

**Minutes of the 2021 Annual Meeting of the National Umpiring Staff (NUS) of SNZ held at
Sportsville, Hutt Park, Lower Hutt,
Saturday 19 June 2021 and Sunday 20 June 2021 commencing at 10.03am.**

Present: Lindsay Edwards, Mark Porteous, Dave Beaumont, Rikki Thompson, Kevin Gorman, Gavin Shepherd, Wiremu Tamaki

Apologies: Eugene Gilbert (SNZ), Lance Brown

Opening: Wiremu offered the mihi whakatau and welcomed everyone. Acknowledged those that have passed away amongst the membership. Acknowledged Jeremy England's resignation as RDU Central and the work he has done for the NUS.

Notified bereavements: Terry Ratu, Tony Kaiaruna's stepfather, Heidi Leathart's grandfather.

1.0	Minutes of the 2020 Annual Meeting Confirmed as true and a correct record. Dave/Gavin	Action
1.1	Matters Arising <ul style="list-style-type: none"> • Acknowledgement that many activities have been idle and some that have not improved the service delivery of our activities <ul style="list-style-type: none"> ○ Strategic plan survey not actioned. ○ National tournament travel/accommodation details from SNZ given to TCUs too late in communicating to the wider membership. ○ NUS Think Tank with our female membership has been an agenda item for the last three years. This needs urgent addressing. ○ Distinguished awards awarded but not awarded to those who we identified as being a recipient. 	NUS to fix this immediately and address service levels with SNZ.
1.2	Strategic Planning <ul style="list-style-type: none"> • Robust discussion about the lack of planning for the next strategic plan. • The NUS acknowledges that there is urgency to survey our membership about our next five years. <p>Action:</p> <ol style="list-style-type: none"> 1. Commission a survey to the membership. 2. Results to be shared with the membership to seek further feedback. 3. Final feedback to be feed into the development of a new strategic plan by the NUS to be released by mid-January 2022. 	Action Rikki to commission a survey NUS to start planning for the next five years.
2.0	Reporting	Action
2.1	Northern Region – Mark Porteous <ul style="list-style-type: none"> • Report taken as read by the NUS • Last year's regional clinic was themed a 'Day at the Park'. A clinic that covered an umpire's day from preparation, being at the park, umpiring, debriefing and self-reflection. • Orange shirt programme has been successful guided by the leadership of Matt Sneddon and Kevin Sheehy in the region. The programme has generated lots of interest and is well supported by an innovative process of providing visual rule cards on the diamond fences. • Five umpires progressed through level two and three. • Regional clinic to be confirmed – mid September with Auckland tagged as leading the clinic. • Offer of Kevin Sheehy to other regions to tap into his sports science skills and experience. 	No action required.

