



British Caving Association

Minutes of BCA Training Committee held on Saturday October 1st 2011
at Staffordshire Council Staff Club, Stafford

The meeting commenced at 10:03.

1. Present

Graham Mollard (GM)	Training Officer
Tom Peacock (TP)	Chairman of National Co-ordinating Panel
Nigel Ball (NB)	Chairman of CIC Panel
Tom Redfern (TR)	ACI Rep
Nigel Atkins (NA)	DCA Training Officer
Brendan Marris (BM)	Cambrian Caving Council
Steve Holding (SH)	NAMHO
Damian Weare (DW)	BCA Secretary
Mary Wilde (MW)	Training Administrator

2. Apologies For Absence

Juliet Parker-Smith (JP-S)	Heads of Centres Rep
Idris Williams (IW)	Association Of Scout Caving Teams.
Peter Devlin (PD)	CDG
David Jean (DJ)	DCUC
Les Sykes (LS)	CNCC

Attendees all introduced themselves to the meeting before progressing to businesses.

3. Minutes 15th February 2011

The minutes of the last meeting were accepted as a true record.

4. Matters Arising

4.1 Finance

With reference to item 7 from the previous minutes (BCA Council Report), **GM** said that over the last few years about £16,000 profit from the training account had been transferred to the main BCA account. **DW** pointed out that the training schemes are intended to break even so in the next few years, some overspend would be sanctioned. Following a short discussion regarding finances, **GM** said that he will emphasise how much has been 'lost' from our budget at the next Council Meeting, and request that around £2000 is spent on a new training administration database. **TR** asked for the accounts to show clearly the income generated by the training schemes. **DW** added that the BCA would have absorbed losses had they occurred, therefore overspend would be appropriate.

4.2 New Committee Structure

With reference to item 8 from the last meeting (New Committee), **GM** expressed his appreciation to NAMHO, DCA and CCC for joining us t the meeting. However, at recent meetings regional representation had been generally lacking (with the exception of DCA). Some discussion followed but the topic was to be covered under agenda item 5.

5. Regional Councils

GM summarised the position regarding the amalgamation of Training Committee and NCP. He explained that the NCP covers LCMLA business and is attended representatives from each area panel. The NCP feeds into the Training Committee which should cover business relating to the wider caving community. However, in recent years (as mentioned previously) regional councils other than the DCA have not attended. NCP has often revisited Training Committee business and decisions. There had been a proposal, which was accepted, to combine the two committees. **GM** asked the meeting for their views.

A long discussion took place. To summarise, there were two conflicting views. Either the decision to combine the meetings should be upheld or the two meetings should remain but with tighter control over business increased efficiency.

SH added that combining the meetings may require constitutional change and that there is not enough discussion about club level training. **NA** agreed with this.

GM pointed out that there had already been an agreement to merge the two committees, which had been passed by a vote with all in favour bar one.

BM asked was available to support club cavers and what is the process to access this?

GM explained that requests could be made for grants to support training activities but that only one had been received from Cambrian Caving Council.

In general it appeared that there is a disconnect between regional councils and Training Committee which had developed over time. The Training Committee was not able to focus on regional issues due to lack of attendance but conversely the regions do not feel that Training Committee offered them support.

SH would be willing to attend more often if the meeting was held at the weekend and as long as NCP business did not dominate the agenda.

GM stated that having voted for a merger, a further vote would be required to reverse that decision. He proposed that we retain the current structure for a 12 month trial period.

TR felt that setting a trial period would not work and **GM** withdrew his proposal.

DW said that having a multi-layered structure could aid decision making but can make it harder to achieved good representation or get business concluded.

SH felt that the key was strong chairmanship and **DW** said that the development of a BCA Standard Manual of Operations should help.

A further discussion then took place in which it was suggested that some events should be put on to encourage regional participation. **GM** asked **DM** if CICs could be paid to deliver such events and **DM** said they could. **NB** and **SH** will set up an event to coincide with the NAMHO conference this year and also **TP/BM** would devise a suitable event for South Wales. **NA** is already covering Derbyshire and **NB** is in discussion with CNCC about training for club representatives.

Although no formal vote was taken the meeting appear to agree to continue with both meetings for now.

6. Site Specific Assessments (SSAs)

GM introduced this item by explaining that there is evidence to suggest some leaders avoid revalidating awards by obtaining long term site specific assessments and that the situation regarding AALS may serve to exacerbate this situation. **NA** asked if there were base line rules for technical advisors and **GM** said that nothing formal was in place. He added that SSAs where non T/A CICs were issuing SSAs, they were effectively carrying out Level 1 LCMLA assessments. He added that this was one reason he once proposed a Base Level 1 award.

TR said that for caving, the CIC award is recognised but that is not underpinned by legislation. **TP** thought that one aim was for us to encourage people operating using SSAs to enter the LCMLA scheme. **TR** questioned whether there was really any problem - had accidents taken place? **GM** responded that accidents had not occurred but still felt that such leaders should be within our scheme. He added that the HSE was currently looking into the development of a code of practice for technical advisors.

