

Oct 2018



Bay of Plenty Referees Referee Panel Appointments and Coaching Framework

Introduction

In October 2016, the Bay of Plenty Referees Referee Panel Appointments and Coaching Framework was introduced to the Bay of Plenty Rugby Referees, with the purpose to create a much stronger and more transparent framework for:

- The grading of referees into a variety of panels;
- The Promotion and relegation of referees;
- The appointment of referees to fixtures and
- The provision of coaching to our referees.

The 2016 Referee Management Group placed a caveat on its introduction in that our existing members would be afforded a two year window in order to meet the competencies and criteria created by the adoption of the new framework.

That two year window has now expired and from 2019 onwards, our members are now expected to meet those competencies and criteria in order to remain in their panels or risk being demoted if they cannot; and there are sufficient numbers of members in these panels that can meet the competencies and criteria to cover the required fixtures relevant to that panel.

This 2019 version is simply an evolved version of the original document that ensures that as the game evolves at the community level, our framework remains relevant to New Zealand Rugby, robust enough to continue to provide the transparency and clarity for our members, but also flexible enough to ensure we can provide the most appropriate member to any particular fixture without being too restrictive for our day to day operations.

This document is broken down into three sections:

- (1) Referee Panel Structure,
- (2) Appointments of Referees to Fixtures and
- (3) Referee Coaching

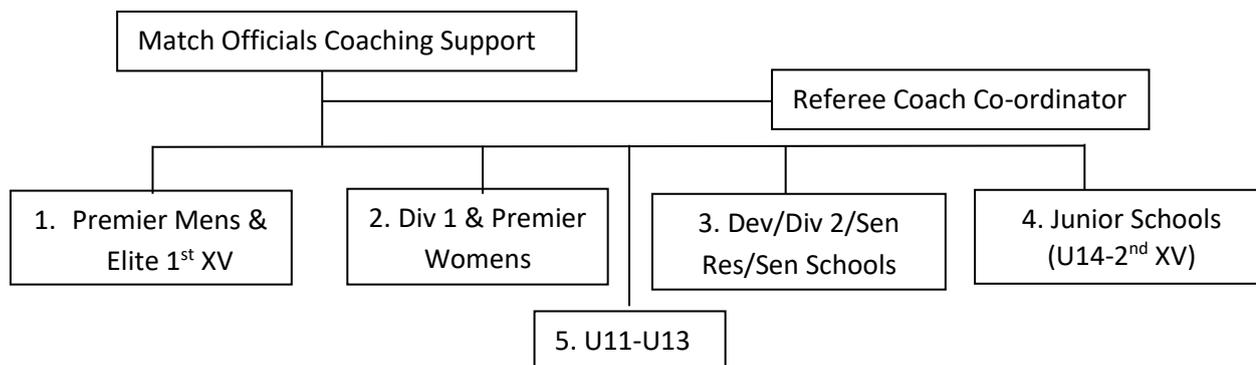
1 Referee Panel Structure

Structure

If the Bay of Plenty Rugby Referees is to reach their overall objectives of their strategic plan implemented in 2017, our existing framework needs to evolve to suit our needs. Our mission is to provide excellent refereeing services to all forms of the game across the Bay of Plenty.

This model has been designed to assist our members to achieve their objectives, particularly in relation to the development of our members, who have been grouped into seven panels, as well as achieving our strategic mission of providing excellent refereeing services to all forms of the game. The panel appropriate to each referee will reflect their current refereeing abilities. The composition of the panels and the number of members within each panel, will be based on the game requirements and will be reviewed on a regular basis to ensure that referees are getting the best opportunities to referee at the level appropriate to their abilities at any particular time but that we also have sufficient numbers of referees to cover the games within each panel.

The panels are set out in the following diagram.



	Panel Name	Grade of Games	Nos Of Games To Cover 2018	No. Of Refs Required 2018
1	Premier Mens & Elite 1 st XV	Premier Mens Elite 1 st XV	R1=6, R2=8 2 max	10-12
2	Division 1 & Premier Womens	Division 1 Premier Womens	R1=6, R2=4 2018=3	10-12
3	Division 2/Senior Reserve/Senior Schools	Development 1 st XV (Div 1-3) 1 st XV Girls Div 2/Sen Res	R1=6, R2=8 4, 3, 5 4 R1=8, R2=6	35 100 125
4	Junior Schools	2 nd XV, U15, U14 1 st XV Girls Dev	14 6	25
5	Under 11-Under 13	U11-U13	30 WBOP:20 CBOP:5 EBOP:5	40

Referees are allocated to the various panels prior to the commencement of the season, this allocation being based on the previous year's classification and performance. The panel lists are published at the commencement of each year.

