



# British Caving Association

Minutes of the National Co-ordinating Panel meeting held on  
Monday 1<sup>st</sup> June 2009 at Staffordshire Council Staff Club, Stafford

## 1 Present

Tom Peacock (TP)	Chair & ALO – South Wales Panel
Graham Mollard (GM)	Training Officer
Dave Baines (DB)	ALO - Derbyshire Panel
Mary Wilde (MW)	Training Administrator
Lee Paskin (LP)	On behalf of Tony Flanagan, ACI Rep
Tony Boyle (TB)	ALO Northern Panel
Steve Higgins (SH)	Joint Services Mtn Trng Wing

The meeting commenced at 10:05 am.

## 2 Apologies for Absence

Dena Proctor, Tony Smith

## 3 Minutes of the meeting held on Tuesday 3<sup>rd</sup> March 2009

**3.1** There was a typo in item 5.1. The sentence should read ‘.....SRT on single pitches with no re-belays.’

**3.2** The meeting agreed that the minutes were a true record of the last meeting.

## 4 Matters arising from the minutes

**4.1 TP** asked **MW** to include revalidation workshop dates in the six monthly LCL revalidation reminders.

### 4.2 LCL Pre-assessment Experience

LCL pre-assessment experience was discussed at the Northern Panel meeting and it was suggested that an additional page be added to the logbook to show ‘new experience’. It was suggested that pre-assessment experience should consist of 30 trips including 10 different caves in at least two different areas. A discussion followed regarding what would constitute a quality day. These could be

- Trips of at least 5 hours,
- Specific caves
- Description of cave features and problems that would constitute a quality trip rather than listing specific caves.

**TP** said that the SW panel felt that it would not be sufficient just to ask for more trips unless some specification was placed upon those trips, and that the panel was in agreement with the quality trip concept.

Further discussion followed.

**GM** proposed that pre-assessment should be: -

30 days caving in at least 10 different caves including at least 5 quality trips in at least two different regions.

**The proposal was carried** with only the Northern Panel being opposed.

**TP** suggested that a cave could be held back from the quality trip list for use during assessments.

**TB and DB** to ensure that the Northern and Derbyshire Panels submit a list of quality trips to **MW ASAP**.

#### **4.2 Panel Meetings.**

**TP** suggested that area panel meetings should take place just before the NCP meeting to ensure the correct flow of information takes place. After some discussion the meeting was in general agreement with the proviso that this may not be possible if the NCP is postponed for any reason.

#### **4.3 Revalidation Workshop Dates.**

**GM** asked **MW** to check if all regions had submitted their next three revalidation workshop dates. **MW** to pursue with any outstanding regions.

#### **4.4 Finance**

**GM** said that there is a small buffer in the training budget but not as much as he thought. The Exec has agreed that if there were a shortfall this would be supported.

**GM** stated that any expenses claims above the agreed amounts would not be paid.

**All other Matters Arising were covered by agenda items.**

### **5 Training Committee Report GM**

Due to weather and lack of attendance there has not been a training committee (TC) meeting since last year but the next one will be on 08/06/2009.

The CIC syllabus is being rewritten and a review of how the scheme is run carried out. It has been proposed that the assessment process is compressed into a three month window consisting of a 2-day and a 3-day assessment. The mines module is to be a 'bolt on' and is due for discussion at the next TC meeting.

A general discussion followed regarding the proposed 2 and 3-day assessment process.

### **6. Flooding and Weather Document**

**DB** outlined the history of this action and that he is writing a book on cave flooding. He has sent out a draft document that covers the key issues, which should be suitable for the purposes of the NCP.

**GM** said that the completed document will be used in LCL training sessions and will also go out with registration packs. A discussion took place as to whether this document should be available to the general public and **TP** said that it should initially be restricted to LCL candidates.

There then followed a long discussion and review of the length and content of draft document and various amendments made. The meeting was in general agreement that the document should commence with information regarding weather followed by cave flooding. Dena Proctor had provided input by email and was happy with the draft document.

**SH** is to forward the flooding section from his military document to **DB**.

**DB** agreed to summarise and incorporate the document on weather written by Steve Long and pass in draft to **TB**. **TB** agreed to reformat the draft and forward to **MW** for circulation to all **ALOs** and **SH**. Feedback is to be ready for the next NCP meeting in October.