After further discuss the meeting concluded that two issues were at stake. Firstly due to inconstancy in delivery of the Technical Advisors role, a code of practice is required. Secondly a set of guidelines is required for issuance of SSAs. **GM** added that this is to be discussed at NCP on Monday.

7. Requirements Post AALS

GM explained that the HSE had made three proposals regarding the void left post AALS but that only one was viable. Only a very short consultation period was allowed and two representatives had been selected to cover all our related sports. **Isobel ?** will represent water sports and John Cousins from the MLT will represent us. The outcome could be even more expensive than AALS but we will have to wait to see. **TR** was asked if he had anything to add. The only other option was to have a code of practice but this was generally not thought to be an effective solution.

8. CIC and NCP Reports

As no NCP had taken place since the last TC meeting, **TP** said there was nothing to report direct from NCP. However, he did say a contact is now in place who will act as liaison between us and Sennybridge. The Army use caves in a different way to ourselves but if either party wish to raise and issue they will be able to do this via **Neil ?????**. This will also allow us to share information about cave conditions such as loose boulders. It is possible that we might invite Neil to join the TC.

NB gave a CIC report. He said that only two meetings had been held this year. Edition 2 of the CIC handbook is nearing completion. Samples of home research papers are required as an appendix. Once amendments had been made the draft would need to be proof read by **DW**. **DW** explained that the BCA was very thorough regarding publications but a policy is being formulated that may help reduce the complexity.

NB then delivered statistics relating to the CIC, which are appended to these minutes.

9. Council and AGM

9.1 GB Complaint.

GM had reported at Council details of a recent complaint from Charterhouse Caving Company regarding a breach of access rules at GB cave, and that an official warning had been issued. **TP** thought there was a further related issue regarding BCA insurance. It was thought that the complainant was insured by the BCA but refuses access to GB cave for LCMLA leaders for training purposes. It transpired that the complainant is an associate member and does not have BCA insurance.

This issue triggered a general discussion on access rules and the use of caves for 'commercial' training, particularly in Wales and Mendip. **DW** said that access for training purposes is not necessarily commercial. He asked if **GM** would open discussions on the issue with Cambrian Caving Council.

Returning to the original complaint, **GM** noted that the ACI had concerns regarding the lack of a formal discipline process. **DW** added that this is to be addressed.

9.2 Training Officer

GM announced that he would be stepping down from his role as Training Officer at the Council meeting on 15th October. He gave various reasons including lack of support from Council and elsewhere. He proposed that **NB** becomes caretaker Training Officer until the next AGM. **DW** added that they would like the advice of the Training Committee when the time comes to make that appointment and that he hopes the Graham will receive a formal vote of thanks from Council. He noted that **GM** has had to operate with little guidance on difficult issues. The Council are well aware of this and are trying to tighten up process for the Training Officer.

DW asked the meeting for its views on who might take over – both short term and long term. **GM** said that it must be someone who understands how the committee operate and should be a TA. **GM** recommended **NB** as he has good experience of the system, has been chair of CIC panel for some time and has been on the Northern Panel for many years. He is level headed and diplomatic. **NB** is willing to take on the role but will have to step down as chair of CIC. Phil Baker is willing to take on this role. Council will need to ratify these changes. The Training Committee agreed to support both **NB** and Phil Baker in these matters.

TR then proposed a vote of thanks to **GM**, which was supported unanimously.

GM thanked the meeting and agreed to support the new officers in any way possible.

9.3 New TAs.

TP has now completed the requirements to become an L2 TA. **GM** has been accepted onto the Derbyshire panel.

One probationary TA has been suspended for a year for failing to attend a TA workshop within three years as required. He has been told that he will be reinstated if he gains notes of support from his ALO and one other panel member, and also attends a TA workshop.

10. Grants

NA had the following requests for grants.

- Chesterfield Caving Club SRT workshop
- Chesterfield Caving Club Training Officers workshop.
- DCA Training Officers workshop
- DCA Introduction to SRT workshop
- DCA Dry Stone Walling workshop

These were all accepted. **NA** added that he is also considering setting up a Cave Photography workshop in the future.

NB asked if constituent organisations could apply for grants and **GM** said that they could.

11. AOB

11.1 Long Churn Incident

GM summarised the recent incident in Long Churn and the consequences. He stated that basically the two L2 leaders concerned had failed to acquire an appropriate weather forecast. They had good past records but had been caught out by rising water. **TR** expanded on the incident and there followed a discussion. **TR** maintained that the leaders concerned had been negligent. **GM** explained that he had consulted with NCP, **DW** and the AALS inspector in order to make a decision on what action should be taken. AALS had already agreed that they should attend a flood awareness course run by Dave Gallivan. This course was new and had not been observed by any TA from the BCA.

