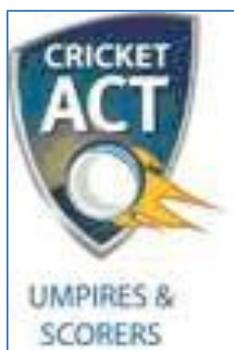


# Standing Minutes of the Umpires and Scorer's Council

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This version of the Standing Minutes was acceptance by the membership present at the Annual Meeting of the Council held on \_\_\_\_\_. This version supersedes all previous versions of the Standing Minutes.

Date: July, 2017

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# 1. Introduction

## 1.1 Introduction

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1.1.1 The ACT Cricket Umpires and Scorers Council is an intrinsic and functioning element of the ACT Cricket Association as defined by virtue of clause 8.6 k (iv) of the ACT CA Constitution whereby it has the authority to "...develop, maintain and enforce rules and/or bylaws covering matters including the follow:...". The Umpires and Scorers Council is listed here.

1.1.2 The purpose of the standing Minutes is to provide written rules for the conduct of the business of the Umpire and Scorers Council in accordance with the By-Laws of Cricket ACT, specifically By-Law 11.2. As such the Constitution and By-Laws take precedence over these Standing Minutes.

1.1.3 The current version of the Standing Minutes is to be available on the Council website for use by all members.

## 1.2 Reference Documents

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1.2.1 The following documents are key to the use and understanding of these Standing Minutes<sup>1</sup>

- a) ACTCA Constitution
- b) ACTCA By-Laws
- c)
- d)

## 1.3 On-Field Operation Decisions

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1.3.1 From time to time issues that occur on the field need to be handled in a proper and consistent manner. When these decisions are made they are to be recorded in a separate Annex to these Standing Minutes. Currently these are recorded in Appendix E.

## 1.4 Background on the Umpires

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1.4.1 An umpires association of some form dates back to just after the close of World War II. In October 1946 a V. Griffiths tried to form an Umpires Association Griffiths becoming the first President. However, a degree of apathy on the part of the limited membership meant it soon folded.

1.4.2 In 1950 Griffiths again became president of a new version of an Umpires Association. This time it was affiliated to the NSW Cricket Umpires Association and had a delegate at the ACT Cricket Association. Curiously, Griffiths was the only qualified Umpire in Canberra, holding a NSWCUA ticket. This version was not a formal organisation.

1.4.3 A couple of years later Charles Morrison suggested something more formal be established and he was charged with undertaking the action, being granted £10.00 for the task. In August 1952 this was achieved with 4 members being qualified by examination in Sydney. In August the following year the ACT CA levied £10 from each club and supplied £25 themselves to pay umpires. The fees were set at £1 for a full day and 15s for an afternoon. This may not sound much but those who remember imperial currency would be aware of the buying value this had at the time.

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<sup>1</sup> If CA gives me links to documents outlining qualifications and so forth I intend to place them here.

1.4.4 With qualified umpires in Canberra they began training others and the ranks filled, with quite a number being players who continued to play and were thus not available to stand regularly. The examination process mirrored NSW for obvious reasons. In these days there was no thought of not qualifying people who wished to know the laws but still play.

1.4.5 In the early days the Umpires in Canberra faced major issues gaining appointment to higher level matches, something that NSWCUA guarded strongly. This attitude of keeping non-NSWCUA away from big games was an issue that plagued ACT Umpires for many decades. But a formal organisation of umpires was firmly established.

1.4.6 The ranks really never grew to any sizable numbers. By the early 1980's only 1<sup>st</sup> Grade had umpires and often only one per match. Also, the training regime changed where the Association was loath to train people who would not stand regularly, but wished to continue to play. The umpiring hierarchy would not allow people who would not make themselves available to stand in the men's grade matches to become full members until they made that transition.

1.4.7 The ACTCUA remained a separate body to the ACTCA until the mid to late 1990's when the local government passed the Associations Incorporation Act 1991 markedly increasing the administrative overhead of the Association to the point that the decision to become a council of the ACTCA was a better option. Thus after much negotiation an Memorandum of Understanding was signed and the ACT Cricket Umpire Council within the Association was born.

1.4.8 Around the year 2000 there was a nationwide movement for the Scorers and Umpires, until then separate groups, to create amalgamated organisations. In the ACT this also occurred in 2008 and thus the Cricket Umpires and Scorers Council came into existence.

## **1.5 Background on the Scorers<sup>2</sup>**

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1.5.1 Need to put in something regards scorers!!!!

- a)
- b)

## **2. Rights and Responsibilities of Members**

2.0.1 Membership of the ACT Umpires and Scorers Council ensures certain rights to members as well and obligates members to act within certain parameters and guidelines.

### **2.1 Rights of Members**

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2.1.1 All members of the Council have the rights to:

- a) attend General or Annual Meetings of the Council,
- b) speak at General or Annual Meetings,
- c) move or second motions at General or Annual Meetings,
- d) vote at General or Annual Meetings,
- e) seek election at General or Annual Meetings as office bearers of the Council,
- f) address meetings of the Executive of the Council with the nature of the participation, which does not include voting rights to be decided by the Chairperson,
- g) to receive initial and follow-up training as required to maintain the qualifications as endorsed by Cricket Australia,

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<sup>2</sup> There needs to be some sort of short history how, why and when the scorers became a formal body.

- h) to be appointed to matches in accordance with the appointment rules as documented in these Standing Minutes in a fair and even-handed manner,
- i) submit themselves, where qualified, for consideration for appointment as umpires or scorers to matches conducted under the auspices of the ACTCA/CA and any affiliated or associated body, and other such matches that they are requested for; and
- j) put their names forward for consideration for appointment to other Council duties as may be sought by the ACTCA.

## 2.1.2

### **2.2 Responsibilities of Members**

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2.2.1 All members of the Council are obliged to undertake the role of either Scorer or Umpire with all due diligence and professionalism. Specifically, in the case of umpires it is to perform their duties with the utmost fairness and even-handedness. They are obliged to accept that all appointments are based primarily on performance based assessment of their skills.

2.2.2 Members are obliged to be conversant with the contents of this document, holding an understanding as to the scope and nature of the content.

2.2.3 They are obliged to know the scope of content of the ACTCA Constitution and By-Laws.

2.2.4 When performing their role of either scorer or umpires members are obliged to conduct themselves in accordance with the Constitution and By-Laws of the ACTCA; the Standing Minutes of the ACTCAU&SC and the pertinent sections of the current version of the Laws of Cricket.

2.2.5 Members are obliged to ensure they are current in their respective qualifications and current with their membership fees as per section 7.4 in this document.

2.2.6 Those members who hold any official position within the council are to be fully cognisant with the duties of the position and are obliged to fulfil those duties correctly and fully.

## **3. Review Process**

### **3.1 Regular Review**

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3.1.1 The evolution of cricket, its administration and laws will necessitate review of these operating guidelines and rules. Changes may be driven by evolving needs, changes to the Laws and Competition rules or a plethora of outside influences. As any of these are identified they are to be noted and provided as input to the annual review process outlined below.

3.1.2 In accordance with the above mentioned By-Laws this document is to be reviewed annually and the new version submitted and voted on at the Annual Meeting (AM) of the Council.

### **3.2 Review and Amendment Process**

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3.2.1 The following process is to be carried out to review and if necessary amend the Standing Minutes.

- a) at the January meeting the Executive will ask for volunteers to form a three person committee to review and if necessary amend the standing minutes,

- b) the Executive will appoint one of these people as Chairman of the review committee who will report back to the membership at the General Meetings between then and the Annual Meeting,
- c) the Executive will appoint the said volunteers to perform the task,
- d) the committee will seek and obtain input from any member of the council on this matter,
- e) a draft new version of the Standing Minutes is to be delivered to the Secretary in the first week of June for submission at the AM of the Council,
- f) the Secretary will distribute the new version (if one was produced) to the membership along with the notice and agenda of the AM. If no new version is required then this is to be included in the meeting advice,
- g) the new version is either to be accepted or rejected by the membership at the AM. If the new edition is rejected then a new review date is to be decided upon and a request to temporarily alter the By-Laws be written to the Association.

3.2.2 If the review decides that no changes are required then a motion to keep the Standing Minutes as published is to be put to the AM.

## **4. Structure of the Umpires and Scorers Council**

4.0.1 The Umpires and Scorers Council consists of life members of the Umpires and Scorers Council or the former Cricket Umpires Association<sup>3</sup> or the current financial members of the Council who maintain their qualifications as per Cricket ACT By-Law 11.0.

4.0.2 Within this wider membership there is a council executive and a number of committees and positions held by current members of the council. All these positions are described below.

### **4.1 Terms of Office**

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4.1.1 All positions listed in this section are for 1 year only except for the chairman, deputy chairman, treasurer and secretary. These last four are for two years terms. The chairman and treasurer are voted for on even numbered years and the deputy chairman and secretary are voted for on odd numbered years.

4.1.2 In order to ensure a reasonable and regular rotation of Council members through the Council's executive positions, it is the preference of the Council that no member should occupy the same position for more than three consecutive terms in the case of the multi-year positions or 5 years in the case of annually elected positions.

### **4.2 The Council Executive<sup>4</sup>**

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4.2.1 The Executive of the Council consists of 6 positions as defined by By-Law 11.0 of the ACTCA By-Laws; these being the Chairperson, Deputy Chairperson, Secretary, Treasurer, Scorers Representative and the High Performance Manager. In the duties there is mention of passing correspondence to the secretary for the records. This includes the production and provision of phone conversations between a position holder and any external organisation.

