

Present:	Graham Mollard (GM)	Training Officer & Chair
	Tom Peacock (TP)	ALO - South Wales Panel
	Dave Baines (DB)	ALO - Derbyshire Panel
	Tony Smith (AS)	ALO - Southern Panel
	Dena Proctor (DP)	ALO - North Wales Panel
	Tony Boyle (TB)	ALO - Northern Panel
	Steve Tomalin (ST)	ALO - Forest of Dean Panel
	Karen Slatcher (KS)	Training Administrator

The meeting commenced at 10:05am.

1. Apologies for Absence

Barry Albutt (BA)	Combined Services
Steve Long (SL)	Secretary, MLT UK

2. Minutes of the meeting held on 15 June 2007

- 2.1 3.2 Forest of Dean Panel - Should be Steve Tomalin, not Tomkin.
- 2.2 3.7 Training Committee - Should be probationary Trainer/Assessors, not CIC probationers.
- 2.3 10.1 Hidden Earth - Again should be Steve Tomalin, not Tomkin.
- 2.4 10.1 Hidden Earth - Action - should be DB, not DP. Too late to send surveys for Hidden Earth now.

3. Matters arising

3.1 Try Caving - Forest of Dean - There were two well-attended days run by Steve Tomalin, Greg Jones and others from FoD CC.

3.2 12.3 LCMLA Mines Award for CICs - There is no other procedure for revalidating the CIC Mines Award at the moment, so it was fine for DB to do this, indeed any Mines Assessor can. CIC Panel need to discuss this, but there has not been a meeting since the last NCP.

3.3 10.1 Hidden Earth - DP attended on the Saturday to do some novice SRT, but had no customers.

Also there was no space allocated for this activity. She suggested that another time this is advertised beforehand. GM thanked DP, on behalf of BCA, for offering to do this and apologised for the activity not being advertised or given the proper space to run it.

ST was unaware of any novice underground trips taking place over that weekend.

3.4 12.4 Gorge Walking Scheme - DP has put something together.

3.5 9.1 In-house Courses - If a TA works at a centre and there are instructors who need revalidating, it is possible to run courses in-house but only if the Training Officer is informed first. He will give a TA permission to run an in-house course, but if the panel in that area have a rota system, that TA will be taken out of the rota. Also the centre will not get financial preferential treatment, the cost will still be £65 per candidate.

TP said that one member of South Wales' Panel, felt that £150 not enough.

At present, the fee for the venue has to be covered by the TA. GM hopes there may be some minimal support for room expenses, but there will not be for travel expenses.

3.6 Rory Gregory, from the Derbyshire panel is now barred as a TA because the 12 month period

following his 'valid until' date ran out in June. He is a life CIC, but needs to revalidate because he is active.

3.7 11.5 Robbie Warke - GM still to send a letter to the Southern England panel re Robbie Warke.

4. Chair of Training Committee's report on last meeting

4.1 NCP Minutes - In future these will be circulated to Training Committee members and Training Committee minutes will go to NCP members.

4.2 5.3 Terms of Reference - TR suggested that terms of reference are put together for the various committees so that all are clear what their remit is.

4.3 Steve Tomalin - See AOB.

4.4 Revalidation out of 12 months - If someone comes to revalidate and their qualification is over 12 months from the 'valid until' date, GM wants to see their logbook pages to check relevant experience since their last assessment. GM will then issue a Section 4A via the Training Administrator.

4.5 Evaluation Forms - We need to be clear on what is being evaluated, the content of the course and/or the course/workshop delivery.

4.6 Canyoning/Gorge Walking Scheme - DP presented a draft paper aimed at probably the more commercial centres hiring younger, less qualified staff. GM thanked DP for putting this document together. This scheme will not be set up unless/until there is a demand for it. People to train this scheme would be drawn mostly from a mountain or cave background, from the caving side using TAs

who are fast water qualified as well. It would run as a 'local' scheme, like the LCMLA. People involved in the caving scheme are much more aware of conservation/access etc.

4.7 CIC Training Course Length - It was agreed that this should be extended from 3 to 4 days. All Level 2s coming forward for CIC training MUST have done SRT for Leader before attending.

4.8 CIC Assessment Process - Currently the TA makes a judgement to pass or fail a module and for each module this tends to happen in isolation. Nigel Ball's proposal is not to change the content but to have a more formalised process using a scoring system to identify the skills, knowledge and proficiency for each module, ie 4 inadequate, 3 \_\_\_\_\_, 2 good, 1 outstanding. Training Committee felt that this may work better with 1 being inadequate to 4 being outstanding.

