



AUSTRALIAN CAPITAL TERRITORY

RUGBY REFEREES

ASSOCIATION INC.

2022

MATCH OFFICIAL PAYMENT POLICY

ACTJRU



Introduction:

The following is the agreed programme between the ACT Rugby Referees Association (**ACTRRA**) and the ACT Junior Rugby Union (**ACTJRU**). The programme will be called the Match Official Payment Policy (**MOPP**).

This agreement will commence on the 1st of April 2022 and continue unless by agreement by both parties. This agreement supersedes all earlier ACTJRU/ACTRRA MOPP versions.

Changes to the MOPP

The parties will meet annually, at the end of each season, and before 31 October, such that an agreed position might be presented to, and endorsed by, each party's membership at their Annual General Meeting. The endorsed position will include any required adjustments to the existing MOPP, and, where necessary, issue any agreed amended version of the MOPP including the amendment date.

Except during the first two years of this MOPP, namely for seasons 2022 and 2023, where the parties cannot reach agreement on proposed changes it is agreed an independent mediator will be engaged to facilitate an agreement between the parties.

MOPP Schedule:

Match payments under this MOPP will apply to the following games:

- i. Pre-season/Trial games not included in club sponsored carnivals;
- ii. All ACTJRU competition games;
- iii. Any representative game where the ACTJRU requests that ACTRRA appoint Referees/Assistant Referees; and
- iv. Other ACTJRU games where a referee is officially appointed through the Referee Appointments database, (Rugby Xplorer).

Match Payments under this MOPP will NOT apply to the following games:

- i. Games whilst on an ACTRRA sanctioned exchange programme;
- ii. Club sponsored trials carnivals
- iii. 7's tournaments (e.g. Uni-Norths 7's);
- iv. No 4 and No 5 officials' appointments;
- v. Gala days.

Where MOPP payments do not apply as above, Match Official remuneration might be considered by organising clubs based on those rates published at Schedule 1.

Eligibility to participate in the MOPP

To be eligible to receive a payment under the MOPP, a referee MUST:

- a. Officiate at least 55% of the game to which they were appointed, [see Notes 1 & 2]; and
- b. Be a fully financial member of the ACTRRA; and
- c. Be properly registered with Rugby Australia (RA); and



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- d. Where applicable in accordance with relevant Territory or State Law, have a current ACT Working With Vulnerable People (WWVP) accreditation or NSW Working with Children Check (WWCC); and
- e. Hold, at a minimum, a current Rugby Australia (RA) Smart Rugby (or equivalent) qualification; and
- f. Wear the official uniform of the ACTRRA as per the Operations Manual of the year in which the payment is to be paid; and
- g. Complete and sign the ACTJRU Match Day Record

It is the responsibility of ACTRRA to ensure that Referees who are appointed to ACTJRU matches and are eligible for payment meet the criteria outline above in items b, c, d, e and f.

It is the responsibility of the ACTJRU, through ACTJRU club appointed Ground Managers, to ensure that any post-match records are signed off by the Referees appointed. This record may be a physical hard copy or electronic score card type document and include information relevant to the match including the score, the number of yellow, red, and blue cards and will be the only means through which this information is collected. The completion of this post match record is not a mandatory requirement for the Referee to be paid his/her fee for service.

Period/Frequency of Payment

Match Payments – These payments will be made on the day of the match officiated in accordance with the “pay on the day” procedure implemented during the 2019 season. Notwithstanding the “pay on the day” procedure implemented during the 2019 season, the parties agree that a failure by a referee to collect a match payment on the day the match was held does not prevent them from claiming that payment and the ACTJRU must implement a system and process for referees to claim any match payment not collected on the day of the match refereed.

Scheduled increases to Payment

The MOPP “Schedule of Payments” for seasons 2022-2023 is included at Schedule 1.

Notes:

1. To complete 55% of a game the referee must blow “Time on” in the second half. Where due to illness or injury the appointed referee cannot complete at least 55% of the appointed game and another referee conducts or completes the game, the name of the subsequent referee is to be provided to Brumbies Administration as soon as practical so that correct “appointment” and payment processes are completed.
2. Where a Referee is replaced at half time, the appointed Referee will receive the payment and the appointed Referee and the substitute referee will make arrangements themselves about the payment.



Referee Expectations

The ACTRRA acknowledges that it is to provide the ACTJRU with referees of at least a certain quality and standard. With this as an objective, the following matrix is an understanding of the minimum performance expectations of the ACTRRA for its referees:

Expectation	Senior A Panel	Senior B Panel	Senior C Panel and Junior A Panel	All other Panels
Complete and Pass the Level 2 Referee Law Exam	In accordance with Rugby Australia (RA) requirements			
Complete and Pass the Level 2 AR Law Exam	In accordance with RA requirements			
Complete and Pass the Level 1 Referee Law Exam				In accordance with RA requirements
Complete and Pass the Level 1 AR Law Exam				In accordance with RA requirements
Fitness requirements	Capable of achieving fitness requirements utilised by RA for Talent ID/Development Squad Referees	Aiming to achieve fitness requirements utilised by RA for Talent ID/Development Squad Referees		n/a
Conduct Self-Review from game DVD (per year)	3	2	n/a	n/a
Conduct Review with Referee Coach (per year) – where appointed	3	2	1	n/a
Conduct EOY Review	Annually	Annually	n/a	n/a
Attend # of Development Nights	3	3	2	1
Attend Pre-Season Seminar	Yes	Yes	Yes	n/a



Travel Allowance

Travel Allowance, [TA], for all ACTJRU fixtures will apply to Under 15's fixtures and above. Fixtures for under 14's and below do not attract TA.