## **7. Emergency Card**

**GM** said that the emergency card would be funded by the training budget. He asked **MW** to get a quote for 200 and 500 laminated cards.

The wording on the card was then reviewed. Dena Proctor had provided input by email and said there was a lot of information on the card but it was all required. **MW** is to produce an updated draft of the card ready for production. This draft is to be sent to **GM** before the next BCA council meeting on 20/06/2009.

**There was a vote of thanks to TP, Dena Proctor and Andy Philips for their work and input to the emergency card.**

## **8. Revalidations.**

**TP** said that the SW panel asked whether CIC Training could count as revalidation for LCL level 2?

A discussion followed and the following points against the proposal were made, including email input from Dena Proctor: -.

- CIC training is not local
- There is only a small number of people to whom this proposal could apply
- If the CIC training were compressed into a 3 month window as proposed, this suggestion would become irrelevant.
- CIC training would cover the technical aspect of level 2 LCL but revalidation is more than just technical skills.
- This proposal could reduce the number of revalidation workshops that are run.

**GM**, **DB** and Dena Proctor were against. **TP**'s panel were generally in favour but **TP** abstained personally as did **TB**.

**The proposal was not carried.**

## **9. Army Scheme Presentation by Steve Higgins.**

**SH** gave an excellent presentation on the old and new military schemes, how the new scheme currently fits with the BCA scheme and how further synergy might be developed in the future. Key differences between the military and BCA schemes were that the military scheme accepts candidates with no previous caving experience and includes an initial proficiency aspect as well as leadership.

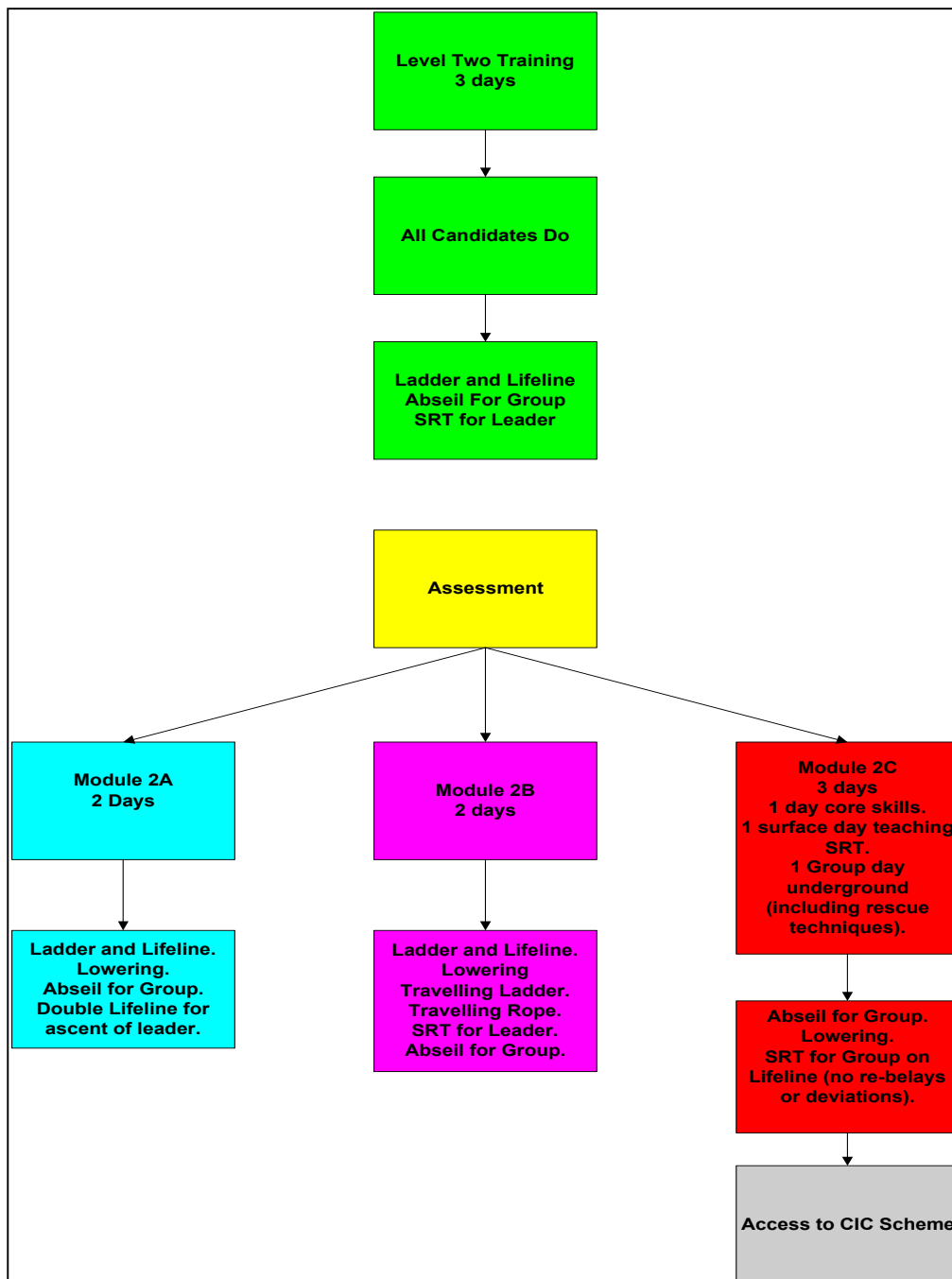
**LP** was concerned that the differences between the schemes, (such as the military scheme not being site specific), would make the award of a BCA certificate based on completion of a military course unworkable. However, it was noted that in such circumstances the leader would have both a military and a BCA certificate and when leading trips would be operate under the appropriate certificate. So, for instance, if leading military trips, the military certificate would apply.