4.2.2 The duties of the members of the Executive, in addition to those duties prescribed by the ACTCA Constitution, are documented in various Annexes to this set of Standing Minutes.

4.2.3 The holding of some positions automatically denies members from holding other positions with the Council.

<sup>3</sup> Need to check if a prior scorers equivalent existed and if needed to be added here.

<sup>4</sup> This is the largest single section due to the duty statement for each position. We could place each positions duty statement in a separate annex started at Annex F.

### High Performance Manager

4.2.4 The High Performance Manager may not concurrently hold any of the following positions; appointments manager, appointments member or umpires observer.

## **4.3 Operations Panels and/or Committees**

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4.3.1 The council has several panels or committees within its structure that are present to perform specific tasks. Some of these panels or committees are permanent, while others are formed for short periods of time to achieve specific outcomes. The specific nature of each is described below. In the duties there is mention of passing correspondence to the secretary for the records. This includes the production and provision of phone conversations between a position holder and any external organisation.

### Umpires Recruitment and Training Panel

4.3.2 Only members of the Council who are qualified Umpires may be on this Panel. The members of the Recruitment and Training Panel are:

- a) Manager, and
- b) two members.

### Scorers Recruitment and Training Panel<sup>5</sup>

4.3.3 Only members of the Council who are qualified Scorers may be on this Panel. The members of the Recruitment and Training Panel are:

- a) Manager, and
- b) two members.

### Appointment Panel

4.3.4 The appointments panel meets each Wednesday or other day as agreed but no later than Thursday during the course of the season starting prior to the first match requiring umpires and concluding the week of the finals.

4.3.5 Only members of the Council who are qualified Umpires may be on this Committee. The membership of the Appointments Panel is:

- a) appointments manager,
- b) umpires observer (ex officio),
- c) one member, and
- d) high performance manager (ex officio).

4.3.6 Members holding the positions of umpires observer and/or high performance manager may not concurrently hold the position of member or appointments manager.

### Scorer's Committee<sup>6</sup>

4.3.7 Only members of the Council who are qualified Scorers may be members of this Committee. The membership of the Scorer's Committee is:

- a) the Scorers' Representative of the Council, who will act as chairperson at meetings of the committee,
- b) a secretary, and
- c) three members who hold qualifications to be scorers.

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<sup>5</sup> If the Umpires need a recruitment and training panel then surely the Scorer's need the same.

<sup>6</sup> Not really sure what the full duties of this committee are as they are not very clearly articulated in the current edition. Probably best to consult with them to flesh this out properly.

4.3.8 The Committee shall meet at least four times a year at such places and times as the Committee shall determine. In addition, the Scorers' Committee may meet (in person or by other appropriate means) if requested to consider any issue by the Executive.

4.3.9 Any three members of the Committee will constitute a quorum for the transaction of the business of that Committee.

4.3.10 In the event that the Council Scorer's Representative is not present at a committee meeting, one of the three members will be requested to chair the meeting.

4.3.11 The minutes of all Committee meetings will be taken by a member of the Committee designated as the secretary of that Committee. They will provide this to be published on the council website for all members to access.

#### Awards Committee

4.3.12 The Awards Committee will be constituted in February each year to oversee the gathering of data and determining who receives awards. The membership of the Awards Committee is:

- a) awards committee Manager,
- b) a Scorer designated by the Scorer's Committee, and
- c) the appointments manager.

#### Standing Minutes Review Committee

4.3.13 Any member of the Council may be a member of this Committee. The membership of the Standing Minutes Review Committee is:

- a) Standing Minutes Review Manager, and
- b) two members.

#### High Performance Panel

4.3.14 The high performance panel consists of those umpires who have been deemed of such a standard as to warrant progression to officiate on higher levels of the game. There is no specific number for membership of this panel.

4.3.15 Membership of this panel is to be determined by the High Performance Manager in consultation with the Manager of the Appointments Panel in accordance with the rules as defined by CA.<sup>7</sup>

### **4.4 Non-Executive Positions**

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4.4.1 Members of the executive cannot hold any of the following positions except the Treasurer may also be the Expenses Officer. In the case where panels or committees have manager and member positions no-one may concurrently hold member and manager positions on the same committee. In the duties there is mention of passing correspondence to the secretary for the records. This includes the production and provision of phone conversations between a position holder and any external organisation.

#### Umpires Observer

4.4.2 The Umpires Observer may not concurrently hold any of the following positions; appointments manager, appointments member or High Performance Manager.

4.4.3 The Umpires Observer must hold a current Level 2 CA Umpires ticket.

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<sup>7</sup> We should get the rules for this from CA so as to add to this document. I have contacted Chris Evans at CA for this information.

4.4.4 The primary purpose of the Umpires Observer is to improve the quality of umpiring of all members of the Council. They are to do this by either observing the on-field performance of umpires from the boundary or do so by standing with the umpires.

#### *Reports on Umpires*

4.4.5 The Umpires Observer is to provide two written reports to active members of the council each season.

4.4.6 Current practicing umpires are to receive a copy of the report covering matches up to the end of December at the January meeting of the Council and the final copy, covering remaining matches of the season, at the April meeting of the Council. These timeframes may be changed as required, but members are to be notified as soon as possible after such changes are agreed to.

4.4.7 The form to be used for this report is to be available on the Council's website.

#### *Umpires Observer Expenses*

4.4.8 The Umpires Observer is paid a seasonal set amount to offset expenses for travelling to grounds to perform his duties by ACTCA. Even if the Observer decides to stand with an umpires, rather than observe from the boundary, he will receive no additional expenses other than the one off seasonal amount. The amount will be agreed with ACTCA prior to the season.<sup>8</sup>

#### Expenses Officer

4.4.9 The Expenses Officer reports to the Treasurer.

#### Appointments Manager

4.4.10 The Appointments manager cannot concurrently hold either the Umpires Observer or High Performance Manager.

### **5. Council Officer Holder Casual Vacancies**

5.0.1 In the situation when a casual vacancy occurs then the Executive is to notify the full membership of this event within 48 hours via eMail. The timeframe for refilling the casual vacancy will be dependent on the exact position that falls vacant. Positions will fall into one of two types; one that needs to be filled prior to the next scheduled meeting of the Council or Executive, and one that needs to be filled quickly to ensure proper administration and operation of the Council.

5.0.2 The positions that will only need to be filled by the next scheduled meeting are the Chairman, Deputy Chairman, Secretary, any training position, records officer, expenses officer, . The filling of these positions is to be the first agenda item at the next meeting unless it is an executive position that becomes vacant prior to an executive meeting in which case the process below is to be followed.

5.0.3 The positions that will need to be filled quickly are appointment positions, umpires observer, expenses officer, umpires advisor, high performance manager,

5.0.4 If the position needs to be filled quickly then the notice of the vacancy is to be accompanied by a call for nominations to be supplied within the next 24 to 48 hours. As soon as this time period has expired the nominations are to be circulated to the membership and a scrutineer named. If the vacancy is from the Umpires, a scorer is to be named, and vice

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<sup>8</sup> This is based on my understanding that the Observer gets an amount from ACTCA as a one off reimbursement of expenses. How he decides to perform his duties is his decision.

versa. Votes are to be supplied within a defined period of time and a result to be notified to the entire membership as soon as possible after that time.

5.0.5 The time period is to be set such that any operational function will be carried out when required. To meet operational needs the executive may appoint a interim person to fill the vacant position until the membership can be notified and a vote carried out to properly fill the casual vacancy.

5.0.6 The person who fills a casual vacancy holds the position until the next scheduled voting for that position regardless of how limited a period that may be.

## **6. Membership**

6.0.1 This section of the Standing Minutes defines the categories of membership, the qualifications required to be a member, the rights of members and the responsibilities of members.

### **6.1 Categories of Members**

---

6.1.1 There are four categories of membership of the Council.

#### **Full Member**

6.1.2 Full Members of the council are those who have met all the required qualifications to be members and where applicable have completed to the required standard any refreshment requirements.

#### **Trainee Member**

6.1.3 A Trainee member is a person who has competed and passed the basic theory training course for to a sufficient level as defined by CA, based on the training curriculum as defined by CA, but they have not yet completed the progression process to Full Member. They may be under the age of 16. They may be appointed to matches, albeit with some restrictions, and may attend and participate a full members at council meetings.

6.1.4 Trainee members will either progress to Full Members when they have met the progression portion of the relevant training or cease membership if they fail to progress. The progression requirements are defined in Sections 15 for Umpires and 16 for Scorers.

#### **Junior Member**

6.1.5 Junior members are Full Members who are under the age of 16. They have the same rights and responsibilities of Full Members but have some restrictions on appointments as defined in Appendix Y.

#### **Life Member**

6.1.6 Life Members are full members of the council and as such may exercise those rights at any time, and any meeting.

6.1.7 Life Membership is a means of showing recognition to members who have been active members for an extended period of time and who have not necessarily been active of committees, non-executive or executive positions.

6.1.8 Life Membership may be conferred on the basis of the following criteria

- a) A member must have made significant contributions to the Council for a minimum of 12 years
- b) After achieving 12 years' active service, a member may be nominated and seconded for Life Membership. The nomination must include a resume of the nominated member's service,

including details of significant contributions to the Council, other than umpiring/scoring. This can include but not necessarily limited to

- i) membership of the Executive,
  - ii) holding another Council Officer, such as Umpires' Observer,
  - iii) membership of a working group or sub-committee,
  - iv) active participation in Council meetings,
  - v) contributing towards the organisation and management of the Council,
  - vi) contributing to the Council's policy development, and
  - vii) readiness to undertake other responsibilities sought of the Council,
- c) The total number of active Life Members ie members still umpiring or scoring regularly in Council sanctioned matches shall not exceed four (4)<sup>9</sup>,

6.1.9 Life Membership may be nominated by any financial, full council member but that said nomination must be in writing to the executive and seconded by two other financial, full members. The nomination is to include a written submission outlining how the nominee meets the above criteria or has performed other actions of note for the council. Nominations for Life Membership are to be supplied to the Executive no later than mid-January each year.

