

Minutes of the N.C.P. meeting at Stafford 13th January 2003.

Present: D. Edwards, E. Hoole, T. Redfern, J. Crowsley, D. Baines, M. Cousins, D. Morrison, R. Methew, I. Williams, Pat Ramsden, G.N. Mollard.

Apologies: D. Proctor, J. Cliffe.

Item 1 on the agenda.

A general welcome was extended to Idris Williams the new Training Officer.

Item 3 on the agenda.

1.1 The minutes of the last N.C.P. meeting were read and approved.

1.2 Matters arising from those minutes: D.E. raised the matter of the Mine Instructor endorsement to the New C.I.C. syllabus/award. At present he has not discussed the content with Dave Carlisle or Adrian Pierce. This could hold up the C.I.C. formalisation. The panel felt that there was no reason for a delay in the formalisation and this module could be added later. Much discussion followed as to the requirements for a mines endorsement, D.E. has a suggested format and he should be left to sort this with D.C. and A.P. D.E. TO ACTION.

1.3 Item four from the previous minutes: Trainer/ Assessors who fail to pay their subs.

Stuart Baggs - resigned, Pauline Elliot - resigned, Phil Goodwin - resigned he feels the scheme is over regulated and beauocratic, Dave Elliot his interest. D.M. TO ACTION.

Item 5 on the agenda: Report from the Training Committee meeting

2.1 The Training Committee ratified G.N.M. as chair to the N.C.P.

2.2 P.R. was ratified as chair to the C.I.C. Panel

2.3 Nigel Atkins was appointed as Training Committee representative to sit on the C.I.C. Panel.

2.4 A four-year development plan had been introduced by R.M.

2.5 The L.C.L.M.A. handbook is finished and will be issued to all new candidates. Registration has been raised by £5.00 to cover this, the new C.I.C. handbook should be available by mid February.

2.6 The Association of Caving Instructors will have representation on all N.C.A. committees.

T.M. will be the A.C.I.'s representative. A.C.I. cannot be accepted as a constituent body until after their A.G.M.

2.7 The Scout Association is reviewing their procedures, Chips Rafferty and P.R. has offered to liase as I.W. could have a conflict of interest.

2.8 University Caving Clubs held a meeting in Wales recently and appear to be getting their act together.

2.9 The minimum impact caving code needs updating to take account of the use of carbide amongst other things.

2.10 Reference to the N.C.A. policy on child protection has been removed from the handbook on the grounds that this was a new addition and not an amendment to existing rhetoric.

Item 7 on the agenda.

3.1 Some Trainers/Assessors are still not sending in paperwork. It was agreed that the rules should be enforced fairly rigidly but to also take account of the fact that sometimes mistakes are made. There was a lengthy discussion on this item, this included the new forms and how to monitor and enforce the production of paperwork. Pat Ramsden normally recognises where there is a problem, she will inform the A.L.O. or D.E. who will approach the offending Trainer/Assessor. If this is not productive then a letter will be sent from I.W. pointing out that this behaviour is not acceptable and if the Trainer/Assessor persists then they will be removed from the N.C.A. list.

3.2 Any spoilt assessment forms must be returned to Pat Ramsden, they are all numbered and must be accounted for.

Item 8 on the agenda

4.1 The Handbook - Some concern was expressed about the cover, the caver ascending the ladder does not appear to be wearing a harness, if we are promoting good and safe practice is this acceptable. The cover should also read Trainers, Assessors and Candidates.

4.2 R.M. agreed that it might be possible to include an errata slip if there are any major problems.

4.3 D.E. felt that module 3 was now too long to be fitted into one day. J.C. stated that he felt the duration of module 3 should be left up to the Assessor. Discussion took place around ratios; it was generally felt that ratios could be 1:1 or 1:2 . D.E. felt that it was beneficial to work 1:2 as this provided the candidate with a body. Most of the panel felt that it was quite possible to do module 3 on an extended day with a ratio of 1:2.