### 10. Level 3.

**Dena Proctor** had sent comments regarding the potential level 3 by email. Her panel was divided about the idea but as it would not be relevant to the region they were happy to let the other regions decide on the way forward.

**GB** summarised the situation and outlined a proposal based on input from Nigel Ball, Tony Flanagan, Phil Baker and the Derbyshire panel in general. He said that when the scheme was standardised across all regions some local needs were lost. He felt that the proposal would offer a friendlier local scheme.

The diagram below outlines the proposed scheme.



**GM** pointed out that this was an outline proposal and much fine-tuning would be required. **TP** said that if it is a three day training course with compulsory SRT, there might be complaints from candidates who do not want SRT.

**GM acknowledged** this but said it would provide for regional needs and bring the scheme more in line with CIC.

**TP** was concerned that an L2C leader may have to use SRT with a lifeline with a regular group for many trips over a long period of time.

**LP** asked for the minutes to note that **GM** had previously stated that in the current system releasable abseils were not required.

**MW** is to produce a diagram of this scheme for the minutes (see diagram above).

## **11. Local Panel Reports**

### **11.1 Northern England TB.**

Pre-assessment and Level 3 had already been covered.

Dates for the next Revalidation Workshops are in the panel minutes, which **MW** has picked up. 6 aspirant TA's were considered at the panel meeting. 5 were accepted and one rejected.

The NCP meeting discussed the voting process that had been used as abstentions had been counted as votes against. No action was taken or proposed.

### **11.2 South Wales TP**

The SW panel will need to consider the pros and cons of the proposed changes to the level 2 scheme and the case for the proposal by **GM**.

John Crowsley and Tony Smith were accepted onto the panel to cover mines assessment for the Forest Of Dean area. John Crowsley applied to become a full T/A for the region but this issue will have to be discussed further as it was only a small panel meeting. The provision of mines assessment will be monitored.

The document of cave terminology has been received.

The National Park do not wish to have provisions other than the current warning signs at Porth yr Ogof. It was agreed to let this issue rest at present.

Repair work has been carried out in Bridge Cave.

The reporting on an incident in Town Drain as a near miss was inaccurate. **SH** is to send the incident report to **GM**.

Dave Carlisle has not checked Torpantau as the owners are considering reopening the railway line.