2.2	<p>Central Region – presented by Gavin Shepherd, Assistant RDU</p> <ul style="list-style-type: none"> • Report taken as read by the NUS • Jeremy England’s resignation tabled and noted. • Original clinic in Wanganui 2020 cancelled due to Covid-19. • Regions took the opportunity to run internal clinics and invited members to attend • U15 and u18 regional tournaments were covered by the membership. There were some concerns about funding and accommodation. An acknowledgment to Ray Dyason for accommodating the crew for the u15 tournament. • Gavin provided an overview of the region. Common themes across the region are the development of training and leadership. • Recommendations for next levels – Tom Kingi L6, Ben Dyason L6. • Central regional clinic – Wanganui early September. 	<p>Action: UIC to reiterate to fraternity expected behaviours at tournaments via UIC messaging, tournament applications and via TCUs.</p>
2.3	<p>Southern Region – Dave Beaumont</p> <ul style="list-style-type: none"> • Report taken as read by the NUS. • Overview of Te Waipounamu. <ul style="list-style-type: none"> ○ Otago is progressing as well as expected and working alongside their team to grow umpiring in the region. ○ Timaru is progressing well and growing ○ Ashburton has some good growth. Softball is growing in the area. ○ Oamaru is a work in progress. Next regional clinic to be held in this area. ○ Blenheim has good age grade representation. Senior grades have dwindled. ○ Southland softball has good playing numbers and good growth in umpires. Progressing and growing well. ○ Canterbury is doing very well. Numbers are up and are fielding more enquires for umpiring and becoming an umpire. • Southern regional clinics – Oamaru and Nelson tagged for September. Dates to be confirmed. 	<p>Subsequent action – associations to ensure umpire areas are appropriately set up for both genders ensuring privacy.</p>
2.4	<p>Regional clinic themes</p> <ul style="list-style-type: none"> • Strike zone – supports the request from SNZ and the Think Tank group • Two-man mechanics – more focus required in this space as opposed to three-man mechanics. • Code of conduct – expected behaviours required at national tournaments. • Pitching - two second pause is the focal point for all illegal pitching. 	<p>Action: UIC to reiterate code of conduct via UIC messaging, tournament applications and via TCUs.</p>
3.0	<p>Tournament Chief Umpire Reports</p> <ul style="list-style-type: none"> • Reports taken as read by the NUS. • NUS members were extremely happy with the quality and quantity of information from our TCUs. • Themes <ul style="list-style-type: none"> ○ TCU frustration with appointed umpires not committing to the full period of the tournament. There is an expectation that appointed umpires are committed to the tournament. The NUS recognises extenuating circumstances, but this should not be the norm. We also recognise that at many tournaments we were short on numbers. ○ Unassigned umpire at a premier tournament <ul style="list-style-type: none"> ▪ The NUS recognised the use of an unassigned and lower-level umpire at the NFC and the perception it provided to our membership 	<p>Action: RDU to speak to one member, UIC to speak to the other</p> <p>SNZ to communicate travel and accommodation logistics to TCUs one month in advance</p> <p>TCU manual/SOP to be updated to</p>

	<ul style="list-style-type: none"> ▪ The NFC is our top tournament. Selection to this tournament will be by invitation focussed heavily on our senior umpires. ▪ NFC use of umpires outside of the assigned crew will be at the discretion of SNZ UIC. ○ Food allocation allowance <ul style="list-style-type: none"> ▪ Food allocation money for last year’s tournament was treated differently from our policy due to Covid-19. ▪ The NUS reaffirms that the policy for the food allowance should go to the TCU in the first instance. ▪ Feedback regarding food in the TCU surveys is feedback only to assist the NUS in process design and is not a reflection on the TCU. ○ Feedback Survey <ul style="list-style-type: none"> ▪ Suggestion to change the survey to Tournament Survey ▪ NUS agrees 	<p>include survey process ensuring the survey coordinator is copied in.</p> <p>Rikki to send surveys to TCUs shortly after their tournament, leave open for a specified period, collate feedback and provide back to TCU</p> <p>NUS to set up a Think Tank group with our female membership to discuss better outcomes for all our members.</p>
4.0	<p>Assessments Framework – Lindsay Edwards and Rikki Thompson</p> <ul style="list-style-type: none"> • Acknowledgement and timing of feedback and advice to candidates being assessed should be discussed earlier rather than at the NUS executive meeting. • Questions and weightings in the assessment framework require a review to ensure it is fit for purpose, current and relevant • Level Four Assessment discussion <ul style="list-style-type: none"> ○ The NUS agrees level four candidates to be assessed by a tier one assessor at the tournament and advised of the result at the tournament. TCUs to take the lead in advising candidates. • Level Five and Six assessment remains with endorsement at the NUS executive meeting. This is made up of a practical assessment plus input from local UIC and RDU. <ul style="list-style-type: none"> ○ The NUS agrees that candidates should receive their practical feedback from their tournament within two weeks of the tournament. ○ The NUS apologises to those that we have not performed this task for. ○ The NUS recognises that the practical assessment is only one part of the re-grading review which is discussed at NUS level. • Lindsay and Rikki will recommit to an assessor’s manual to provide assessors and candidates with robust guidance for their roles. <ul style="list-style-type: none"> ○ Alumni Team consists of Lindsay Edwards (Convenor), Kevin Gorman, Mark MacFarlane, Dave England, Cass Seeling and Ray Dyason. Agreement to add to the group will be by NUS recommendation. 	<p>Actions:</p> <p>Lindsay and Rikki to continue updating the assessor manual with the latest discussion points. This is a priority. LE and RT to send a draft manual to NUS for feedback.</p> <p>TCU and Assessor to work together in providing specific feedback to candidates. TCU to lead the discussion when giving feedback to the team. Assessor can give ‘drive-by’ specific feedback to candidate but not to engage in a full-on conversation.</p>

