

Present:	Graham Mollard (GM)	Training Officer & Chair
	Dena Proctor (DP)	ALO - North Wales Panel
	Tom Peacock (TP)	ALO - South Wales Panel
	Barry Albutt (BA)	Combined Services
	Tony Boyle (TB)	ALO - Northern Panel
	Dave Baines (DB)	ALO - Derbyshire Panel
	Tony Smith (AS)	ALO - Southern Panel
	Karen Slatcher (KS)	Training Administrator

The meeting commenced at 10:10 am.

1. Apologies for Absence  
None.

2. Minutes of the meeting held on 16 December 2006

2.1 4./6. Now MLT UK, rather than MLTE.

3. Matters arising from the minutes

3.1 5. Revalidation out of area - It is not possible for a Trainer/Assessor (TA) to work out of area on a revalidation, but it is possible for candidates to revalidate in any area.

The TA assessing an out of area candidate needs to contact a TA from the candidate's area to check on issues such as access and dangers for the candidate's sites. This TA's name must also be put on the new Section 4B.

3.2 4.7 Forest of Dean Panel - The South Wales Panel had a meeting a fortnight ago and TP wanted SW Panel's ideas of what they would do in the event of the Forest of Dean Panel ceasing to function. Des Marshall said that they are still active and that there is a communications problem. The South Wales Panel agreed that if necessary they are happy to take over, but they do not want to push the Forest of Dean Panel into closing if they can sort this problem themselves.

TP to contact Steve Tomkin about his e-mail address, etc.

NCP proposed that we support Forest of Dean Panel but there is a requirement for them (indeed all Panels) to attend two out of three NCP meetings per year.

Proposed by DP, seconded by DB - all in favour. TP reminded all that an ALO can always send another panel member to NCP as his/her representative.

3.2 4./6. MLT UK - Steve Long of MLT UK has been invited to attend Training Committee and GM has asked Tom Redfern to represent us as Training Committee rep at MLT UK.

3.3 6. LCMLA Handbook - These have now run out. After this meeting and a few final changes, it will be going to print. A larger print run than before has been agreed as the price is much better.

3.4 6.1 Technical Advisor - This position is being covered by GM as Training Officer.

3.5 6. Out of Date Candidates - If a candidate's revalidation is over twelve months out of date, their logged experience must be checked, more experience gained if necessary and they must then do a Core Skills Day reassessment, which will count as 5 year revalidation. In agreement with GM, KS sends out a form Section 4A showing what has been agreed with the Training Officer, so that the TA assessing them can check this from their logbook.

3.6 6.3 CIC Mines Module - This is still only a paper exercise at CIC level. The CIC Panel agreed recently that it would remain so, although GM didn't agree. Tony Boyle said that the Northern Panel have taken on Nigel Ball as their Cave and Mine TA. AB also put forward an offer to DB for him to join the Northern Panel, primarily as a mines assessor - to attend one meeting per year (at Ingleborough Hall at present).

3.7 6.4 Training Comm agreed that CIC probationers should work with two different TAs.

3.8 8. Try Caving - All events booked ran, except for DB's, which had to be cancelled at the last minute. Tony Smith had one complaint that he felt embarrassed that his 'enthusiasts' phoned a couple of days before the event, to ask what was going on and he did not realise that he was meant to be co-ordinating it all. The date was set up between AS (Tony) and GM but as a list of candidates had not been sent AS did not realise that he needed to be proactive to get people to turn up. GM insisted on lists of people. DB said that his event was a block booking for a school, but he had thought that the events were meant to be for individuals. Events which were run by GM, AS, Nigel Atkins and Graham Derbyshire were all successful.

#### 4. Home papers

4.1 DB reported that Nigel Ball was unable to attend the last Derbyshire Panel meeting, so there is no feedback at this time.

4.2 Other Home Papers - GM asked for volunteers for a working party (2 people) to pull these together for the next meeting. He would like a big bank of papers for TAs to work from. BA offered to send papers from Combined Services as well. All ALOs to send whatever papers they have.

Barry Allbutt and Tony Boyle volunteered for working party as in same area.

#### 5. Geology, Karst booklet

5.1 TP said that either Richard Hill or Andy Lewington have done some work on this and were going to sort it out. GM would like a colour A4 triple fold to send out in the initial registration pack, expanding on what is in the LCMLA Handbook and ensuring that it does not duplicate something BCRA already have. DP recommended Tim Fogg's book and suggested that he would probably be amenable to us using some of the information or open to putting it together for us. TP said that he uses John Forders' notes. GM also recommended Lizard (Dave Elliot's) "Origin of Caves".

TP offered to liaise with Richard Hill and also speak to Nigel Ball.