TA will be calculated as being from the nearest GPO at the point of origin to the playing field of appointment.

The TA rate paid will be in accordance with that published by the Department of Veteran's Affairs, (DVA), from time to time recognising the DVA rate is calculated in an untaxed environment and is independently reviewed each financial year.

The guidelines in place at the commencement of each season will be in accordance with the DVA rate as published on 01 July of the preceding season. The amount payable from 01 July 2021 is 37.2 cents per kilometre and will apply for the 2022 season. The applicable rate may vary from year to year based on the annual DVA determination and the agreement of both ACTRU and ACTRRA.

See: <https://www.dva.gov.au/newsroom/latest-news-veterans/annual-increase-travel-allowances>

TA will NOT be paid under the following circumstances;

- i. the referee is a family member of a player who is scheduled to play in any scheduled match at the same venue, or, within 35km of the same venue on the date of the appointed match; or
- ii. the referee is involved in playing or team management for a team who are scheduled to play in any scheduled match at the same venue on the date of the appointed match.

Where a referee is appointed to a game 'away' from their home location and where a similar age grade match is being held in their home location, TA will only be payable where the 'away' appointment is for the specific purposes of ACTRRA coaching and where the ACTJRU Secretary has approved the appointment in consultation with the ACTRRA Junior Appointments Officer or their delegate.

For the avoidance of doubt, TA will be paid irrespective of whether an alternative transport arrangement is in place, with the exception of where evidence shows the referee took alternative transport offered to them (e.g.: a mini-bus arranged by a club).

To support the process for payment of TA, the following information is to be provided to the ACTJRU from Brumbies Rugby, [ACT & Southern New South Wales Rugby Union]:

- i. the Referee's name;
- ii. the Referee's "home" location (as contained in Rugby Xplorer or other registration system used by Rugby Australia from time to time); and
- iii. the matches which the Referee has been appointed to including time, grade and venue.

Where there is an apparent error or anomaly in the information provided, the ACTJRU Member administering the review of payments is to seek advice from ACTRRA within a reasonable timeframe from receipt of the information. The overarching principle to apply is that TA will be paid unless there is clear evidence that it should not be paid.



Payment Schedule for Travel Allowance

TA payments to referees will be made once per calendar year. The payment will be made within one month after the final series has concluded. TA payable to individuals will be processed by the Brumbies 'Rugby Administrative Services Officer' who has access to each referee's bank account details.

Method of Payment for Travel Allowance

TA payments will be made via EFT only. Referees are required, as part of the registration process, to provide their up-to-date banking details.

GST & Taxation:

There are no taxation issues for the ACTJRU, ACTRRA or individual referees with the MOPP.

For the referee receiving the match payments, this activity is considered to be a "hobby" (i.e. not a business activity) for taxation purposes. Any such payments the individual receives would generally be exempt from being considered as income, and therefore be exempt from income tax or GST considerations as ACTRRA or the referee is not providing a "taxable supply" for the purposes of the GST legislation.

General

ACTRRA and ACTJRU recognise the increasing need for training, development and retention of Junior Match Officials and both parties will endeavour to work together to ensure the greatest possible success for all Referees officiating in Junior Rugby in Canberra and the surrounding region.



Referee Coach Payments:

Referee Coach payments do not form part of this MOPP and will be recompensed by ACTRRA upon submission of a formal coaching report.

To receive each payment the Referee Coach must:

- a. Be appointed to the particular match;
- b. The RRIMS reports must be of a standard acceptable to the Referee Coach Coordinator;
- c. The Referee Coach must be a financial registered Member of the ACTRRA; and
- d. The Referee Coach must hold an ARU Referee Coach qualification.

Period/Frequency of Payment to Referee Coaches

Payments to Referee Coaches will be made twice per calendar year. The first payment will be made mid-season, and the second payment will be paid after the final series has concluded.

The following are expectations of the ACTRRA Referee Coaches:

Expectation	Level 2	Level 1
Attend # of Referee Development Nights	3	2
Attend Pre-Season Seminar	Yes	Yes
Senior RRIMS Reports	9	
Junior RRIMS Reports		7

Note: RC payment schedule may be adjusted during any season pending ACTRRA budget requirements.



Schedule 1

Schedule of Payments – Season 2022

Payment Grade	Grade	Trials [non carnival]	Regular Season & Semi Finals		Grand Finals	
		Referee Payment	Referee Payment	AR1 & 2 Payment	Referee Payment	AR1 & 2 Payment
1 #	Boys - U18 Div 1 & Div 2	\$40.00	\$50.00	\$15.00	\$50.00	\$25.00
2 #	Boys - U18 Div 3, U16, U15 Girls – U18, U16, U15 including 10-a-side competition	\$25.00	\$35.00	n/a	\$35.00	\$15.00
3	Boys & Girls - U13 – U14	\$20.00	\$25.00	n/a	\$25.00	\$10.00
4	Boys & Girls – U7 – U12*	\$20.00	\$20.00	n/a	\$25.00	\$10.00

- * To assist and facilitate the development of Junior referees, where an adult (18 years of age and over) referees a game for U7 – U9 age group, they will not be entitled to receive a match payment for these games.
- * Payment Grades 1 and 2 only to be eligible for travel allowance
- * Trials match payments to be paid by hosting club



ACT RUGBY REFEREES ASSOCIATION

Signed as an agreement onfith..... April 2022

ACT Rugby Referees Association:

Signature of Witness

Name:

Signature of Authorised Person

Name:

Position:

ACT Junior Rugby Union:

Signature of Witness

Name:

A handwritten signature in black ink, appearing to read 'Martin Sullivan', written over a horizontal line.

Signature of Authorised Person

Name: Martin Sullivan

Position: President, ACTJRU