6.1.10 The Executive is to deliberate on the nomination(s) and if endorsed by the Executive will be referred to the February monthly meeting of the Council, where the members present will vote on the proposed Life Membership, adhering to the voting procedures set out in the By-Laws of the ACTCA. Where Life Membership is conferred, the award will be formalised during the Awards component of the Annual Dinner.

6.1.11 If the Executive does not endorse the nomination then they are to provide a written reply outlining the reason(s) why the nomination has been rejected to the nominators prior to the February meeting.

## 6.2 Required Qualifications

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6.2.1 The basic qualification requirement for membership as an Umpire is a Cricket Australia Umpire Accreditation Level 1 or better, but people with a Level 1 accreditation will be restricted to the types of matches they may be appointed to. See Section **Error! Reference source not found.** pertaining to appointment rules for more details.

6.2.2 Any person wishing to join the Council from interstate must prove their qualifications from CA.

6.2.3 The basic qualification requirement for membership as Scorer is ...<sup>10</sup>

- a)
- b)

## 6.3 Termination of Membership

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6.3.1 A person ceases to be a member of the Council if the person if:

- a) the member dies,
- b) the member resigns from membership of the Council,
- c) is expelled from the Council as a result of discipline action, or

<sup>9</sup> Not sure why this number was devised but I seem to remember it was based on Life Members do not pay membership fees and so wanted a minimum number of non-fee paying members. My bit on fees effectively kills this!

<sup>10</sup> Andy, I think we should speak, or more you should speak to Polglase about this as I think we would get better support from her than from Moorehouse. Is there some sort of national qualifications or just what individual associations/councils use for themselves?

- d) the member fails to renew membership of the Council by the due date.

### **Resignation of Membership**

6.3.2 No member shall be held to have resigned their membership until their resignation is received in writing by the Executive of the Council, and such resignation has been accepted.

### **Recording Cessation of Membership**

6.3.3 Where a person ceases to be a member, the Secretary shall make an appropriate entry in the membership list recording the date on which the member ceased to hold membership.<sup>11</sup>

## **7. Finances**

### **7.1 Expenditure Powers of the Executive**

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7.1.1 The Executive is empowered to spend the following amounts, subject to ratification at the next general meeting:

- a) The reimbursement of out of pocket expenses considered reasonable by the Executive (eg telephone, postage) incurred by any member in conducting the legitimate business of the Council,
- b) During a financial year, the Executive may authorise the expenditure of funds for the general running of the Council. Such expenditure is to be advised to the Council as soon as possible after it is made, and is not to exceed the level of expenditure on similar items (if any) approved during the previous Financial Year, and
- c) Convention fees for either or both of the Umpires Observer and the Recruitment and Training Manager, or their representatives, to attend the NSWCU&S Annual Convention.

7.1.2 The executive may expend funds on hospitality up to a total of \$250 for a single event. Appropriate events are:

- a) guests at the Annual Dinner, and
- b) food at the December monthly meeting,

### **7.2 Merchandise**

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7.2.1 The Executive is authorised to purchase, for sale to members, merchandise consistent with the business of the Council (such as Law Books, “Tom Smith” books, apparel etc) in quantities that are appropriate considering the number of members in the Council from time to time. If possible, preference in purchases is to be given to sponsors of the ACTCA and/or the Council. Council merchandise shall be made available only to current financial members of the Council.

### **7.3 Expenses**

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#### **Payments**

7.3.1 Members are paid expenses, usually via direct credit to a nominated account, by the time of the December, February and April meetings each season. The Expenses Officer is to provide a statement to each member showing the expenses received by that member for that part of the season.

7.3.2 Individual members may request that the Executive approve an early payment of expenses to them. When the Executive is satisfied that exceptional circumstances exist, the

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<sup>11</sup> If I read this right the Secretary should have a list of every person who ever was a member and when they ceased membership. I would suggest this should be update the online contact list by removing the person’s name from the list and advising clubs a new list is available.

Executive may direct the Treasurer to arrange payment to a member all or part of the expenses owing to that member before a regular payment.

7.3.3 Such payments will be recovered by deducting the amount from the regular payment due to the member.

### **Purchases by Credit**

7.3.4 Members may authorise the Treasurer to deduct from expenses due to them any amount owed to the Council for merchandise purchases, Seminar expenses and the like. Should the amount authorised not be covered by expenses due, the debt will become payable as soon as demanded by the Treasurer or other member of the Executive.

## **7.4 Membership Fees**

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7.4.1 The annual fees payable for Members will be set at the Annual Meeting each year. Three different fee amounts will be set at that meeting; Scorer membership fee, Umpire Membership fee for standing umpires and Umpire Membership fee for non-standing umpires. Non-standing umpires are those who wish to be members but do not stand in any games that count towards the longevity award.

7.4.2 Fees are payable to the Treasurer by the end of November each season. Members who stand in matches where expenses are reimbursed from the ACTCA may elect to have their fees deducted from their December expenses payment by the Expenses Officer. The Expenses Officer should advise the membership that election of this action will be assumed unless otherwise advised to the Expenses Officer. Those who wish to be a member but are not receiving reimbursement from the ACTCA must make other arrangements prior to the end of November.

7.4.3 Failure to pay the requisite fees will result in termination of membership of the council with effect 1 December of a given season. As soon as practicable after 1 December the member contact list is to be updated so as to only contain current financial members.

## **8. Meeting Procedure**

### **8.1 Conduct of Meetings**

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8.1.1 The ACTCA Constitution and By-Laws contain applicable requirements for the procedures to be followed in all meetings of the Council and any subordinate bodies. The prime guidance for the conduct of meetings of the Council is ACTCA Constitutions clauses 14, 15, and 16. In addition ACTCA By-Law 18 applies to meetings of the Council.

### **8.2 General Meetings**

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8.2.1 General Meetings of the Umpires and Scorers Council are to be held on the third Monday of each month starting in September and ending in April, inclusive. The start time for these meetings will be 1800. Additional meetings can be held as necessary.

8.2.2 The Monday in the month of an individual meeting may be altered if the Executive deems it necessary. The reason for the change is to be advised to the membership in the notice of the adjusted meeting date.

8.2.3 The Council is to spend no more than 45 minutes on general business at each General Meeting, subject to the demands of matters requiring a decision. The conducting of this administrative element is a necessary function but is to be kept to a minimum. The prime purpose of the monthly gathering of umpires and scorers is to discuss the laws and

competition rules that are applicable to umpires duties and where applicable their impact on scorers. Emphasis is to be on the application of the laws on the field of play.

8.2.4 As part of this discussion umpires and scorers attending the meeting are encouraged to raise incidents they were obliged to handle in recent matches.

8.2.5 For the sake of convenience, the Executive may combine the Annual Training seminar, when held in September, and the September meeting.

8.2.6 The Executive via the Secretary is to have available a printed copy of the ACTCA Constitution, the ACTCA By-Laws and Standing Minutes at all meetings.

8.2.7 The meetings are to follow the agenda as set out below with items (a) to (q) taking no longer than about 45 minutes. Each person giving a report is to be brief and may only need to say “nothing to report”. Written reports can be provided to the secretary for inclusion in the subsequent minutes and this is to be advised to the attending members at the appropriate point in the agenda.

8.2.8 The full agenda for General Meetings is:

- a) Open Meeting,
- b) Correspondence in and out,
- c) Report by Chairman,
- d) Report by Deputy Chairman (Cricket Committee),
- e) Report by Treasurer,
- f) Report by Scorers’ Representative,
- g) Report by High Performance Manager,
- h) Report from Recruitment and Training,
- i) Report from Appointments,
- j) Report from Umpires Observer,
- k) Report from General Liaison Officer,
- l) Report from Equipment Officer,
- m) Report from Records Officer,
- n) Report from Standing Minutes Review Committee (when appropriate),
- o) Law Discussion driver by Recruitment and Training Panel and/or Umpires Observer,
- p) General Business, and
- q) Meeting Close.

### **8.3 Annual Meetings**

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8.3.1 The Annual meeting of the Council is to be held in July each year so as to be placed prior to the AGM of the ACTCA. The intention is to be able to provide all necessary input to the ACTCA AGM as required.

8.3.2 At each Annual Meeting only two of the four two year term positions will normally elected. The four positions noted as required will be inserted into the agenda when necessary. At the start of the election process the current Chairman will spill all positions necessary but if the Chairman position is to be spilt, he/she will remain until a new Chair is elected. If necessary they will then leave the chair. Unless other considerations apply, the newly elected Hon Secretary will also assume the record keeping role as soon as elected with

the intention of expediting the prompt production of draft minutes of the Annual Meeting.  
The agenda for the Annual Meeting is:

- a) Open Meeting,
- b) Apologies,
- c) Acceptance of Annual Report,
- d) Election of Officer Bearers,
  - i. Chairman (as required),
  - ii. Deputy Chairman (as required),
  - iii. Secretary (as required),
  - iv. Treasurer (as required),
  - v. Scorer's Representative,
  - vi. High Performance Manager,
  - vii. Recruitment and Training Manager,
  - viii. Members of the Recruitment and Training Panel,
  - ix. Appointments Manager,
  - x. Member of Appointments Panel,
  - xi. Umpires' Observer
  - xii. Expenses Officer,
  - xiii. Secretary of Scorer's Committee,
  - xiv. three members of the Scorer's Committee,
  - xv. General Liaison Officer,
  - xvi. Equipment Officer, and
  - xvii. Records Officer.
- e) Setting of Membership Fees,
- f) Other Business, (to be listed if known)
- g) Meeting Close.