GM pointed out emphatically that he had nothing to do with selecting the course offered by Mr Gallivan. **TR** felt that the Northern Panel had been unaware of full details of the incident and that they should have been more involved. **GM** said that all ALOs had been made aware. The main issue was that AALS had presented the BCA with a fait accompli. **GM** is to write to Marcus Baillie to raise our concerns.

GM requested approval for **NB** to attend as observer when Mr Gallivan runs his course, and for the BCA to pay any fee. **DW** agreed that any fee would be paid.

TR added that suspension of an award is a serious sanction and it would have been more appropriate for the action to have been decided by a disciplinary panel. **DW** reiterated that the BCA is to address the lack of clear disciplinary process.

12. Next Meeting.

18th February
8th May
15th September.

There being no further business the meeting closed at 13:36. (The action register was not reviewed).

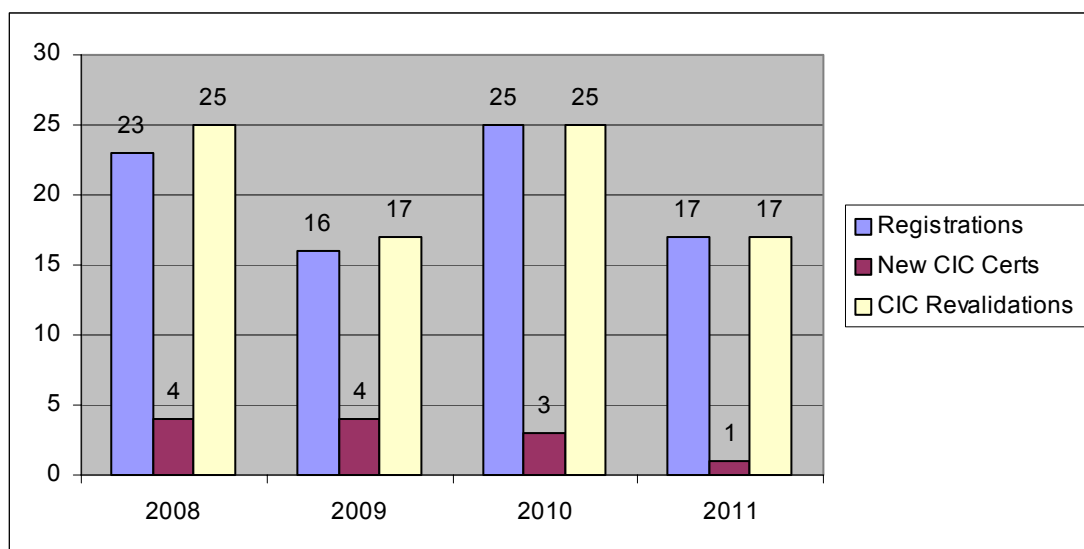
Training Committee Action Register

No	Action	By	Deadline	Done
	15/02/2011			
001	MW to remove the wording 'Abseil For Group and SRT For Leader' from all Level 2 certificate masters.	MW	ASAP	
002	MW to add an option on the S4B form to allow T/As to select 'training excluding SRT skills'.	MW	ASAP	

003	GM to send a survey of the Manchester/Goyden system to MW for the flooding document	GM/MW	ASAP	
004	GM to feedback the decision on CIC training exemption to the candidate in question	GM	ASAP	
005	MW to set up the new CSR booking process	MW	ASAP	
006	MW to carry out an enhanced publicity drive regarding the new revalidation process.	MW	ASAP	
	01/10/2011			
007	NB/SH to set up a BCA event at this years NAMHO Conference	NB/SH	ASAP	
008	TP/BM to set up a BCA event for S Wales	TP/BM	ASAP	
009	GM to open discussion with Cambrian regarding access for LCMLA leaders	GM	ASAP	
010	GB to write to Marcus Bailie regarding Long Churn incident concerns.	GM	ASAP	

CIC Statistics 30/09/2011

	Registrations	New CIC Certs	CIC Revalidations
2008	23	4	25
2009	16	4	17
2010	25	3	25
2011	17	1	17



Revalidation workshops booked through to September 2012. Next TA on list is Rich Hill.

Friday 11 th November	30/09/2011	Phil Baker – Tel: 01433 651594 Hagg Farm OEC, Bamford, Derbys. S33 0BJ Email phil.baker@nottscg.gov.uk
2012		
Saturday 11 th February 2012	31/12/2011	Nigel Ball Tel: 01274 588479 Mobile: 07973 886861 email: nbt@blueyonder.co.uk 23 Farfield Road, Shipley, Bradford, BD18 4QP
Sunday 20 th May 2012	08/04/2012	Dave Elliot Tel: 01729 823984 email: speleo@ukonline.co.uk Stocks Tree Cottage, The Green, Langcliffe, SETTLE, N Yorks BD24 9NN
Saturday 29 th September	18/08/2012	Tony Flanagan Tel: 015242 41210 email: anthonyflanagan1@btinternet.com Ffrancon, Thornton-in-Lonsdale, Ingleton, Via CARNFORTH, Lancs LA6