### **11.3 Derbyshire DB**

There has been further confusion by Jardine Lloyd Thompson (JLT) about the insurance scheme for the BCA. **GM** asked that anyone who has such problems should contact him and he will resolve with JLT.

The issue of quality trips had been discussed at the panel and it was suggested that there should be a 12 cave pre-requisite for registration on the scheme. After some discussion the NCP agreed that fulfilment of the pre-requisite conditions was the responsibility of the TA running the training course and as such he or she may use some discretion.

Kevin West was welcomed back onto the panel

Steve Pope who is a mines engineer is to be invited to attend a panel meeting and may be a possible successor to Dave Carlisle.

### **11.4 North Wales (via email)**

N. Wales panel haven't met recently and will be meeting in the next few weeks.  
Dave Carlisle has done his round of inspections - route out of level 6 in Wrysgan has a roof fall and is therefore condemned. The route out of level 5 is now OK, after the fall of the offending roof slab mentioned in previous reports  
Access to Rhiwbach has now been regained for 10 participating Centres.  
Level 1 training 25/26th April was cancelled at late notice but rescheduled for 4/5 July and is full.

## **12 A.O.B.**

### **12.1 S4B's**

**GM** is proposing to replace the current S4B with an electronic version. He passed a draft to **MW** who will mock it up and circulate for comments.

### **12.2 Military Scheme**

As Juliet Parker-Smith is to travel to Spain to observe the new military scheme in action she is to be invited to the next NCP to report back.

As the meeting ran out of time an A.O.B item on Cave to Mine transfer will be dealt with offline by **MW** and **GM**.

Dates of the next Meeting

05/10/2009

The meeting closed at 15:45

## NCP Action Register

No	Action	By	Deadline	Done
	<b>03/03/2009</b>			
001	Bring Geology booklet to next meeting	DB	01/06/2009	
002	Pull together emergency card -	TP	ASAP	Discharged
003	Pass callout and casualty information to DB	CM	ASAP	
004	Submit examples of quality trips to MW	ALL	ASAP	Discharged .See action 15.
005	Collate quality trip information and submit to next TC meeting.	MW	May 2009	Discharged .See action 15.
006	Instigate a 6 month revalidation reminder	MW	ASAP	Discharged
007	Pass military information on flooding to DB	CM	ASAP	
008	Pull together draft weather and flooding document with photos.	DP/DB	ASAP	Discharged. See actions 17, 18, 19
009	Send the draft weather and flooding document to all NCP members on CD <b>in advance of the next NCP meeting on 01/06/2009</b>	DB	Before 01/06/2009	Discharged. See actions 17, 18, 19
010	Review mines glossary	DP/TS	ASAP	
011	LCL theory document to be send out	MW	ASAP	Discharged
012	Suggest a 3rd signatory for cheques	GM	ASAP	
013	Produce a draft new S4B	GM/MW	ASAP	Discharged
	<b>01/06/2009</b>			
014	MW to include revalidation workshop dates in the six monthly reminders.	MW	ASAP	
015	<b>TB and DB</b> to ensure that the Northern and Derbyshire Panels submit a list of quality trips to <b>MW</b> .	<b>TB and DB</b>	June	
016	<b>MW</b> to check if all regions have submitted their next three revalidation workshop dates and to chase any outstanding regions	MW	June	
017	<b>DB</b> to summarise and incorporate the document on weather written by Steve Long into the cave flooding leaflet, and pass the next draft to <b>TB</b> .	DB	End of June	
018	<b>TB</b> to reformat the draft and forward to MW for circulation and feedback	TB	End of July	
019	<b>MW</b> to circulate the weather and flooding document	MW	End of July	
020	<b>SH</b> to forward flooding section from military document to DB.	SH		
021	<b>MW</b> to get a quote for 200/500 emergency cards	MW	End June	

<b>022</b>	<b>MW</b> to update the emergency card and send the final draft to <b>GM</b>	<b>MW</b>	<b>15<sup>th</sup> June</b>	
<b>23</b>	. <b>SH</b> to send the Town Drain incident report to <b>GM</b>	<b>SH</b>	<b>ASAP</b>	
<b>024</b>	<b>MW</b> to mock up an electronic S4B for comment	<b>MW</b>	<b>ASAP</b>	