## **8.4 Voting and Election Procedures**

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8.4.1 The voting procedures to be followed is to be in accord with the ACTCA Constitution and By-Laws. Clause 16 of the Constitution applies such that any reference to Association is deemed to mean Council for this purpose. All election and voting procedures as outlined in the Constitution and By-Laws apply to this council.

## **8.5 Visitors**

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8.5.1 Members of Umpires Councils/Associations or Umpires and Scorers Councils/Associations or Scorers Councils/Associations visiting Canberra, and those seeking accreditation as umpires or scorers, may attend meetings of the Council and the Executive at the invitation of the Chairperson.

8.5.2 Those attending meetings as prospective members attend under a similar invitation.

8.5.3 Visiting umpires and scorers may be invited to speak at these meetings but have no other privileges of membership of the Council.

8.5.4 Visiting umpires and scorers may be considered for appointment to matches played under the auspices of the ACTCA by the relevant bodies of the Council, against the background of established appointment practices.

## **9. Disciplinary Matters**

9.0.1 Members of the Council are expected to act with probity at all times when officiating or involved in matches.

9.0.2 Any member who acts inappropriately when officiating or involved in a match in any capacity, or when representing the Council in any official capacity, will be subject to the disciplinary provisions set out in By-Law 14 (Discipline and Penalties) of the By-Laws of ACT Cricket Association.

9.0.3 Should a member be considered to have brought the Council into disrepute by acting inappropriately in circumstances set out in this section, the Executive is empowered to investigate the alleged misconduct of the member, and refer the matter to the Discipline Committee of Cricket, if it considers this action necessary.

9.0.4 If a member is brought before the Discipline Committee under By-Law 14 then all operative rules as outlined in that section are to be adhered to. The executive is to also ensure that copies of the documentation pertaining the matter are to be forwarded to the member concerned in a timely manner so as to properly permit them to take appeal action if they desire.

9.0.5 The initiating documentation is to be provided to the member prior to appearing before the Discipline Committee. The report from the Discipline Committee is to be supplied within 7 days of the Executive receiving the report.

9.0.6 The membership of the council is to be advised at the next meeting of the council after all action has been completed. No external body, most likely CA, is to be advised of any proposed action, but may need to be advised when all action is complete if the member is found guilty of a level 3 or 4 offence. For the sake of thoroughness all copies of relevant documentation are to be forwarded, not just as summary or advise letter, to the external body.

## **10. Forms of Recognition**

10.0.1 The Scorers and Umpires Council has a number of forms of recognition for performance of umpires and scorers.

10.0.2 The annual awards have been named for previous outstanding members of the council and they are for umpires who perform well in either specific grades or other activities. A brief on each of the award namesakes is provided for the information of members at Appendix Appendix C.

### **10.1 Annual Umpiring Awards**

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10.1.1 The following 6 awards will be made for umpire performance on the field during the course of the season.

- a) McCarty Medal - best First Grade umpire,
- b) Founders Medal - best clubman who is adjudged to have contributed “over and above” what is normally expected of their role within the organisation: (this award is in recognition of the 3 founding members, namely Charles Morrison, Austin Selleck, and ‘Ned’ Custance),
- c) Lawrence Medal - best Second Grade umpire,
- d) A medal for the best first year umpire,

- e) Lower grade umpire - best umpire in all other ACTCA grade matches including Women's Lower Grades, and
- f) Derek Gould Memorial Medal – best Womens' Premier League umpire

10.1.2 Depending on circumstances and the number of eligible umpires standing in a season, awards described at SM 11.1.1d and SM 11.1.1e may not be awarded. Each award shall consist of an engraved tankard, or an equally appropriate award for a female umpire or scorer, and a certificate signed by the Chairperson.

10.1.3 The criteria used to determine the recipient of this award is detailed in section 11 and the assessment rules are in Appendix A.

## **10.2 Longevity Recognition Award**

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10.2.1 The Longevity Recognition Award recognises persistent effort in officiating as an umpire or scorer over an extended number of seasons.

10.2.2 The criteria used to determine the recipient of this award is outlined in 12 and the assessment rules are in Appendix B.

## **10.3 Conferring of Awards**

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10.3.1 The awards shall be presented at the Council's Annual Dinner. If a recipient of an award is not present at the dinner then the award is to be presented at the next general or annual meeting of the council the individual attends.

## **10.4 Cricket Australia Umpire Honour Board**

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10.4.1 Cricket Australia in 2017 instigated a Honour Board o recognise umpires who have stood in 500 or more days. ACT umpires will be included in that system. For rules governing the counting of days see CA Honour Board below.

# **11. Annual Umpiring Awards**

11.0.1 The purpose of the Annual Umpiring Awards is to acknowledge high quality performance on the field during the course of a season.

## **11.1 Annual Award Structure**

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11.1.1 The Annual Umpire Awards are determined on the basis of individual umpires meeting firstly a set of criteria, and then winning by having the most points of umpires in the award. All awards mentioned above are adjudicated following the same methodology.

11.1.2 To be eligible for a specific award an umpire must meet the following criteria. If an umpire fulfils the criteria for a higher grade award they are automatically excluded from any lower award. The criteria for the various awards are:

- a) To be eligible for the McCarty Medal, umpires must have stood in a minimum of 50% of 1<sup>st</sup> Grade matches during the season,
- b) To be eligible for the B F Lawrence Medal, umpires must have stood in, a minimum of 50% of 2<sup>nd</sup> Grade matches during the season,
- c) to be eligible for Lower Grade umpire of the year, umpires must have stood in, a minimum of 50% of lower Grade matches during the season.
- d) to be eligible for the Derek Gould Memorial Medal, umpires must have stood in a minimum of 50% of the Women's Premier League matches.

## 12. Longevity Recognition Awards

12.0.1 The purpose of the Longevity Award is to acknowledge the efforts and time put in by members of Cricket ACT's Umpires and Scorers Council.

12.0.2 Membership of the council have adjudicated in many types of game as officiators (both scorers and umpires) in addition to games administered by Cricket ACT, and those games appointed by the Council Appointments Committee and at times matches where the Appointments Committee is not involved. Therefore, it is the intention of the awards to take all these matches into consideration.

12.0.3 The person responsible for putting the figures together is the Records Officer.

12.0.4 The awards will acknowledge the effort in terms of days stood primarily based on the days figures supplied by the Finance Officer to the Records Officer at the conclusion of each season. The records officer will include this data and promptly supply this to the Secretary for inclusion in the annual report.

12.0.5 Umpires who officiate in a match that would not be captured by the Finance Officer and is listed as a match that is to be included in the records as defined below should contact the Records Officer by eMail and supply the details of the match. The Records Officer is to record these in their system so they can be acknowledged in the annual report.

### 12.1 Longevity Award

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12.1.1 The awards will fall into two categories; these being:

- a) days stood regardless of grade of match, and
- b) days stood in First Grade or equivalent.

12.1.2 For days stood, regardless of the category, will be days of all types of matches except T20 where officiating in two T20 matches on the one day will count as a single day stood. However, standing on a single T20 match on a given day will still count as a day stood. If the umpire officiates in two T20 matches on a single day and at least one of these meets the criteria for First Grade it will count as a day stood in First Grade.

12.1.3 To count as days stood in First Grade the umpire must stand in a game in the First Grade of the ACT Grade Competition or a match which is deemed its equivalent.

### 12.2 Scorers

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12.2.1 An equivalent award is to be given to scorers. There will be two awards for scorers, days scoring in higher level matches and days scored in matches.

12.2.2 To qualify for a higher level match the games must meet the following criteria:

- a) interstate matches of all types,
- b) international matches of all types,
- c) Big Bash League, (both women and men), and
- d) PM XI.

12.2.3 To be counted for days scored in matches, the match a scored must meet the criteria of the Umpires award for either First Grade or days stood and the higher matches above.

12.2.4 At the conclusion of each season the Scorers Representative is to pass details of all matches scorers officiated at to the Records Officer for inclusion in the records.

## **12.3 Awards**

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12.3.1 Awards will be awarded for both days stood for Umpires, and days scored for scorers as follows:

- a) 100 days for First Grade and each 100 additional days thereafter,
- b) 100 days scored for higher level matches and each 100 additional days thereafter, and
- c) 200 days and each 100 additional days thereafter for both scorers and umpires.

12.3.2 The first award will be a framed certificate. It will be awarded at 100 days for First Grade days umpired or higher level matches score. For 200 days of effort a framed certificate will be awarded. At 300 days an engraved tankard noting the 300 days is to be presented with the engraving being added to for 400 days. A special award shall be made for 500 days and above.

12.3.3 The Secretary, based on the details supplied by the Records Officer, is to advise the Executive of those members who qualify for awards. The executive is to make all necessary arrangements to be able to present the awards.

12.3.4 The count for a given season will include all games up to the last for and against round so that the statistics can be consolidated prior to the dinner. The Finance Officer will supply the Records officer with his figures for the last round and again post the final series.

12.3.5 It is the responsibility of the executive to ensure that all members who qualify for Longevity Recognition Awards receive them.

## **12.4 Start Point**

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12.4.1 The start point for including umpires and/or scorers and thus reporting in the annual report will be those umpires and scorers who officiated in the 1998/99 season. Any member who officiated in that season will have prior effort included. Any member who joined and officiated subsequently will be included, as will prior effort as applicable.