TR agreed in principal but suggested that maybe a numerical system is not the way to go and that using 'pass', 'fail', 'weak' etc might be an improvement.

Training Committee were all in agreement for Nigel to go ahead with this.

5. Home papers

5.1 TS, DP, TP and DB passed information on to TB. The proposal is that once TB and BA have pulled all the information together, it is circulated to all TAs. GM felt that there was no problem for

information being added to the website so that candidates can see the sort of questions they will be asked, or at least sample questions. DP proposed that a sample paper is posted on the website for candidates to view, all agreed.

## 6. Geology & Weather booklets

6.1 Geology/Karst booklet - There appears to be some confusion as to who is pulling this booklet together. A decision needs to be made on what the minimum information should be that is expected

from a candidate being assessed and what is 'extra'.

TP to get anything that Richard Hill has to GM to co-ordinate. TP to contact Tim Fogg to ask whether we can use information from his book and also to ask if he would like to write it (for free!).

6.2 Weather & Flooding booklet - DB brought a thesis from his Cert Ed as a starting point, a lot of which was drawn from Rick Halliwell's book Caves & Caving. He said that he would like to add anecdotal evidence (ie Lancaster water up to Fall Pot) and more pictures, which are copyrighted. He also suggested that the document focuses on flooding, so the weather side is quite weak - all ALOs to suggest bullet points for DB to complete it.

TP said that candidates need to know what the minimum knowledge is. He produced a book called "Hill Walking" written by Steve Long, a handbook for walkers, which has a chapter on weather that may be of use - he lent this to DB.

There was some discussion about what the minimum knowledge should be. TS asks candidates to bring a recent forecast and explain how this may affect conditions underground. GM expects more information about weather patterns, ie cold or warm fronts rising, what rain to expect and for how long, and what impact that will have. He said candidates should know what an occluded front is likely to bring. TP felt that they should have some knowledge of what clouds are associated with heavy rain.

KS to take DB's thesis, scan it and circulate to all ALOs. TB to forward a document he uses for LCMLA training that has pictures to KS for circulation.

6.3 GM said that a Level 1 Ropework booklet may be the next to be considered.

## 7. Porth yr Ogof Code of Practice

7.1 TP handed out copies of the updated (from TC meeting) "Navigating Deep Water in Porth yr Ogof".

TR raised the issue of how this information will get to instructors who are not LCMLA or CIC qualified. GM said that he will deal with this as he will probably need to contact the local authorities.

It was proposed that this 'leaflet' is handed out to everyone who attends a training course or revalidation. After five years, everyone in the system will have seen it. All happy with document.

Once photos and a map are included, TP to pass to GM. TP also needs to find someone to translate it into Welsh and check that nothing is lost in that translation. TP will also send to Elsie Little and Ian Healey of Cambrian Caving Council and ask him to liaise with GM.

## 8. Non-Standard Training of Local Cave Leader Trainers/Assessors

8.1 Grandfather rights - Those TAs covered by this are Graham Mollard, Vin Machin and Phil Booth.

Dave Carlisle could be considered to be lapsed.

8.2 Technical Experts - When the Forest of Dean panel was set up Jon Elliott and Steve Tomalin were

the only two people with local mines knowledge, but they were both LCMLA Level 2, not CICs. This

situation is the same in North Wales where there are 3/4 'non CIC' Technical Experts and as such they

are not expected to pay the annual fee.

ST asked whether they (he and Jon Elliott) should remain purely as Technical Experts with local mines knowledge, exempted from the £30 annual fee, or whether they can go to a higher level to assess Module 2 as well. John Crowsley has the CIC mines module, so he can help with this.

It was felt that if there is a need for Jon Elliott and ST to assess Module 1 (including Level 1

ropework), then they need to apply as a technical expert to assess. These exceptions only apply to

mining at Level 1.

DB suggested that the position with regard to people in Forest of Dean is still owed to them because

they came on board with that proposal.

NCP recommends that the two technical experts in Forest of Dean be given the same status as

the Technical experts in North Wales, which is that they are working

Trainer/Assessors at

Level 1, for mines only.

They will still need to go through their apprenticeship, so KS to send paperwork to Steve Tomalin and

Jon Elliott and their applications will need to be approved by Training Committee.