		Rikki and Lindsay to provide education and training for assessors to evaluate according to the requirements of the system manual.
5.0	Grading	Action
5.1	Grading Review of 2020/21 Assessments – Ratified and Endorsed <ul style="list-style-type: none"> • Sans Staiger level 3 to level 4 - approved • Himi Orupe level 3 to level 4 - approved • Sean McCormack level 3 to level 4 - approved • Chris Vercoe level 3 to level 4 - approved • Willie Sadlier level 4 to level 5 - approved • Chris Boyce level 4 to level 5 - approved • Keith Marsh level 4 to level 5 - approved • Casey Smeekes level 4 to level 5 - approved • Heidi Leathart level 5 to level 6 - approved • Jill Farquhar level 5 to level 6 - approved • Gary Tokoa level 5 to level 6 - approved 	Arrange certificates with SNZ (Eugene)
5.2	Recommendations for the upcoming 2021/22 season <ul style="list-style-type: none"> • Kam Kwong to be assessed for Level 6 • Sam Mickle to be assessed for Level 6 • Leon Hopa to be assessed for Level 6 • Heath Lyttle to be assessed for Level 6 • Michael Lee to be assessed for Level 6 • Kevin Sheehy to be assessed for Level 5 • Matt Sneddon to be assessed for Level 5 • Bridget Baker to be assessed for Level 4 • Tarsha Raina-Nash to be assessed for Level 4 • Mike McCaw to be assessed for Level 4 • Kieran Filer to be assessed for Level 4 • Jarrad Blay to be assessed for Level 4 • Matt Thompson to be assessed for Level 4 • Connor Lyttle to be assessed for Level 4 • Rob Flannagan to be assessed for Level 4 • Lucy Pearce to be assessed for Level 4 	WT to send invitations to candidates
6.0	F45 The NUS recognised the value of this tournament and the product SNZ is promoting to wider New Zealand. There is now a need to step up umpire representation to support this product with our top brass. <ul style="list-style-type: none"> • Appointments to national F45 play-offs and finals will be made by the SNZ UIC • At regional levels umpires from the region will be invited for appointment. 	
7.0	Rules Dave B provided a good overview of last year’s rules test and feedback will be shared with RDUs to share at the regional clinics or as the opportunity arises. <ul style="list-style-type: none"> • Videos and case plays were particularly good. 	Action: Dave B and Dave F to prepare rules test.