## **12.5 Other Matches**

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12.5.1 For matches umpired or scored by members that do not fall into the current criteria and the members believe should be included, they are to pass the request to the executive, who will assess the match in the light of the intent of the award and decide upon its potential inclusion. The request should include all pertinent details of the match(es) including any details relevant for inclusion as a First Grade equivalent. The executive is to assess the request if the match is to be included and if it is to be considered as a First Grade equivalent or not. If it is to be included, the executive is to pass he details onto the Records Officer with all details necessary to allocate it appropriately. If it is not to be included then the executive is to advise the umpire or scorer the reasons why it was not included.

12.5.2 Following the above process the executive is to frame a motion to amend the standing minutes for deliberation at the next meeting of the council. It may be done at the AM. The secretary is to publish the motion in the notice of the meeting to all members.

12.5.3 The motion is to clearly state the wording of the amendment and which part of the standing minute is to be amended.

12.5.4 If the Executive decides the match is not to be included then a motion to amend the matches that do not count is to be put to the next meeting. The motion is to clearly state the wording of the amendment and which part of the standing minute is to be amended.

12.5.5 The result of this motion is to be documented as an amendment to the Standing Minutes and is to be passed by the Secretary to the review committee when formed in February. Likewise the Records Officer is to be advised immediately after the motion is passed or rejected.

12.5.6 If the amendment is passed at the AM it is to immediately be added to the Standing Minutes that are to be endorsed at the AM.

### **13. CA Honour Board**

13.0.1 Cricket Australia wishes to acknowledge the long term commitment to Cricket by those umpires who have put in significant time in terms of matches officiated in. At this point in time CA is looking at only competition matches but may expand this in the future. Umpires who have stood for 500 or more matches will be listed by CA on their website on an Umpires Honour Board.

13.0.2 CA also wants to have notice of umpires who have passed 350 matches as advanced warning of Honour Board nominees in the foreseeable future. They also want to know of umpires who have umpires for 20 or more years to look at years standing acknowledgement.

13.0.3 Effectively, this means that a number of match types where the ACT recognises the umpires' efforts will not be applicable for the CA Honour Board.

13.0.4 The Records Officer is responsible for gathering the required data, producing the necessary reports and passing it via the Secretary to Cricket Australia.

13.0.5 The assessment for including matches in the CA Honour Board can be found in Appendix D.

### **14. Council Website**

14.0.1 A website (currently at <http://www.actumpires.com>) has been created to contain information of interest and relevance to umpires and scorers.

14.0.2 The website is to be managed and updated by the Webmaster under the authority of the Secretary. This includes the authority to make editorial changes to the website.

14.0.3 No material is to be added to the website without the permission of the Secretary, or in his absence, the Chairperson.

14.0.4 Superseded material may be removed from the website with the agreement of the Secretary.

### **15. Training of Umpires<sup>12</sup>**

15.0.1 This section covers the training and progression process which new umpires must undertake and pass at the required level.

#### **15.1 Requirements for Level 1 Qualification<sup>13</sup>**

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15.1.1

a)

b)

#### **15.2 Requirements for Level 2 Qualification**

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15.2.1

<sup>12</sup> Andy need a bit of help to better fill this out.

<sup>13</sup> Suspect this and the next heading will come from CA and may be only a reference to a web page.

- a)
- b)

### **15.3**

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#### 15.3.1

- a)
- b)

### **15.4 Advancement**

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15.4.1 A person is eligible for advancement from Trainee Member to Full Member, if the member

- a) has been field examined and achieved a minimum of five Satisfactory reports in grade matches,
- b) has satisfied the Recruitment and Training Panel as to field competence and knowledge of the Laws of Cricket,
- c) has been approved for membership of the Council by the members, and
- d) has achieved Cricket Australia Level 2 Accreditation, which must be achieved before the start of the second full season after completing a training course run by the Council

### **15.5 Nominations for Membership**

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#### **Method of Nominations for Membership**

15.5.1 Any person desirous of becoming a member of the Council shall submit their name to the Recruitment and Training Manager so they may undertake a training course run by the Council, or have their already existing umpiring/scoring qualification recognised by the Recruitment and Training Panel.

15.5.2 A candidate for membership of the Council must be nominated by a member of the Council who has financial standing in the Council and be seconded by a member of the Council who has similar standing in the Council.

15.5.3 Provide members of the Council with information, including through the nominator and seconder, establishing his or her 'bona fide' interest in membership. (Establishing qualifications for consideration for appointment as umpires or scorers in the ACTCA competitions could be two means of establishing such 'bone fides'.

#### **Processing of Nominations for Membership**

15.5.4 As soon as practicable after the nominee has undertaken the Council's training course or had their qualifications recognised and endorsed by the Recruitment and Training Panel or the Scorers' Committee, their name is to be referred to the Secretary who shall make the necessary arrangements for the nominee to be confirmed at the appropriate level by the Council.

#### **Membership Examination**

15.5.5 If applicable, applicants shall present themselves for examination by the Recruitment and Training Panel or the Scorers' Committee at an appropriate time and place.

#### **Election to Membership**

15.5.6 The election to membership of the Council shall be by ballot or a show of hands at a General Meeting and no person shall be elected unless a majority of the members voting at such a meeting vote for that person. The Secretary will notify nominees of the approval and will ensure that nominees have all relevant and necessary information provided to them.

## **15.6 New Members**

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### **Membership Kit**

15.6.1 New members of the Council, when accepted for membership of the Council, are to be presented with a name badge. They will also have access to current uniform elements from the council at their own expense. They will also be advised of the sorts of equipment they should regularly carry to perform their duties.

## **15.7 Reports on New Umpires**

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15.7.1 Umpires being field examined will be assessed from a panel of senior and experienced umpires (normally those regularly appointed to 1st or 2nd grade) who have undergone an appropriate briefing on the assessment requirements. Composition of this panel will be by the Recruitment and Training Panel, with input from the Appointments Panel, the High Performance Manager and the Umpires' Observer, and if needs be, the Executive.

15.7.2 There is no time limit on achieving the requirement of five Satisfactory match reports, but this should be achieved in one season, if at all possible.

15.7.3 If two or more Unsatisfactory reports are received before receiving five Satisfactory reports, then the Umpire's progress is to be reviewed under the direction of the Recruitment and Training Manager, and if necessary appropriate counselling and / or remedial training is to follow.

15.7.4 The form of the report to be used is available on the Council's website. It is the new umpire's responsibility to advise his 'partner' prior to the start of a match that a report is to be completed on his performance. The completed report is to be forwarded to the Recruitment and Training Manager.

## **15.8 Examinations**

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15.8.1 The following guidelines apply to the Council's umpiring Revision Paper:

- a) Requirement - Prior to the commencement of each season the Recruitment and Training Panel may set and distribute to members a Revision Paper which is to be regarded as an 'Open Book' test of the Laws of Cricket, Experimental Laws and ACTCA Competition Rules,
- b) Pass Mark - The pass mark for the Revision Paper each year is to be determined by the Recruitment and Training Panel, taking into consideration the fact that it is an 'Open Book' examination and this is to be advised to members when the paper is distributed. Unless otherwise decided by the Recruitment and Training Panel, the pass mark is to be 90%,
- c) Consequence of Failure - Members who do not achieve the required pass rate for the paper will not be eligible for appointment. Members who do not achieve the required pass rate on the first attempt will not be eligible for appointment to First Grade or the State Panel at the commencement of the season. If a pass is subsequently attained, the member will be eligible, at the discretion of the Appointments Panel, for appointment to First Grade or for consideration for the Panel at the next normal review, and
- d) Exemption - Those members involved in setting the Revision Paper are exempt from the requirement of having to complete and pass a Revision Paper to be eligible for appointment to either matches or the High Performance Panel.

## **16. Training of Scorers<sup>14</sup>**

16.0.1 This section covers the training and progression process which new scorer must undertake and pass at the required level.

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<sup>14</sup> We need to talk to Polglase about this part of the minutes.

## 16.1

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### 16.1.1

- a)
- b)

## 16.2

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### 16.2.1

- a)
- b)

## 17. Dress Policy and Code

### 17.1 General

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17.1.1 The basic dress policy of the council is that when there are two umpires officiating from the local Council they are to be garbed similarly. This is to be interpreted that the external appearance of the two individuals is to be the same. Thus if one is wearing a jacket both should be so garbed. This can only be varied from if the umpires are of different sexes and trousers and skirts are both worn.

17.1.2 The dress code is as follows

- a) Shirts - Long sleeve shirts, in style and colour as determined by the Executive. Shirts can be buttoned at the wrist or rolled up, but both umpires' shirts should conform with each other,
- b) Trousers/Skirts - Dark (black) trousers or skirt, unless otherwise decided by the Council,
- c) Coats/Jackets – As determined by the Executive, but both umpires' coats/jackets should conform with each other,
- d) Hats - Top surface to be white and may have the approved coloured band on the hat,
- e) Footwear - To be predominantly white, and
- f) Name Badge - At all times the name badge is to be worn on the outer garment - shirt, coat or jacket

## 18. Sponsorship

### 18.1 General

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#### Minor Sponsorship<sup>15</sup>

18.1.1 Minor Sponsorship is defined as sponsorship received by the Council for amount less than \$500.00. This will usually be obtained by members and is not to create conditions of conflict with the Association nor Council primary sponsors. The Executive is to consult with ACTCA to ensure that no conflict of interest will arise.

18.1.2 The provision of 'gifts' by various sponsors of matches or competitions is not a right, and Umpires are not to request or demand such items.

