



# British Caving Association

Minutes of the National Co-ordinating Panel meeting held on  
1<sup>st</sup> October 2012 at Staffordshire Council Staff Club, Stafford

## 1. Present

Nigel Ball	<b>(NB)</b>	Training Officer
Lee Paskin	<b>(LP)</b>	ALO Northern Panel
Dena Proctor	<b>(DP)</b>	ALO North Wales Panel
Richy Groves	<b>(RG)</b>	JSMT
Tony Smith	<b>(TS)</b>	ALO Southern England Panel
Dave Baines	<b>(DB)</b>	ALO Derbyshire Panel
John Cliffe	<b>(JC)</b>	South Wales Panel Rep
Mary Wilde	<b>(MW)</b>	Training Administrator

## 2. Apologies for Absence

Barry Albutt	<b>(BA)</b>	ALO JSMT
Tom Peacock	<b>(TP)</b>	Chair & ALO South Wales Panel
Peter Knight	<b>(PK)</b>	ACI Rep

The meeting started at 10.11 after **RG** was introduced to attendees

## 3. Minutes Of The Last Meeting on 14<sup>th</sup> May 2012.

**DP** – 14.2 bullet point 6 should read ‘*The NW Panel do not teach leaders to use mini tractions*’

**DP** – 14.1 last point should read ‘*Gethin Thomas has written up the preferred way of carrying out traverse rescues*’.

The minutes were then accepted as a true record.

## 4. Action Register / Matters Arising 10:16 to 11:38.

No	Start	Action	Who	By	Done
		04/10/2010			
043	10:16	MW to check that all lists of local mining terms have been received and collate. <b>Update</b> 14/05/2012 MW to send the collated list to ALOs for feedback. Remove CM terms, re colour code. <b>Update</b> 01/10/2012 list checked. MW to update and issue.	<b>MW</b>	ASAP	
044	10:20	<b>DB</b> to check if there are any safety implications were Dave Carlisle’s reports ‘pirated’. <b>Update</b> 06/02/2012 JC said everyone was encouraged to purchase original mines reports. All leaders are responsible for reporting potential problems in specific mines to Dena Proctor and failing to do so represents a safety issue. TP questioned if it was possible to identify an original. DB agreed to check with PICA and Dave Simpson about the feedback process. JC is to write a short note for ALOs highlighting the issues, to be circulated by MW. <b>Update</b> 14/05/2012 no progress	<b>JC</b> <b>MW</b>	ASAP	

		<b>Update 01/10/2012.</b> A discussion took place, which covered ownership, copyright, issue, cost and control of these reports. <b>JC</b> to write a note for ALOs highlighting the issues. To be circulated by <b>MW</b> .			
		03/10/2011			
052	10:46	<b>MW</b> will send updated copies of the L2 core skills checklists to <b>TP</b> for checking. <b>Update 14/05/2012</b> The list was reviewed and <b>MW</b> to issue via a TA change notice. <b>Update 01/10/2012</b> <b>MW</b> reported no progress ( <i>but after the meeting remembered she had sent the list to <b>TP</b> and <b>NB</b> on 31/08/2012 for final check before issuing</i> ).	<b>MW</b>	ASAP	
055	10:46	<b>NB</b> to send a copy of the CIC mines module to <b>SP</b> <b>Update 14/05/2012</b> not yet done. <b>Update 01/10/2012</b> not complete but instead the new CIC handbook will be sent to <b>SP</b> by <b>MW</b> .	<b>MW</b>	ASAP	
057	10:47	<b>TP</b> is to find out who is placing the bolts in The Black Hole <b>Update 14/05/2012</b> ongoing <b>Update 01/10/2012</b> progress not known.	<b>TP</b>	ASAP	
		14/05/2012			
069	10:48	<b>LP</b> to reflect the NCP views on the proposed Long Churn document to the N Panel. <b>Update 01/10/2012</b> <b>LP</b> reported back his panel. They were reluctant but set up small working group to consider the issue. A document has been produced but was only received by <b>LP</b> on 30/09. <b>LP</b> read this out to the meeting. Full discussion will take place at the next NCP once the document has been presented to the Northern Panel and circulated to the ALOs for consideration. <b>LP</b> to send the document to <b>MW</b> to issue.	<b>LP</b> <b>MW</b>	Next meet	
070	11:16	<b>LP</b> to send Technical Guidelines input to <b>DP</b> <b>Update 01/10/2012</b> Not completed but <b>LP</b> will do so.	<b>LP</b>	ASAP	
071	11:17	<b>MW</b> to revamp the TA Workshop application form. <b>Update 01/10/2012</b> completed and accepted by the meeting. <b>MW</b> will issue and place on website as a downloadable form.	<b>MW</b>	ASAP	
072	11:20	<b>NB</b> and <b>TP</b> will put together a list of hot topics for circulation to ALOs. <b>Update 01/10/2012</b> action closed as it is a standard agenda item.	<b>NB</b> <b>TP</b>	ASAP	Closed
073	11:22	<b>MW</b> to review the admin wording on the TA observations form <b>Update 01/10/2012</b> completed and accepted by the meeting. Also see new action number action 076	<b>MW</b>	Next Meet	Closed
074	11:25	<b>LP</b> to get the N Panel to consider whether Mongo Gill is a cave or mine. <b>Update 01/10/2012</b> Mongo Gill categorised as a cave.	<b>LP</b>		Closed
075	11:25	<b>MW</b> to revamp the LCMLA application form for ALO approval <b>Update 01/10/2012</b> Accepted by the meeting. <b>MW</b> to issue new form and instructions.	<b>MW</b>	ASAP	
		01/10/2012			
076		Following completion of action 073 the meeting decided to review OBSERVATIONS & APPRENTICESHIP ASSESSMENTS. <b>MW</b> will add to agenda of next meeting.	<b>MW</b>	Next Meet	
077		<b>MW</b> to arrange the probationary paperwork for Andy Phillips, JSMT panel.	<b>MW</b>	ASAP	
078		<b>NB</b> is to establish the legal position regarding TA intervention when observing bad practice.	<b>NB</b>	Next Meet	
079		<b>MW</b> to issue a change notice regarding Module 6 Trainer and Assessor being different TAs	<b>MW</b>	ASAP	

