be tournament manager at Aldershot)

AR2 at UoR game

DL advised of a recently observed issue of an AR2 engaging with spectators/coaches and allowing himself to be 'distracted' – need to ensure all ARs focus on their on-field responsibilities

NC to send out minutes, publish summary minutes on website and agree agenda for next meeting. There being no other business, the meeting closed at 22:18 NC

The next (ExCom) meeting is scheduled for Tuesday 3rd March - NC to circulate Agenda in advance, point members to previous minutes on website, etc. NC