#### 6. Weather booklet

GM asked DB if he was happy to do this. GM said that Chips Rafferty has a lot of material already, including most of Des Marshall's information (which DB produced in the first place!). BA has a PowerPoint presentation, which could also be useful.

BA to send weather PowerPoint presentation on CD to DB.

#### 7. Porth yr Ogof

7.1 The MOD contacted GM a couple of months ago about the latest Porth yr Ogof enquiry, wanting BCA to sit on the enquiry to interpret the technical information that was being given to the enquiry board, who would be amateurs as far as caving went. They would not be expected to say what was good or bad practice. GM dealt with that and approached Juliet Parker-Smith as a CIC and TA, but one of the people under investigation objected as he knew her, although she said not. GM then approached Nigel Ball, but his Head was unhappy with him taking five days off work for the enquiry and so it was left. The MOD have never got back to GM and the enquiry was last week, so GM does not know whether anyone attended or not. TP believes that Pete Blackburn attended.

This came up strongly at the BCA Council meeting on 9 June, mainly from Owen Clarke and Mick Day. It was agreed that we should be looking at producing a booklet/fold-out of what is good practice, minimum practical experience necessary etc. TP, Juliet Parker-Smith and many of the South Wales Panel have reservations about this idea as it could be seen as something that encourages

people to do the Resurgence. However, producing something shows that the BCA/South Wales Panel have done something about the problem.

TP/JPS decided that they should discuss the issue as a Panel and then come back to NCP. Something can then be put together that can be given to a graphic designer to publish and this can be sent to the South Wales Councils, information centres, caving shops and in Porth car park - saying specifically that it's not a show cave, it's a cave for cavers. Check out deep water advice in Irish Scheme, Speleological Union of Ireland (SUI) covers northern and southern Ireland (Tim Fogg runs the scheme). GM to email a copy of the SUI information he has to all ALOs. It is possible that there will be a CIC course in Ireland next year. Marble Arch has a potentially similar problem to Porth yr Ogof - a trainee CIC from South Wales nearly drowned in deep water in Marble Arch. BA said Chips Rafferty has done some work on Negative Buoyancy, and there are other MOD documents. It was agreed that a buoyancy aid is essential a wetsuit a good idea or at least a rope available - need a minimum of two of the three.

TP and JP-S are in the process of putting a draft document together for South Wales Panel to discuss and then give to NCP.

7.2 Assessments in Porth yr Ogof - TP reported that South Wales Panel are still unhappy with having to write "deep water included" on a candidate's Section 4B. They believe that if a cave is named a candidate can go anywhere unless you 'exclude an area'. More discussion regarding PyO and KS pointed out that Idris Williams, the previous Training Officer, had instructed her to add 'excluding deep water'! NCP agreed a compromise - it was agreed that a Section 4B must state 'including' or 'excluding deep water' for PyO and if it does not, the Training Administrator will need to check with the TA involved.

7.3 Lists of Level 1 and 2 Caves - KS said that she has been collecting lists of caves because names and descriptions vary from TA to TA. KS to circulate the lists she has to date.

## 8. Chair of NCP Replacement

8.1 GM said that it was time for him to resign as Chair of NCP. He said that he had discussed two people at Training Committee and checked with Council. He had asked TP to take on the position of Chair to attend NCP and Training Committee and he has accepted. GM gave his thanks for everyone's help. DB gave thanks of behalf of NCP to GM for his time as Chair. It was agreed that GM would complete this meeting.

## 9. Final info on Revalidations

9.1 4.3.7.1 j) "Workshop directors will be responsible for the collection of the workshop fees including the BCA administration fee and forwarding them to the TASP." This only happens with revalidations, at the moment, but it may possibly include training courses in the future.

9.1 4.3.7.1 k) - In-house Courses - Training Committee had added an extra point reading "Trainer / Assessors may run in-house revalidations provided they have received prior consent from the Training Officer" Several people were unhappy with this and it was agreed that it should be taken out again. If anybody objects to this they will have to raise it again at Training Committee and GM will, if necessary, take it to Council in September. In short, only Panel-based open course revalidations going through the ALO can be run.

### 9.2 4.3.7.2 - Providing Revalidation

a) Evaluation Forms are already in use by various organisations - ALOs to email forms to all NCP.

b) "Seek advice/agreement [with candidate] on presentation topic" - It is mandatory to review a candidate's logbook, but it is a suggestion to do presentation and this is up to Assessor. It may take the form of a group

discussion or a presentation by the Assessor, not necessarily a presentation by the candidate.

9.3 Derbyshire Revalidations - A couple of TAs have said they will not run revalidations this way, but the Training Officer said that it was a BCA scheme and NCP had discussed the changes in revalidations which Training Committee endorsed and therefore they are now BCA policy.