18.1.3 Sponsorships are permitted subject to the following conditions:

- a) Sponsorship is of ACTCAUSC, not individuals, and
- b) \$100 minimum,

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<sup>15</sup> What about major sponsorship? Are we able to get major sponsors or is this limited to only the ACTCA.

18.1.4 Sponsorships gains recognition of sponsors in Annual Reports, Newsletters and Letterhead.

18.1.5 If a member obtains sponsorship of \$150 or over, his/her membership fees will be refunded or waived for that season.

## **19. Match Reports**

### **19.1 Submission and Processing**

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19.1.1 Members are to forward the Grade Match Report Form, expenses claims forms, and other forms that may be required from time to time to Cricket ACT and the Expenses Officer in accordance with the required timeframes to allow them to undertake their responsibilities. Forms may be mailed, faxed, emailed or personally delivered, but all expenses incurred in forwarding reports are the member's responsibility

### **19.2 Form of the Match Report**

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19.2.1 The match report forms to be used for all games conducted under the auspices of the ACTCA (whether they are Grade matches or not) are to be made available on the Council's website. Members will be advised and fully informed of any changes from time to time before they are officially adopted for use.

## **20. X**

### **20.1**

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20.1.1

- a)
- b)

## Appendix A Annual Umpiring Award Assessment

A.1 The points system for determining winners falls into three sections, these being:

- a) attendance at council meetings and seminars,
- b) captain's votes, and
- c) peer votes.

### Attendance Points

A.2 Data on attendance at meetings will be gathered by the Secretary based on minutes of the various meetings. After the February meeting the Secretary is to pass this data to the Scorers Representative on the Awards Committee.

A.3 Attendance at meetings and the seminar accrues points for umpires to a maximum of 5 points. They are accrued by:

- a) for the annual seminar 2.5 points, and
- b) for each meeting from September to February, 0.5 points per meeting.

### Captains Points

A.4 The Captain's votes are based on the system used for the DB Robin Award.

- a) Captains in all grades that received umpires to be approached in Feb and asked to rate a list of eligible umpires, who have umpired regularly in their grade during the season,<sup>16</sup>
- b) Secretary to write to clubs to facilitate this, and outstanding captains' votes to be chased-up as necessary by Umpires Observer and Scorers representative,
- c) Umpires to be rated on the basis of 10 points to be allocated between all umpires, according to the captains' preference. Captains to award a maximum of 5 votes to each umpire, and must award votes to a minimum of 3 umpires, ie as per the D B Robin Medal voting system,
- d) Each captain's votes to be returned to the Scorers' Representative on the Awards Committee, who will tally the total votes received by each eligible umpire,
- e) Maximum points awarded to an umpire using this system = 40 points (i.e. 8 captains awarding an umpire 5 votes each), and<sup>17</sup>
- f) Total points to be averaged by the total number of peer umpires in that grade eligible to award votes, e.g. if an umpire scores a maximum of 40 votes using this system, this will be average by dividing 40 by the number of peer umpires in that grade eligible to vote, so  $40/8 =$  an average score of 5

### Peers Points

A.5 Peers points are awarded by fellow umpires<sup>18</sup>

- a) Each eligible umpire in the three groups to be given a list of other eligible umpires in their grade, and asked to rate these umpires according to who are perceived as the well- performed umpires. An umpire may vote for any eligible umpire on the list, regardless of whether they have stood together during the season
- b) Umpires to be rated on the basis of 10 points to be allocated between all umpires, according to the voting umpire's preference. Umpires to award a maximum of 5 votes to each umpire, and must award votes to a minimum of 3 umpires, ie as per the D B Robin Medal voting system

<sup>16</sup> Why should this be limited to the top three grades. If an umpire mainly stands in 4<sup>th</sup> Grade then he will be prejudiced by virtue that the captains who know him better are excluded. This should be all grades that received umpires during the course of the season. The very part of this rule "...who umpired regularly in their grade..." is biased towards those umpires who stand more often in 3<sup>rd</sup> grade as opposed to 4<sup>th</sup> grade. Modified to undo this issue!

<sup>17</sup> If you note the footnote against sub-para a, this statement is wrong.

<sup>18</sup> The table in the current version says that only umpires in the 1<sup>st</sup> and 2<sup>nd</sup> grade groups receive peer votes yet we have voted on peers in 3<sup>rd</sup> grade and below last year in violation of the table in the SM.

- c) Total points to be averaged by the total number of captains invited to award votes, eg if an umpire scores a maximum of 40 votes using this system, this will be average by dividing 40 by the number of captains invited to vote, so  $40/8 =$  an average score of 5
- d) Maximum points awarded to an umpire using this system = 40 points (i.e. 8 captains awarding an umpire 5 votes each)
- e) Each umpire's votes to be returned to the Scorers' Representative on the Awards Committee, who will tally the votes received by each eligible umpire
- f) Total points to be averaged by the total number of peer umpires in that grade eligible to award votes, e.g. if an umpire scores a maximum of 40 votes using this system, this will be average by dividing 40 by the number of peer umpires in that grade eligible to vote, so  $40/8 =$  an average score of 5

### Points Process

A.6 The process for calculating the Captains component and the Umpires (Peers) components of the Umpire of the Year awards will include the following:

- a) The process is to be managed by an Awards Committee,
- b) To be eligible an umpire must participate in half plus one days in a particular grade. A list is to be prepared by the Secretary, or his delegate, indicating to which category each eligible umpire has been allocated by 15 February each year. Following the circulation of the list, Umpires will have 4 (four) days in which to challenge their classification,
- c) Where an umpire has participated in various grades, his/her classification will be determined by counting downwards: that is, if ineligible for first grade, then those games count towards second grade and then third grade, until eligibility for an award is achieved,
- d) Any dispute shall be resolved by the Chairperson in consultation with the Manager, Appointments,
- e) The Awards Committee shall then arrange for each eligible umpire to be able to vote in his/her particular section. Umpires will not be permitted to vote for themselves,
- f) Votes from umpires (for the Umpires/Peers component) and captains (for the Captains component) shall be returned to the Secretary or the Awards Sub- committee, which shall collate the results and liaise with the Chairperson regarding selection of the Founders Medal and purchase of appropriate gifts. The Manager Appointments will also be advised of the winners of the McCarty and Lawrence Medals,
- g) Following the tallying of the votes, the names of the top five place-getters in the Umpire of the Year Award shall be announced, in alphabetical order, at The Council's Annual Presentation Function. The name of the Runner-Up will then be announced, followed by the name of the Umpire of the Year,
- h) Selection for the Best First Year Umpire Medallist shall be made by the Sub- committee acting on advice from the Manager, Appointments
- i) To be eligible to win the best first year umpire award, an umpire must be in his/her first full season since receiving accreditation, and
- j) A member of the Awards Sub-committee will be ineligible to win awards listed at SMs 11.1.1a, 11.1.1c, 11.1.1e and 11.1.1f

## **Appendix B**

### **Longevity Award Assessment**

**B.1** To qualify as an equivalent of First Grade the match must meet one of the following criteria:

- a) ACTCA First Grade matches,
- b) Under 17's or higher Representative team match,
- c) Over 50's, Over 60's and Over 70's representative level matches (that is state or national selected teams) where one of the sides playing includes a full National side;
- d) Impaja Cup matches,
- e) National Competitions including U17 and upwards. If the national competition has more than one Division or Grade the only Division that qualifies is Division 1;
- f) First Grade competition matches in other states,
- g) Division 1 T20 competition matches with two on the one day counting as a single day stood,
- h) interstate matches of all types,
- i) international matches of all types,
- j) Big Bash League, (both women and men),
- k) PM XI, and
- l) intervarsity matches.

**B.2** To be counted as days stood the match must meet the following:

- a) all matches that meet First Grade criteria above,
- b) other ACTCA Grade competition match,
- c) National Competition Matches U17 and upwards that belong to a Division below Division 1,
- d) non First Grade matches in other states Grade competitions,
- e) tour matches of ACTCA approved touring teams,
- f) matches approved by ACTCA team that are trial or practice matches for ACTCA teams that participate in National competitions,
- g) Division 2 and below T20 competition matches with two on the one day counting as a single day stood,
- h) matches arranged by ACTCA,
- i) Kookaburra Cup matches arranged by ACTCA,
- j) all age based representative matches, and
- k) matches within competitions affiliated to ACTCA.

**B.3** The following matches do not count for days stood:

- a) indoor cricket,

## Appendix C Award Namesakes

C.1 This is a short piece about the persons after whom the various awards of the association are named.

[Kevin McCarty](#)

C.2

[Brian Lawrence](#)

C.3

[Derek Gould](#)

C.4

[Charles Morrison](#)

C.5 After the first abortive attempt to create an Umpires Association, Charles Morison was given the task to create one. It was Charles who initially adopted the NSWCUA methods of training and examination for umpires in the ACT.

[Austin Selleck](#)

C.6

[Edward 'Ned' Custance](#)

C.7

## Appendix D

### CA Honour Board Assessment

D.1 The following are the rules for inclusion on the reports for the CA Honour Board.