4.4 2.3.1. Page 12 E.H. states that he feels traverse lines should be included in here. These could be assessed in Module 1. A.L.O.'s to check how many level 1 sites they have which could fall into this category of needing a traverse line. ALL A.L.O.'S TO ACTION

E.H. will research this topic with a view to bringing it back to the N.C.P. at the six-month review of the handbook.

4.5 4.3.3.3 A lengthy discussion took place on whether C.I.C.'s should be included within the ratio of Trainers/Assessors to candidates. The new wording in the Handbook is a change to existing procedures. T.R. would like the wording to revert to the original. Many scenarios were put forward and discussed this item eventually went to a vote. D.M. proposed and I.W. seconded that the wording in the handbook be accepted in that C.I.C.'s may work on the course but are not included in the ratio i.e. a course of twelve candidates must have two approved Trainers/Assessors.

The motion was carried 4:2 the chair did not use his vote.

4.6 The course director on courses that have two or more Trainers/Assessors working should not sign all the candidates' logbooks as this will preclude him/her from assessing those candidates on module 1 or 3. Where a group of Trainers/Assessors runs a training course this should be indicated on the training sheet.

4.7 Candidates who have not got Abseil for a group will be offered this endorsement at the six-year re-validation; it will not be mandatory. This will be an 'assessment' and should die a death after a six-year period. We will still also continue to offer this module in the interim period on request but it will not be included in the handbook as a separate module

4.8 Page 66 D.E. made the point that releasable abseils can be a nightmare underground and other methods of dealing with abseil problems should be accepted. (6.3.3)

4.9 Checklists under Vertical Equipment. Change bolts to bolt hangers.(6.3.3)

4.10 Checklist under rigging. Group Abseil rope releasable delete releasable. (6.3.3)

4.11 Checklists Surface navigation in poor visibility/darkness should be moved from Accident and Emergency Procedures to Technical Skills. (6.3.1a, 6.3.1b)

Item 9 on the agenda.

5.1 After a lengthy discussion it was generally agreed that many people were doing site-specific assessments, this included assessors as well as C.I.Cs. A format for site specific assessments was agreed.

? Candidates should register for L.C.L.M.A.

? Candidates should undertake a level 1 training course.

? The C.I.C. holder carrying out the assessment should ideally be involved in the

L.C.L.M.A. As trainer/Assessor.

? That there should be a timeframe for re-validation and it should be seen mainly as an

interim to upgrading to L.C.L.M.A.

? SITE APPROVED - The technical Adviser should clearly be able to demonstrate areas of

skills not required e.g. Fossil cave only, no ropeskills.

? There should be an element of practical group assessment.

The panel took a vote as to whether they felt it was worth pursuing this item further, it was agreed

on five for and two abstentions that the N.C.P. feels that site specific assessment should be looked at

more closely by the N.C.A.

Item 10 on the agenda.

6.1 Area panel meeting and how many per year. Derbyshire have one meeting per year as do

North Wales, some panel members do not manage to attend that meeting and are therefore

not meeting the criteria set down for Trainer/Assessors. G.N.M. proposed that there be a

minimum of two panel meeting each year for area panels this was seconded by M.C. passed

unanimously.

ANY OTHER BUSINESS.

J.C. had put in a request that he should now be recognised as a Mines Assessor Proposed D.M.

seconded I.W. accepted.

Richard Hill was put forward as an assessor, proposed E.H. seconded D.M. accepted.

Kevin Gannon was approved as a Trainee Assessor

Simon Mullins and Barry Ellis to be raised at the next N.C.P. MEETING.

Trainer/Assessor workshops are as follows: -

15th-16th March 2003 Derbyshire

September 2003 Forest of Dean.

December 2003 South Wales.

Double rope for S.R.T. under the new working at height legislation looks as if it will become law.

Out of date Assessments. If a candidate has done their personal day but not their group day - Over

one year but not over two between module 1 and 2 or 3 and 4, D.E. to make the decision . Over two

years they must redo the module. They may appeal to N.C.P. if there are mitigating circumstances.

Item 12 on the agenda
Dates of the forthcoming meetings;
Friday 6th June 2002
Wednesday 24th September 2003
Monday 19th January 2004

The meeting closed at 3.50p.m.