Panel Managers

Each panel has a Panel Manager. It is their responsibility to:

- Liaise with their panel members to ascertain their goals and aspirations, ensuring that they align to their commitment level.
- If any of their members aspire to higher levels of refereeing, then the panel manager, in conjunction with the coaching co-ordinator arrange for that member to receive referee coaching.
- Liaise on a regular basis with the Coaching Co-Ordinator and the Coach Educator to ensure that the appropriate referee coaching resources are being appointed to the appropriate referees within their panel during the season.
- Ensure that referee coaches are coaching their panel members to the list of competencies as detailed in the appointments, coaching and grading structure, applicable to their panel.
- In conjunction with all appointments managers, be involved in the selection of referees to travel away on interchange.
- Be available to act as selector for your panel members and other panel members in relation to promotion/relegation.
- Participate in regular Panel Manager and Appointments Meetings.
- Be available to attend any meetings held for selection of referees to the various representative panels.

The top two panels are relatively straightforward. Most of the discussions will involve the composition of Division 2/Senior Reserve/Senior Schools & Junior Schools panels.

One of the key issues for our members is succession planning. The Bay of Plenty Rugby Referees performs above its weight in terms of referees performing at the national and international levels. This then provides additional opportunities for referees to fill the resultant positions in the senior panels created by the success of the national ranked referees. Furthermore, our membership has a number of highly promising referees in the 15-23 age groups. Inevitably, some of these referees will leave the province for work/tertiary education reasons. We need to appropriately fill those gaps as they arise.

There will be a maximum number of referees in each panel but more particularly for the Premier Men's Panel and the Division 1 & Premier Women's Panel. This number is governed by the number of appointments that these panels have to fulfil on a weekly basis. As the competition structures are fluid and change regularly, our panels need to also be fluid in order to best service the game as it is presented to us at any time.

It is envisaged that a referee development group be established as this structure evolves. Further information on this group will be provided in due course. It is intended that this group be drawn from a wide cross section of panels but will primarily focus on those referees whom the referee coaches consider to have the ability to referee at higher levels, in particular, Premier rugby.

Competencies and Promotion Criteria

Panel	Competencies For This Panel	Criteria for Consideration to be nominated to “NZR Wider Training Group”	Appointments
1. Premier Mens & Elite 1 st XV	<ul style="list-style-type: none"> • Has met the listed premier panel criteria around fitness, law and association activity. • Provides a level of refereeing that enables players to showcase skills. • Has a high degree of accuracy and consistency in decision making around the key priorities such as breakdown, re-starts, foul play & escalation. 	<ul style="list-style-type: none"> • Is a student of the game-seeks advice from the right people. • Is highly resilient-strong under pressure throughout • Very self-reliant - sources what is required to become a better person • Decisive Oral Communicator-Good but can improve • Thrives on the big Occasion-Is solid but could improve • Is aware of their own strengths • Has a current “Honours” law Exam Pass (90% or greater) • Has a current yoyo test score of 18.1 or greater. 	<p>Referee:</p> <ul style="list-style-type: none"> • Premier Mens • Elite 1st XV • “B” Rep • Pro 4 • U19 Rep • U18 Rep <p>AR:</p> <ul style="list-style-type: none"> • Mitre 10 Cup & below
Panel	Competencies For This Panel	Criteria for Promotion To Premier Mens & Elite 1 st XV Panel	Appointments
2. Div 1 & Premier Womens	<ul style="list-style-type: none"> • Good understanding of set piece management that delivers outcomes commensurate with the level of fixture • Basic understanding of game awareness / game management • Delivers consistency and accuracy in decision making • Accurate decision making around in-goal • High and consistent standards in managing foul play • Uses established relationships with captains to good effect • Shows even temperament in high stress fixtures • Good understanding of AR role and contributes positively to fixtures in this role • Demonstrates good off-field standards e.g., player/coach/peer interactions, after match behaviours, 	<ul style="list-style-type: none"> • “Excellence” Law Exam pass (80% or greater) • Yo Yo Tests pass of 18.1 (Male) • Yo Yo Test pass of 17.1 (Female) • On field performance as seen by selectors & coaches • Assist in local training sessions 	<p>Referee:</p> <ul style="list-style-type: none"> • Baywide Division 1 • Premier Womens • U16 Rep <p>AR:</p> <ul style="list-style-type: none"> • Premier • Elite 1st XV • “B” Rep • U19 & U18 Rep