#### Criteria

D.2 Matches will count for the CA Honour Board if they meet the following criteria:

- a) all matches that are part of a formal competitions with the following characteristics:
  - i) there are formed organisations running them,
  - ii) there is a draw or fixture list provided prior to the start of the competition,
  - iii) there are properly organised and registered teams,
  - iv) set points are allocated to teams in accordance with the result of the match,
  - v) they have to have a formal set of competition rules, and
  - vi) there are semi-finals and/or finals (note there may be finals and no semi-finals),<sup>19</sup>
- b) they can be either a male or female competitions,
- c) they can belong to any level of competition in a region,
- d) T20 matches, when multiple are played on the one day, each counts as a match for this purpose,
- e) a toss must have been carried out, even if no further action occurs, for the match to count,

D.3 Matches will not count for the CA Honour Board if they meet the following criteria as these are being counted separately:

- a) they may not be age restricted in any manner, either under an age or over an age,
- b) they cannot be representative matches of any sort such as PM XI,

#### Reports for CA

D.4 The following reports are to be produced by the Records Officer at the end of the season, following the finals, and passed to the Secretary. The Secretary is to pass these to

CA. The reports are:

- a) a report of all umpires who have reaches 350 matches or more,
- b) a report of umpires who have stood in 20 or more seasons so as to acknowledge 20, 25 ,30 or so on seasons of officiating,

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<sup>19</sup> May have to look at this if we ever have first past the post competitions!

## **Appendix E**

### **On-Field Operation Decisions**

#### **Calling Wicket Keeper No-Ball**

E.1 The question was raised about just calling or warning keepers for breaching their aspect of the No-Ball rule. The High Performance Manager suggested that a warning would be best first in what he referred to as nursery grades. When asked to clarify what were nursery grades he stated all grades in Canberra.

#### **Players Starting Outside Boundary**

E.2 This became an issue particularly in the lower grades where fieldsmen in the deep would start their walk in after the bowler started their approach from outside the boundary. If detected the umpire was to give a first and final warning to start within the field of play. If this action persisted then the umpire was to call and signal 4 runs against the player for their actions.

#### **Continuous and Persistent Short Fast Bowling**

E.3 If a bowler persists in bowling short fast deliveries they will be deemed to be intimidating the batsman and warned accordingly. This action is to be taken regardless of the reactions of the batsman, even if they are scoring freely from the said deliveries.

E.4

## **Appendix F**

### **Duties of the Chairman**

F.1 The duties of the Chairperson are:

- a) Chair meetings of the Council and its Executive in accordance with standard meeting rules and in accordance with the meeting rules documented in this document,
- b) Serve as the senior representative of the Council at ACTCA meetings, exercise the Council's voting rights and report to Council as required,
- c) to ensure that all members who have qualified for awards have been presented with the awards,
- d) Provide leadership of the Executive between its meetings,
- e) provide copies of any correspondence to the Secretary,
- f) to keep track of umpires qualifying for CA 50 years award and ensure this is correctly applied for,
- g) Serve as, or appoint another person, to assist Council members in their appearances before any committee or body of the ACTCA, if such assistance is required

## **Appendix G**

### **Duties of the Deputy Chairman**

G.1 The duties of the Deputy Chairperson are:

- a) Chair Council and Executive meetings in absence of Chairperson, and
- b) Represent Council on the Grade Cricket Committee<sup>20</sup> and provide reports to Council.
- c) x,

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<sup>20</sup> Need to verify the name of this organisation at present

## Appendix H Duties of the Secretary

### H.1 The duties of the Secretary are:

- a) Produce the agendas for Council and Executive meetings and arrange for their publication on the Council's website,
- b) Take the minutes of Council and Executive meetings and arrange for their publication on the Council's website,
- c) Oversee the Council's web site and its contents,
- d) Oversee production of the Council's newsletter,
- e) advise members of all inwards and outwards correspondence at meetings of the Council and have the said correspondence available if required by members,
- f) maintain a full set of all meeting minutes, correspondence, appointments and other documents relevant to the operations of the council for the season starting with the minutes of the AM,
- g) at conclusion of season deposit hard copy of the seasons documentation to the ACT Heritage Library,
- h) provide to CA an updated list of umpires who qualify for presence on the CA Umpire Honours Board,
- i) advise all clubs when a revised member contact list has been placed on the website,
- j) obtain and keep copies of any correspondence sent out by position holders of the council to external bodies to record keeping and inclusion in council meeting,
- k) maintain a file of all council, executive and scorer's committee minutes, inwards and outwards correspondence, and ensure this is available at all meetings of the council,
- l) Arrange distribution of documents for membership perusal prior to and at meetings as appropriate,
- m) Maintain a list of all members who have been presented with all Awards,
- n) pass copy of the Awards list to the Awards Committee Manager,
- o) obtain reports for CA Honour Board from Records Officer and pass to CA,
- p) Maintain, in consultation with the Treasurer, the Council's membership lists with contact details for current members, and
- q) Supervise the production of the Council's Annual Report. Council office holders and members are to give the Secretary their fullest cooperation with the production of the Annual Report.

## **Appendix I**

### **Duties of the Treasurer**

I.1 The duties of the Treasurer are:

- a) Provide input towards the formulation of the Council's budget,
- b) Represent the Council on the ACTCA's Finance Committee and in financial matters generally, and provide reports to the Council,
- c) Monitor accurate and timely payment of expenses by the Expenses Officer,
- d) provide copies of any correspondence to the Secretary,
- e) Provide reports on expenditure versus budget to each Council and Executive meeting, and
- f) Liaise with accounting staff at ACTCA and report to Council as required.

## **Appendix J**

### **Duties of the Scorer's Representative**

J.1 The duties of the Scorer's Representative are:

- a) Chair meetings of the Scorers' Committee,
- b) To represent the Scorers' Committee and the Council, and to report back to them on scoring-related matters,
- c) To arrange for scoring-related instructional sessions,
- d) provide copies of any correspondence to the Secretary,
- e) pass details on the number of approved days of scoring undertaken by scorer's
- f) To represent the views of those members of the Council who are in the Scorer category, and
- g) Liaise with the Treasurer and the Expenses Officer to ensure that payments of expenses to Scorers are accurate and timely.

## **Appendix K**

### **Duties of the High Performance Manager**

K.1 The duties of the High Performance Manager are:

- a) To recommend to the Executive, in consultation with the Umpires' Observer and Appointments Manager, the membership of the High Performance Panel,
- b) To monitor the performances of ACTC&SC umpires standing in First Class and Senior Representative matches,
- c) provide copies of any correspondence to the Secretary,
- d) To consult as required with the Appointments Panel regarding the membership of the High Performance Panel,
- e) Consult with the Umpires Observer, with a focus on First Grade umpires' performances and development,
- f) Liaise with CA and act as an information conduit between the Council and Cricket Australia on umpiring matters,
- g) To be an ex officio member of the Appointments Panel to provide advice on the appointments of members to the High Performance Panel and any feeder groups, and
- h) Duties as directed by Cricket Australia (CA) ACT CA and the Council,

## **Appendix L**

### **Duties of the Umpires Recruitment and Training Panel**

L.1 The duties of the Umpires Recruitment and Training Panel are:

- a) Oversee recruitment efforts and Level 1 and Level 2 umpire training courses,
- b) In conjunction with the other members of the Recruitment and Training Panel, develop and mark the annual revision paper and any other examination papers as may be required by Council policy. These tests and the exam for the new umpires' course can be wholly internally written, or in part of full obtained from whatever outside sources the Panel deems acceptable,
- c) Develop and conduct the Annual Seminar,
- d) provide copies of any correspondence to the Secretary,
- e) The Recruitment and Training Manager or a representative may attend the NSWCU&S Association Annual convention, and the costs associated with their attendance will be reimbursed by the Council,
- f) conduct new umpires training course in accordance with CA defined requirements, and
- g) brief external groups on matters relating to the Council's interpretation of the Laws of Cricket and/or ACTCA et al playing condition.

## **Appendix M**

### **Duties of the Scorers Recruitment and Training Panel**

- M.1 The duties of the Scorers Recruitment and Training Panel are:
- a) oversee recruitment and training of new members of the Scorers ranks, and
  - b) develop and conduct new scorers training courses.

## Appendix N

### Duties of the Appointments Panel

N.1 The duties of the Appointment Panel are:

- a) Ascertain the general availability of members for grade and other fixtures that require umpires in the forthcoming season,
- b) Identify which umpires require field testing and appoint them with appropriately experienced colleagues in lower grades,
- c) Ascertain availability of members for non-Grade matches,
- d) provide copies of any correspondence to the Secretary,
- e) Appoint umpires to grade matches, and any other fixtures as required in accordance with the rules defined in section **Error! Reference source not found.**. The Appointments Panel may decide not to appoint umpires whose performance does not merit further appointment. In such cases, notify the Executive of those umpires whose performance does not merit further appointment to matches in accordance with Section **Error! Reference source not found.**,
- f) Provide list of final appointment details to all matches to the Expenses Officer to act as check of claim forms received
- g) publish appointments to all umpires via eMail by Thursday night.<sup>21</sup>

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<sup>21</sup> Records officer does not need this as he needs to know actual standing not potential appointments.

## **Appendix O**

### **Duties of the Scorer's Committee**

O.1 The duties of the Scorer's Committee are:

- a) provide advise to the Executive in relation to the conduct, organisation and management of the Council's Scorer activities,
- b) appoint a scorer to be on the Awards Committee,
- c) provide copies of the meting minutes to the Secretary for file,

## **Appendix P**

### **Duties of the Awards Committee**

P.1 The duties of the Awards Committee are:

- a) to determine which umpires belong to which award group in accordance with the rules defined in Annex A,
- b) to notify all members of which group they are in and arrange for them to supply peer votes,
- c) to notify clubs for distribution to captains of the umpires in the three groups and arrange for them to send in their votes,
- d) the scorer's representative will gather and process the votes from all sources,
- e) to arrange for all awards as appropriate to be made and ready for the annual dinner as per section 10 of the Standing Minutes,
- f) after the dinner pass to the secretary a list of all who received award so they can update the records,
- g) obtain data from records officer on longevity award and determine any recipients for this award exists,

## **Appendix Q**

### **Duties of the Standing Minutes Review Committee**

Q.1 The duties of the Standing Minutes Review Committee are:

- a) undertake a review of the standing minutes, and
- b) submit either notice no changes are required or a new edition of the standing minutes to the Secretary by the end of the first week of June.

