County Office and Hon Secretary Report

Date – 2nd February

Report compiled by Graham Crozier and Claire Sharpe

Key events, issues, and achievements

Have continued to meet with key personnel in county providing admin assistance and backup on projects to be run.

Continued to liaise with Directors, Chair and Secretary assisting them where required.

Current and impending issues, events, and work streams

CB Digital Systems - 942 forms have been received and processed so far this season. At the time of writing, 117 concussion reports have been submitted and where permissions are in place GRAS letters have been sent out.
At the time of writing 23 IPW forms have been submitted from clubs and these have all been followed up and where necessary advice and assistance offered.

As we move into the second half of the season, there have been catch up and planning meets with Age Grade Rugby leads (Andrew and Nicola), Womens and Girls leads (Ruth and Ben) and Comps lead (Craig) as there is a lot to organise second half of the season with cups, festivals and other events and new projects in the calendar.

Value the Volunteer now open for nominations – work now underway to organise this event held in conjunction with end of season presentations for league and cup winners. Nomination window closes 13th February.

Rep Rugby season well underway now and lots of in the background admin support being offered to the teams playing or just getting underway.

Catch ups with RFU staff have taken place too with Liam often now popping in when he is over in Northumberland. Met with Andrew and Liam last week.

Working with John Austin on “brand” – linking social media backgrounds to player headshot backgrounds so we have consistency across what we are doing. Very much developing this as we go having brought back the headshots, but working well together and keeping in touch.

The Office is now getting very busy as we reach the business end of the season, but timelines and deadlines are being hit. There may be delays with responses to mails – just down to volume of work and tasks being covered off, but phone always gets answered and whatsapps responded to!

Issues requiring Decision, Discussion or Dissemination

Discussion around changes to the County Match Programme. As no progress has been made, has been agreed with Chair and Secretary that this is now shelved and picked up again in the summer.