Panel	Competencies For This Panel	Criteria for Promotion To Div 1/Premier Women's Panel	Appointments
3. Div 2/Sen Res/Sen Schools	<ul style="list-style-type: none"> • Game management skills • Fitness commensurate to C Panel rugby • Accurate positioning at set and 2nd phase with some game awareness based variation • Handles foul play and repetitive infringements correctly following a clear process • Good management of off sides in general play • Understands and applies 3 key scrum processes— alignment, binding and steady • Demonstrates sound understanding and application of advantage law • Accuracy in law application particularly tackle ball / ruck / maul • Consistency in decision making and accuracy around in-goal • Demonstrates ability to establish working relationships with captains and key players • Basic understanding of role as AR 	<ul style="list-style-type: none"> • “Achieved” Law Exam pass or greater (70%) • 1 YOYO test pass of 16.1 • On field performance as seen by selectors & coaches 	<p>Referee:</p> <ul style="list-style-type: none"> • Development • Baywide Division 2 • Senior Reserves • 1st XV Div 1-3 <p>AR:</p> <ul style="list-style-type: none"> • Premier • Chiefs Cup • NZ Super 8 • “B” Rep • U19 & U18 Rep • Baywide Division 1 • Baywide Development • BOP 1st XV • U16 Rep
Panel	Competencies For This Panel	Criteria for Promotion To Div 2/Sen Res/Sen Schools Panel	Appointments
4. Junior Schools	<ul style="list-style-type: none"> • Competencies • Fitness Commensurate to Junior rugby • Delivers a sound pre-game instruction • Understands definitions of the Laws and is consistent with their application • Utilises basic positioning at set and 2nd phase play • Accurate and obvious use of Primary and Secondary Signals • Competent handling of foul play • Basic understanding of advantage 	<ul style="list-style-type: none"> • Sit the online law exam • Complete a YOYO Test • Attend at least two physical testing sessions • On field performance as seen by selectors & coaches 	<p>Referee:</p> <ul style="list-style-type: none"> • BOP 1st XV Girls • BOP 2nd XV • BOP U15 (all divs) • BOP U14 (all divs) <p>AR:</p> <ul style="list-style-type: none"> • Baywide Division 2 <ul style="list-style-type: none"> • Senior Reserves • Baywide Womens • BOP 1st XV Div 1-2
Panel	Competencies For This Panel	Criteria for Promotion To Junior Schools Panel	Appointments

<p>5. U11-U13</p>	<ul style="list-style-type: none"> • Basic application of law • Fundamentals of positioning • Some use of Primary and Secondary Signals • Demonstrates good use of whistle • Competency to appointed matches • Understanding of basic fitness components for refereeing • Good presentation (tidy and correct appearance) 	<ul style="list-style-type: none"> • Field test • Law quiz • Attend at least one physical testing session • On field performance as seen by selectors & coaches 	<ul style="list-style-type: none"> • BOP Dev Girls • U11-U13 <p>AR:</p> <ul style="list-style-type: none"> • BOP 1st XV Girls • BOP 2nd XV • BOP U15 (all divs) • BOP U14 (all divs)
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Promotion / Relegation

Panel managers are responsible for nominating a referee for promotion and or relegation. This does not preclude members being relegated from a panel because they can no longer meet the criteria specific for that panel.

A selection panel will be formed on an as required basis to review promotion / relegation of referees comprising of selective Panel Managers, the referee's personal coach (where applicable) and the Coaching Co-ordinator.

Referees nominated for promotion/relegation are to be notified regarding them of this and provided with support as necessary to ensure the best possible outcome.

The Selection Panel will view the referee in a fixture commensurate to the panel that they are seeking promotion into and a majority vote will decide if the referee is promoted/relegated or not.

If the Selection Panel agrees for that referee to be promoted, that referee has four (4) weeks from the date they are promoted to meet all the criteria required (unless they have already achieved the criteria during the current season).

Until such time as the referee has achieved the criteria, the promotion is provisional. If after the four week period they fail to achieve the criteria, they will remain in his/her current panel until they can achieve the criteria.