	<ul style="list-style-type: none"> • Recommendation for this year's test to limit it to 50 questions. Ten questions are video. • Stats show we had 170 people sit the test. L1-3 51, L4-7 62 • NUS agree to support the new regime • Prize to be offered, to the fraternity and one for the community. Two rules test. One general exam – open prize, one for the fraternity – umpiring apparel • Dates are the same, last week of August, 1st week of September 2022 for two weeks. 	
8.0	<p>General – Tournament Logistics</p> <p>The NUS discussed best practices for TCUs to manage running a national tournament.</p> <ul style="list-style-type: none"> • The TCU Assessor Manual Lindsay and Rikki have been assigned to design will include guidance on allocations, communications and overall leadership of managing a national tournament. 	
9.0	<p>Code of Conduct</p> <ul style="list-style-type: none"> • The NUS recognises the code of conduct document is robust and working well. • The NUS agrees that the Code should have more visibility in our tournaments and be revitalised as a living document as part of our application process and made more visible at the beginning of tournaments by our administrators. • A disciplinary committee has been formulated to manage complaints going forward. The committee is Lindsay Edwards, Wiremu Tamaki and Kevin Gorman. 	
10	<p>National Tournament Application Process</p> <ul style="list-style-type: none"> • Lindsay confirmed the tournament application process was successful last year given the pandemic and all timelines as discussed by the NUS to support budget constraints were met. • Lindsay confirmed that whilst Covid-19 changed the overall programme delivery last year, the umpiring programme met the requirements set by SNZ to cover those tournaments. • Unfortunately, the area of concern for members was the late comms from SNZ to TCUs appointed to managing a national tournament. Travel/accommodation detail were sent far too late to on-send to attending members. Members were unsure if they had been appointed or not and considered cancelling their leave because of no notice. • It was acknowledged that our local chief umpires need to take a leadership role with their members applying for tournaments and managing their expectations. Furthermore, local chief umpires to be proactive when there is a tournament in their backyard to seek out the TCU to provide support on the ground. • Acknowledgement to Lindsay for the awesome work that he has contributed over the past five years. • Succession planning now in place. Dave B to co-work the national tournament appointment process with Lindsay E providing support and checking • The NUS discussed at length the u15 regional tournament and the logistics of how this plays out in the up-and-coming season. Guidance comes from the region and requests for umpires will be managed between RDU and the region. • National tournament application process to be released in August/September. Dave and Lindsay to release the coms. • The NUS continues to recognise the distance umpires travel to national tournaments. Especially those who travel 45 minutes. The process will be mindful of those who are captured in this space and make suitable arrangements that are reasonable, safety focus and fiscally responsible. 	<p>UIC to send SNZ (Eugene) with appointed names of umpires to NFC, Men's and Women's open.</p> <p>UIC to send email confirmation to appointed umpires</p> <p>SNZ (Eugene) to arrange flights as soon as possible.</p> <p>Action point, NUS to re-established and reconfirm service level agreements for delivery of information to TCUs.</p> <p>Action for UIC to nail down Eugene and raise the level of service.</p>

10.1	Confirmed National Tournament Schedule - Identified and Appointed TCUs, Candidates and Evaluators						
2020/21 Tournament	Abbrv.	Park	City	Date/s	Tournament Chief Umpire	Candidates	
SNZ u19 Girls	u19G	TBC	Wellington	6-9 January 2022	Gavin Shepherd		
SNZ u19 Boys	u19B	TBC	Auckland	6-9 January 2022	Dave Beaumont/Tama Howard		
SNZ u17 Girls	u17G	Mizuno Ballpark	Christchurch	20-23 January 2022	Rikki Thompson	Kieran Filer, Jarrad Blay, Matt Thompson, Connor Lyttle	
SNZ u17 Boys	u17B	Colquhoun Park	Palmerston North	20-23 January 2022	Tony Kaiaruna/Ray Dyason	Bridget Baker, Tarsha Raina-Nash, Mike McCaw, Rob Flannagan, Lucy Pearce	
NFC	NFC	Mizuno Ballpark	Christchurch	10-13 February 2022	Lindsay Edwards		
NZ Open Men's Clubs Championships	MO	Rosedale Park	Auckland	15-20 March 2022	Wiremu Tamaki	Kam Kwong, Michael Lee, Kevin Sheehy, Matt Sneedon	
NZ Open Women's Clubs Championships	WO	Fraser Park	Lower Hutt	16-20 March 2022	Nicola Ogier	Sam Meikle, Leon Hopa, Heath Lyttle	
Div 1 Sec School Boys & Girls Championships	SSD1	Fraser Park	Lower Hutt	28 March - 1 April 2022	Ray Dyason		
Div 2 Nth Island Sec School B & G Champs	SSD2N	Resthills	Hamilton	29 March - 1 April 2022	Darrell Paul		
Div 2 Sth Island Sec School B & G Champs	SSD2S	Surrey Park	Invercargill	29 March - 1 April 2022	Leon Hopa/Dave Beaumont		
11	Pathways Framework						Action
	<p>As SNZ have redesigned their tournament programme, the Pathways Framework requires some tweaking.</p> <ul style="list-style-type: none"> • Framework to align to new tournament format i.e., u17s, u19s • Level 4 assessment now aligned to u17 grade • Level 5 and above assessments aligned to Opens • SNZ Level Four (SNZ Badge) is by NUS invitation and at the NUS meeting held June/July of each year. Regions can recommend with strong local association evidence and completion of the Pathways Framework and endorsement from their RDU. Recommendations by TCUs through TCU reports will be taken into consideration. However, UICs are responsible for recommendation to RDU. Minimum requirement is the completion of all Pathway Framework Levels 1 to 3. • The NUS reserves the right to deal with any issue not specifically covered or if there are any extenuating circumstances • Gav to liaise with Jill. 						Action – Gav to liaise with Jill on design, requirements, implementation and delivery.
12	Website						Action
	The website has been a space that has not keep pace with online delivery for our members. For TCUs it has been a repository for accessing documents to support tournament management and delivery. However, the space is in need of a dire make-over.						UIC to put out a call to the membership for website support