## 10. Hidden Earth

10.1 This is to be held on 22-23 September at Tewkesbury School, Gloucestershire. GM said that he is looking for someone from that area to run SRT training in the gym at the school. Richard Hill ran it last time. DP offered her assistance for Saturday.

GM is also looking for someone who knows the Clearwater Iron Mines or other novice caves, possibly Symonds Yat. AS to approach John Crowsley, Andy Sparrow, John Elliot and Steve Tomkin and also negotiate with Jonathan, owner of Clearwater, for access. Could be for one day or both. These need to be advertised soon, so that people are aware of the trips before the weekend. DP to send surveys for Symonds Yat Caves.

## 11. ALOs Report

### 11.1 Derbyshire

They have appointed three new probationary TAs - Phil Baker, John Geeson and Adam Evans and these were approved.

BA asked what requirements there are for a CIC becoming a TA. GM responded that there is a recommendation that they have five years working as a CIC. They can only start collecting signatures once they are approved by NCP.

AB said that Northern Panel requires that the person wanting to become a TA has observed the panel workings for a couple of meetings before their apprenticeship starts.

Mark Williams has done Level 2 training and did Core Skills Module 3 in January 2006, but is now over 12 months. GM/KS to send Section 4A.

### 11.2 Forest of Dean

No report.

### 11.3 Northern England

Nigel Ball added as Mines Assessor.

Offer to DB to join Northern Panel, which he accepted.

Appointment rejected of someone as a specialist for mines, but who has no CIC and is looking for exemption.

Dates for revalidation Workshops given to KS. KS to add dates to list and website.

### 11.4 North Wales

Dave Carlisle visiting on 25 September for 5 days.

Pandora Mine has been closed as the landowner is upset because more groups have been using it.

Rhiw Bach Slate Mine close as of today.

Wrysgan Slate Mine is now not safe as a through trip.

Next courses in early September and December.

Meeting in a couple of weeks.

### 11.5 Southern England

Robbie Warke, who had been TA for Southern Panel, reapplied for be reinstated. GM said that he had caused some embarrassment to the scheme and he withdrew from the panel. Many of the panel were not aware of the history and felt his judgment was harsh. NCP decided that he should be allowed to reapply, but he must retake all elements as though applying for the first time. Southern Panel felt that this was a Panel issue, not a BCA issue, because they did not know the history, but GM disagreed. GM to send letter to Panel explaining the historic situation.

11.6 BA asked if there is a disciplinary action. GM replied that this would normally go via the ALO, then the Training Officer, if it still cannot be resolved, it would then go to Training Committee, and finally the Executive Committee.

#### 11.7 South Wales

Most issues, i.e. PyO and Forest of Dean Panel issues already covered. Some South Wales Panel members, JP-S and AL, felt that attending a CIC Training course and doing Level 2 Training should count as a 5 year revalidation. NCP rejected this.

#### 12. Any Other Business

12.1 BA - Ripon Facility - Where he works in Ripon they have an activity hangar and he could open this up for TAs to use their facilities, SRT, tunnels etc. On revalidation work would be fully insured by BCA. GM said Tom Scar, the Manager there, has said we can use it. GM/BA to talk to Tom re children's group.

12.2 BA: Trainers' Manual - They have a manual of all the courses they run, which has taken two years to put together.

12.3 DB: LCMLA Mines Award for CICs - When attending a CIC Revalidation, DB revalidated the Level 2 LCMLA Mines Awards of two CICs on the course. Was this right? GM to think about this and raise it with CIC Panel.

12.4 GM: Canyoning/Gorge Walking Scheme - GM has been appointed to the Adventure Activities Industry Advisory Committee (AAIAC). A canyoning/gorge walking scheme is being presented by Scottish Rock & Water Scheme, which closely resembles the LCMLA and CIC schemes. Level 1 river walks/stream gorges, Level 2 more vertical skills. Marcus Bailie spoke in favour of it. GM discussed the issue with Tom Redfern last night and he still feels it will not be a problem, but GM does not agree. GM has said to Dave Horrocks of Scottish Rock & Water that we will liaise and he intends to email Steve Long of MLT UK. GM asked DP to look at what is transferable from other certification and what exemptions could be given.

12.5 GM: Manchester Hole - For information, GM has received permission from Council to respond to the HSE document circulated on flooding in Manchester Hole. Responses will come from BCA, ACI and, hopefully, Joint Services.

#### 12. Dates and place of next meetings

10:00am Monday, 8 October 2007

10:00am Monday, 4 February 2008

10:00am Monday, 9 June 2008

The meeting closed at 1:30pm.

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070615 NCP Mins

British Caving Association

Minutes of the National Co-ordinating Panel held on Friday, 15 June 2007

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