2 Appointment of Referees to Fixtures

Current

The appointment of referees to fixtures falls under the control of our appointments managers as follows:

2.1 Senior Appointments Manager

The Senior Appointments Manager is responsible for appointing referees to the following level of games:

- Premier Mens
- Division 1
- Premier Womens
- Premier Development
- Division 2
- Sub Union Senior Reserve
- 1st XV (Top 4, Super 8 & Chiefs Cup)

Referees for these fixtures are drawn from panels 1, 2 and some of panel 3.

2.2 Secondary Schools Appointments Manager

The Secondary Schools Appointments Manager is responsible for appointing referees to the following games:

- 1st XV Boys (Division 1-3)
- 1st XV Girls Premier
- 1st XV Girls Development
- 2nd XV
- Under 15 (Premiership, Championship, Development)

- Under 14 (Premiership, Championship, Development)

Referees for these fixtures are drawn from panels 3 & 4.

2.3 Junior Appointments Manager

The Junior Appointments Manager is responsible for appointing referees to the following games:

- Under 13
- Under 12
- Under 11
- Ellis Shield
- AIMS Games
- Tai Mitchell

Referees for these fixtures are drawn from panel 5.

One of the aims of this framework was to make the task of appointing referees to fixtures easier for all involved, so that:

- Appointments Managers have clear guidelines as to who can referee what game and more importantly, who should NOT be appointed;
- All of our members have clarity on which panel they are in and therefore what level of games they can be expected to referee; and
- If our members wish to move up a panel, they understand what they have to be competent in within their current panel and what criteria they MUST achieve in order to be considered for promotion.

3 Tournaments Appointments Manager

The Tournaments Appointments Manager is responsible for appointing referees to the following:

- All Sevens and Tens Tournaments

4 Representative Appointments Manager

The Representative Appointments Manager is responsible for appointing referees to the following games:

- Mitre 10 Cup AR/TMO/Sideline Management Team
- All representative matches played in Bay of Plenty region

It is proposed that a team of three be responsible for these appointments from next year.

While it is considered that this system has been successful, changes to the appointment process are recommended below.

Proposed Change To The Appointments Process

A change to the appointment process is proposed. The appointment of referees to fixtures is an arduous task, complicated by a number of factors not always under the control of the referee's group.

Proposed Appointments Committee – Premier Mens and Premier Womens/Division 1 Panels

An appointments committee be established comprising the managers of Premier Mens and Premier Womens/Division 1 Panels, Senior Appointments Manager, Game Management Manager, Match Officials Coaching Support Manager and the Coaching Co-Ordinator.

This committee will meet on a monthly basis to plan the upcoming four to eight weeks appointments.

This is especially relevant for the top 2 panels but could also apply for Panel 3. The purpose of this meeting is to ensure that:

- the needs of our individual members are being met; and
- referee coaching can be planned in and around the appointments process.

The committee will also allocate referee coaching resources based on the appointments made at each appointments committee meeting. It will also ensure that the resultant referee coach's reports are received.

A key issue over the past three years has been the appointment and retention of appointment managers. The committee should have the effect of taking much of the stress away from the individual managers with their main task ensuring that any changes during the week are managed.

To assist the committee, a spreadsheet has been developed. An example spreadsheet, attached as Appendix A, shows:

- The relevant referee's appointments for the year, and
- The allocation of coaching resources, and whether a report has been submitted.

The spreadsheet should enable better planning for all facets of the refereeing year and in particular, enable us to facilitate each referee's development plan in a more timely and efficient manner. It should also provide clarity to coaches about what their appointments are from week to week.

FINALS Appointments and Representative Selections

Finals and representative matches are a player's pinnacle events in their playing careers and **MUST** be referee'd by the best available referee. Finals and Representative games are **NOT** the place to be rewarding our members for such things as length of service or similar.

Therefore appointments to finals and representative matches for each of the grades will be **CONSISTENT** with the overall refereeing policy and are to be approved by the Appointments Committee.

Extra criteria for being considered for selection for finals and representative matches for Senior and Secondary School Rugby are as follows:

Senior Rugby:

All referees wishing to be considered for any senior final must have a yoyo fitness test and a law exam pass prior to selection, commensurate to the grade that they wish to be considered for.

Secondary School Rugby:

All referees wishing to be considered for any secondary school final must have attempted a yoyo fitness test and a law exam prior to selection.

On occasions when an appointment is to be made from outside these criteria the appointment has to be sanctioned by the Appointments Committee.

The referee managers from the seven Northern Region Provinces (Northland, North Harbour, Auckland, Counties Manukau, Waikato, Bay of Plenty and Taranaki) have agreed to the following set of criteria for referee appointments to the NR representative programme.