	<ul style="list-style-type: none"> An 'Expression for Interest' was put out last year for a member to take on the website with no interest. A call for an 'Expression of Interest will be sent again. For now, the website will be a repository space only 	
13	<p>Apparel – on diamond</p> <ul style="list-style-type: none"> Uniforms for umpires coordinated via Canterbury Softball. Dave B to send a coms to the membership regarding orders and timelines <p>Apparel – off diamond</p> <ul style="list-style-type: none"> Off diamond uniforms can be obtained via Dynasty. Members to order directly with Dynasty. Check their website for the catalogue. 	Action
14	<p>Awards</p> <ul style="list-style-type: none"> Distinguished Service Award (DSA) <ul style="list-style-type: none"> The NUS will recognise Dave B for the DSA and apologises for overlooking his award for the previous year and this year. Wu to contact all members to provide umpiring CV for DSA information UIC to advise members to put together their umpiring CV for upload to our website. Action points – provide a CV template for members and update DSA list. Lindsay appointed DSA convenor Lindsay to coordinate nomination process for DSA and present to NUS for review SNZ Umpire of the Year <ul style="list-style-type: none"> UIC to follow up with process and commence nomination process. <p>Presentation of certificates to be presented at regional clinics. SNZ (Eugene) to organise certificates for distribution.</p>	Action
15	<p>NUS Structure</p> <p>The NUS recognises that we have not followed appointment protocols for our positions. While we have reset the UIC role and aligned this to the appointment protocol we realise that our protocols need to be transparent and clear to the membership.</p> <p>The UIC is appointed in a two-year term. The Deputy Director of Umpiring is also on a two-year term. Selections for each role will follow SNZ election protocols in each alternate year according to the term.</p> <p>The RDU Central has resigned from their position. Expressions of Interest will be called for the position within the region and brought back to the UIC.</p> <p>The NUS agreed for the RDU roles to be advertise to the membership this year and ongoingly on a two-year term.</p>	Action
16	<p>Policies</p> <ul style="list-style-type: none"> There are five policies requiring renewal as they have expired - the grading, the annual test, the touring guide, the DSA and the bat test. 	Action UIC to renew policies and provide to NUS for review and endorsement via Zoom.
17	<p>Talent management</p> <p>The NUS discussed potential talent within the programme and supported a way forward for those to access this route. The NUS also discussed umpire performance of our membership and how we can support conversations to raise umpiring standards.</p>	Action RDUs to start conversations with local UICs to raise umpiring

		standards and where practicable, promote the Pathways Framework. TCUs to promote Code of Conduct at national tournaments.
18	<p>Round the House</p> <ul style="list-style-type: none"> • Online media – be careful about what you post online as it can reflect on our programme in a non-positive way. Members are reminded to be vigilant in this area. • F45 complaint received through the regional play-offs in Christchurch was not handled well at all and demeaning on his mana. An open apology to Dave Beaumont for the hurt and mishandling the process and an acknowledgement to him for bringing the matter to a close. • The tournament template for TCUs has been updated with colour coding. It would be good to have this shared amongst TCUs to support managing national tournaments. Lindsay and Rikki to obtain and share via the TCU manual update process. • The NUS wished Porty all the best on his Big O to Tokyo, Japan. While it has been a challenging time for Porty with the tough protocols as it relates to Covid, Porty is excited to be a part of the biggest event in his career. 	Action
	Meeting Closed Sunday June 20 at 2.30pm	