8.3 Northern Panel's Procedure for accepting people - Northern Panel have put together a new

procedure for bringing new people into the panel, which involves contacting the ALO and initially

submitting a CV of experience to be circulated at next meeting. The ALO will then invite them

following that meeting to talk to the panel, who then decide whether to invite them to a second

meeting. At the second meeting a vote would be taken by the panel and they would then be accepted

or not. This should all occur within a 12 month period (including assisting on two training courses

with two different people). Then they would start their apprenticeship, (the two courses would count

towards this).

This procedure has been put together purely for the Northern Panel and is not suggested as a way

forward for all panels.

9. ALO Regional Reports

9.1 Derbyshire

? Jez Parr has now been signed off to be a Level 1 Assessor - once agreed by Training Committee.

South Wales

? The panel is pleased with the outcome on Porth yr Ogof.

? Gorge Walking & Canyoning Scheme - This was discussed and John Cliffe felt that we should put

our point of view across. He is wary of new NGB schemes and thinks that all the expertise is out

there already. It was suggested that it would be useful if something could be run on gorge walking

as an adjunct to a LCMLA Revalidation.

? Ogof Clogwyn - CCW, Countryside Council for Wales, the people who own it, had agreed that

they were going to put in some fixed aids down into the gorge, following a death some 5/6 years

ago and had contacted Gary Evans. Unfortunately when it came to the work, no-one from the

panel was involved and Richard Hill, who has been since, says that it is not what was expected and

not what is needed - there will be a steel cable on two sections on the way down. TP will take a

look before next meeting.

? Mines Inspection Report - Juliet holds this document for the area and other organisations

contribute to the cost of producing it by buying a copy. John Cliffe (wearing his AALA hat) said

that instructors do not always understand the language used, ie tell tales in Blue Stal Mine. The

main concern was whether new instructors are aware that we have an obligation to report any

changes that we notice to our line managers and also to Juliet as holder of original document.

TS was concerned that we are getting into position of responsibility.

DP said it should be the centre's responsibility to check the report, but we also have duty of care to

notify any changes. She suggested asking Dave Carlisle to do a 'stand alone' report for South

Wales to pick up relevant changes from previous reports.

Southern England

? Mines Inspection - Dave Carlisle spent a couple of days visiting their three sites.

? Next two Revalidation Workshops - Mendip 12 Jan 2008 Stephan Natynchuk and Devon 8 April

2008, Simon Mullens.

Forest of Dean

? Des Marshall has applied for Mines Assessor status. Assuming his certificate has the Mines

Module and if the panel decide that they need him to this, then his information should be presented

to NCP for approval, and then ratified by Training Committee.

North Wales

? Mines Inspections - Dave Carlisle has been in the area for a week.

? Wrysgan - Dave Carlisle checked the slab and he could not move it.  
Because of the resonance  
when it was struck he hammered in ten oak wedges around it and deemed that it is  
OK to use the  
level, subject to further observations.

? Pandora Mine - Still closed, talking to farmer and NFU.

? Rhiwbach - Forestry are not accepting centre insurance, which is a blanket  
insurance from the  
county and does not list mine exploration. They have been in correspondence  
with the land agent.

? Talygarth - Now gated and the National Trust have instructed no entry  
between August and April  
because of bats roosting.

? Courses in mid Dec need to be sorted for a new venue. DP and DB to liaise  
on this.

Northern England

? Dates for revalidations, 20 Sep 2008 Tony Flanagan, 8 Nov 2008 Tony Boyle

? Bull Pot of the Witches - Because of the danger of becoming suspended  
above the entrance to the

cave, even with a handline, Bull Pot was excluded from Level 1. There are now  
new bolts, but it

is still excluded. There are no level 1 caves for training on handlines and  
traverse lines so this

cannot be done in Yorkshire - the panel asked that there be an exclusion or  
exemption in Northern

England.

It was suggested to use a site in another cave for assessment, but not assess  
the candidate en route

to that site, or for training, use fence posts or bolts in a wall, yes it is  
contrived, but it shows the  
principles.

#### 10. Any Other Business

10.1 GM: Fees - All fees will probably have to go up. TA fees (to £33),  
registration fees (£44 / £55), - we  
are not self-financing at the moment and we need to be.

#### 11. Dates and places of next meetings

10:00am Monday, 4 February 2008

10:00am Monday, 9 June 2008

10:00am Monday, 6 October 2008

Venue - Staffordshire County Council's Staff Club, Stafford

The meeting closed at 1:35am

British Caving Association

Minutes of the National Co-ordinating Panel held on Monday, 8 October 2007

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