## Appendix R Duties of the Umpires Observer

R.1 The duties and responsibilities of the Umpires Observer are:

- a) Should view (but not necessarily stand with) each current practicing member once per season and new members at least twice a season. The viewing frequency is to increase should any umpire(s) consistently be adversely reported on by Captains, or if requested by the umpire concerned,
- b) Is to note, and as necessary, discuss with Umpires, their pre match preparation, on field performance and overall fieldcraft skills,
- c) Is to report back to individual members on their performance during the course of the season. This could be as simple as a quick word prior to meetings that all things are going satisfactorily,
- d) Is to note comments contained in Captains Reports on Umpires for matches other than representative matches, and as is necessary, discuss comments with either the Captain who prepared the report or the Umpire to whom the report refers, or both,
- e) Shall, as is necessary, discuss Captains Reports on Umpires with the Appointments Manager. Should the Observer be of the opinion that any umpire appears to be deficient in his/her knowledge and application of the Laws of Cricket or Competition Rules, corrective action should be agreed by the Observer, Appointments Manager and Recruitment & Training Manager, and the respective umpire will be briefed accordingly,
- f) Shall maintain a record of grounds visited and umpires whose fieldcraft etc have been viewed and at the conclusion of the season, raise a report to show the numbers of umpires observed and in which grades during the season as part of the Council Annual Report,
- g) Should view all Captains Reports on Umpires so that periodically, during the season he/she can monitor reports and can compare umpires performances,
- h) Shall liaise with the High Performance Manager in any of the above duties and requirements as necessary,
- i) Shall report general issues back to Council at meetings,
- j) Shall liaise with Captains on issues raised in reports on umpires,
- k) Shall be an ex officio member of the Appointments Panel,
- l) shall supply two written report on umpires per season,
- m) Or another Council representative may attend the NSWCU&SA Association Annual Convention, in accordance with SM 5.1.1c.

## **Appendix S**

### **Duties of the Expenses Officer**

S.1 The duties of the Expenses Officer are:

- a) Receive details of umpires standing in games to produce expenses 'bills',
- b) provide days stood details to the Secretary for publication in the Annual Report and the same data to the Records Officer,
- c) provide copies of any correspondence to the Secretary,
- d) pass days stood numbers at end of for and against rounds to records officer so awards can be determined,
- e) On appropriate months produce and supply to ACTCA billing documents for umpires expenses and invoices to clubs and other parties, and
- f) Provide detailed statements to members for each payment of expenses.

## Appendix T

### Duties of the Appointments Manager and Panel Member

T.1 The duties of the Appointments Manager are:

- a) Chair the Appointments Panel,
- b) be a member of the Awards Committee,
- c) to ensure that all appointments are carried out in accordance with the rules in Section **Error! Reference source not found.**
- d) Arrange for publication of appointments on the Council's website, "The Canberra Times" and other media, and<sup>22</sup>
- e) Liaise as necessary with the High Performance Manager, officers of Cricket ACT, et al.

T.2 The duties of the Appointments Panel Member are:

- a) to provide input to the appointment process,
- b) to produce and document the appointment of umpires for all matches starting in the next week period

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<sup>22</sup> Do we still publish appointments in the Canberra Time, if not then this reference must be removed.

## **Appendix U**

### **Duties of the Recruitment and Training Manager and Panel Member**

U.1 The duties of the Recruitment and Training Manager are:

- a) Chair the Recruitment and Training Panel and act as Law/Skills Education Officer and Law/Skills Examining Officer,

U.2 The duties of the Recruitment and Training Panel Members are:

- a) Assist with the recruitment of umpires,
- b) Assist with the preparation of examination and revision papers,
- c) Assist with the conduct the Annual Seminar,
- d) Assist in the teaching at the training courses,
- e) Aid in the marking of the examinations, and
- f) Conduct Laws Sessions at Council meetings.

## **Appendix V**

### **Duties of the General Liaison Officer**

V.1 The duties of the General Liaison Officer are

- a) Liaise with media for propagation of material pertaining to cricket umpiring,
- b) Obtain stories, events etc. from members to be used for media publication purposes,
- c) Review material to be published with the Secretary prior to publishing,
- d) Liaise with clubs, and other interested organizations as directed by the Secretary (for the Executive),
- e) provide copies of any correspondence to the Secretary,
- f) Arrange advertisements and other publicity for training courses, and
- g) Serve as the Assistant Secretary when required to in the absence or unavailability of the Secretary.

## **Appendix W**

### **Duties of the Records Officer**

W.1 The duties of the Records Officer are:

- a) Maintain records for all days umpired/scored based on the Longevity Recognition Awards section of these Standing Minutes,
- b) Maintain records of years of active service for all members,
- c) maintain records of matches officiated in accordance with the CA Honour Board rules,
- d) Provide annual updates to the CA Honour Board to the Secretary,
- e) provide copies of any correspondence to the Secretary,
- f) Provide up-to-date records for publication in the Council Annual Report, and
- g) Provide advice to the Awards Committee about those members eligible for recognition awards and possible nomination for Life membership.

## **Appendix X**

### **Duties of the Webmaster**

X.1 The duties of the Webmaster are:

- a) Be responsible for the management and updating of the Council's website (<http://www.actumpires.com>),
- b) Review and recommend any improvements in the structure and content of the website that may be desirable, and
- c) Other website-related duties as may be directed by the Executive

## **Appendix Y**

### **Appointments Process**

#### **Appointments Panel: Membership and Duties**

Y.1 The Appointments Panel will be informed of umpire qualifications by the Recruitment and Training Panel Manager. As a general principle:

- a) Umpires who have successfully completed the Cricket Australia Level 1 course may be appointed to non-representative junior matches or matches of a similar standard,
- b) Umpires who have successfully completed the Cricket Australia Level 2 course will be appointed to Grade matches or matches of a similar standard,
- c) Only Cricket Australia accredited umpires will be appointed to Representative games and tournaments, and
- d) Experienced umpires with no formal training may be appointed to games suiting their standard if they commit to undertake the next available training course.

Y.2 The Appointments Panel will appoint umpires to the following categories of games/competitions:

- a) All ACTCA run or endorsed games/competitions,
- b) All Cricket Australia games/competitions as requested (eg Women's U 17 & U19, Boys U15), and
- c) Other games/competitions as requested.

Y.3 The Appointments Panel will make recommendations to the ACTCA and/or Cricket Australia as to:

- a) The most suitable umpires to appoint to Cricket Australia games/competitions and other Representative games/competitions (eg Prime Ministers XI, Men's U23, U19, U17 & Impaja Cup and Women's National Cricket League and Twenty/20 Competitions), and
- b) The makeup of the High Performance Panel or any other Panel required by Cricket Australia

Y.4 The Appointments Panel will, in conjunction with the Recruitment and Training Panel Manager, identify career pathways for newly graduated umpires and umpires showing potential for representative appointments.

#### **Criteria for Appointments**

Y.5 The Appointments Panel will take into account the following attributes when grading and appointing umpires:

- a) On-field performance
  - i) Decision making,
  - ii) Field craft, and
  - iii) Teamwork,
- b) Interpersonal skills and relationship with captains, players, partner and scorers,
- c) Knowledge and accurate interpretation of the Laws, including the Spirit of Cricket, and knowledge and correct interpretation of Playing Conditions, including the Code of Conduct,
- d) Availability (including history), reliability and commitment to umpiring,
- e) Fitness
  - i) Physical
  - ii) Mental
- f) Resilience and ability to handle pressure,

- g) Presentation,
- h) Professional and positive attitude,
- i) Willingness to improve
  - i) Take the initiative
  - ii) Acceptance of constructive feedback
  - iii) Attendance at training and Council meetings
- j) Off-field performance
  - i) Contribution to post match meetings
  - ii) Timely submission of paperwork etc
- k) Cricket Australia Pathway considerations

Y.6 The Appointments Panel will consider the following issues when making appointments:

- a) Perceived and demonstrated ability of the umpire,
- b) Post-match facilitation and captains reports,
- c) Number of days umpires have umpired with a particular team and partner,
- d) New umpires standing with suitable umpires,
- e) Opportunities for emerging umpires,
- f) Priority of games and requests from the Grade Cricket Committee, and
- g) Personal considerations such as compatibility, transport, location and willingness to stand alone.

Y.7 Where Appointment Panel members are being considered for a particular appointment, they shall not be involved in the decision making process for that appointment.

Y.8 In cases where a vote is required to decide an appointment, the Manager of the Appointments Panel will have a casting vote resolve a tied vote.

Y.9 Appointments to semi finals and finals will be made on the basis of the Appointment Panel's season-long assessment of the performance and attributes of umpires as set out in SMs 4.2.1 and 4.2.2 above. Appointments will follow the principle of the highest ranking umpires officiating in the highest grade. The McCarty Medalist will, if available, be appointed to the Final of the First Grade two day competition.

Y.10 To be eligible for appointment to a Semi Final or a Grand Final in a particular Grade/Competition administered by the ACTCA, an umpire should have stood in one half plus one of the days played for that Grade (or higher grade)/Competition during the current season.

Y.11 The previous paragraph is provided as guidance for the Appointments Panel and may be disregarded by the Appointments Panel in exceptional circumstances, at its own discretion.