Northern Region Rep Programme Referee Criteria			
Competition	Fitness Requirement	Law Requirement	Experience
B, U19	18.1 >	80% >	Premier panel
U18	17.1	70%	Div 1 panel
U18 Girls, U16	16.1	70%	Suitable ref
Roller Mills	YOYO Attendance	O/L Law attempt	Suitable ref

3 Referee Coaching Framework

The purpose of Referee Coaching is to provide coaching:

- So that referees receive the best possible assistance, guidance, support and feedback to achieve the highest level of performance that they wish to achieve
- That is consistent with the approach being directed by NZ Rugby.

If we are to upskill our referees and enable them to meet their objectives, the coaches will need to be able to provide the appropriate assistance and support.

Panel Managers will be responsible for recommending coaching for their members. Referees will also liaise with their Panel manager for their overall coaching requirements including promotion. Referees that have personal coaches will retain these who will work alongside their relevant panel manager.

Each Panel Manager will have a critical role in managing their groups, particularly in relation to the referees:

- Getting the appropriate coaching,
- Being appointed to the appropriate games; and
- Being put forward for promotion on merit.

Competencies / Criteria

As with the referees having to attain certain criteria to move from panel to panel, so to the coaches will have to meet certain requirements to be considered for the various panels. These requirements are set out below:

Coaches for Representative and Premier Referees:

- Attain Higher Coaching Qualifications (e.g., NZ Rugby qualifications)

- Demonstrate an understanding of the NZR & Bay Referees coaching priorities
- Be knowledgeable and active in the Game Review Process
- ALL COACHES pass Law Exam annually (70% pass mark acceptable)
- Understand the use of relevant online systems being used
- Attend at Least TWO Workshop Seminars through the Rugby Season or when Scheduled
- Attend Weekly Referee Meetings Regularly
- Attend at Least 3 Bay wide meetings through-out the Season

Coaches for Panel B through First Year Panel

- Attain Higher Coaching Qualifications (e.g., NZ Rugby qualification: Coaching Match Officials (Core))
- Demonstrate an understanding of the NZR & BOP Referees coaching priorities
- Be knowledgeable and active in the Game Review Process
- ALL COACHES pass Law Exam annually (70% pass mark acceptable)
- Understand the use of relevant online systems being used
- Attend at Least One Workshop Seminar through the rugby season or when scheduled
- Attend Weekly Referee Meetings Regularly
- Attend at Least 2 Bay wide meetings through-out the Season

The Coaching Co-ordinator and the Rugby Referee Manager will liaise to organise the coaching sessions to up skill Referee Coaches to the desired levels required for each Panel.

Reports

The format for reports for Panels A and B are reasonably well established but could do with some tweaking. This will be done prior to next year.

For Panels C through to U11-13 (first year) a draft reporting format is being developed. It is proposed that coaches viewing referees in these panels review them against the respective Panel Competencies as shown in Pages 4 and 5. For example, first year referees will be measured against:

- Basic application of law
- Fundamentals of positioning
- Some use of Primary and Secondary Signals
- Demonstrates good use of whistle
- Competency to appointed matches
- Understanding of basic fitness components for refereeing
- Good presentation (tidy and correct appearance)

This will provide a more consistent approach and enable referees in those groups to be measured against their peers in a more objective manner.

We are working on making the report system more streamlined with reports being accessible to all coaches.

Appendix A

Example of appointments / coaching spreadsheet (Draft)

Appointments for 2019 - Panel A and Panel B		6-Apr-19	13-Apr-19	20-Apr-19	27-Apr-19	4-May-19	11-May-19	18-May-19	25-May-19	1-Jun-19	8-Jun-19	15-Jun-19
Premier												
Sam Fellows Coach Report	Mt v Te Puna PH	Te Puke v Greer	Te Teko v Rangioru	Whaka v Greerton								
Jamie Bell Coach Report	Te Puke v TGA	Whaka v Rotoiti	First XV	Rangataua v Te Puke								
Ryan Waite Coach Report	Greer v Rangataua GM											
Miah Williams Coach Report	Te Teko v Rangioru CR											
John Dustow Coach Report				Opo v Ara PR								
Panel B												
Peter Morgan Coach Report		Ara v Paroa CR										
Cam Russell Coach Report			Opo v Kahu CR									
Ifi Semenuela Coach Report												
Reserve Referees												
	D Johnstone	Ifi										
	R Uerata	Neco										