## **5. Training Committee Report NB 11:38 – 11:55**

- Training grants made for several courses including a dry stone walling event, which was well received, and an SRT training day. Further requests have been made by the

DCA. Suggestions made for a geology event and a cave archaeology event. Need to encourage clubs to make use of the grant 'pot' as money not used cannot be rolled over to the following year.

- NB proposed creation of a set of skills modules to be offered to recreational cavers. Agreed in principal but much work to be done. **JC** suggested there should be basic, intermediate and advanced skills levels. He also thought we should advertise these well, perhaps on a flyer and in the caving press.
- CIC panel reported that the new assessment process was going well. The comparative costs of training and assessment for CIC and other outdoor skills qualifications was discussed. The new edition of the CIC Handbook as been published.
- A document setting out BCA 'Lines of Communication' for all TAs to be issued soon.
- Discussion on whether a rep from the NCP should attend the TC if the chair of NCP is unable to attend. This was rejected.
- Council have decided that all leaders must also be BCA members. Nick Williams is to attend the next TC to explain the reasons for this. The TC will establish how this should be implemented.
- Mines inspections were discussed including other potential mines inspectors.
- Iain Rennie was ratified as a full TA on the Northern Panel.
- Des Marshall has withdrawn his request to rejoin panels.
- Some progress made with regard to Cambrian and access for TAs but concerns were expressed about the wider issue. Clubs wishing to use such caves with a CIC leader for training purposes are prohibited this is seen as as 'commercial' and as use of the cave by novices. However clubs can get permits for club trips, which could include novice cavers. **TR** asked for BCA support regarding TA/CIC access across all regions. **NB** agreed to take this back to BCA council.
- Employment status of TAs was discussed. Nick Williams to attend next TC to address this topic.

#### **6. New TAs 11:55 – 12:03.**

**JC** asked what a 'suspended' TA needs to do to be reinstated as a probationary panel member. **NB** said he must attend a TA workshop but beyond that the panel could decide.

**DB** had one application for Derbyshire but at present the panel is full.

**RG** said that Andy Phillips has been accepted as a probationary member of the JSMT panel. **MW** will arrange the necessary paperwork.

#### **7. Exemption Ratifications 12:03 – 12:04**

A request to combine 2&4 assessment by Graeme Hodgson was agreed by NB. This was ratified by the NCP.

#### **8. Hot Topics from TA Workshops 12:04-12:19**

The following topics were covered at the recent joint TA workshop between N Panel and JSMT.

- Gadgets and gizmos
- Practical SRT
- Steep ground transverses
- Ladder and lifeline

**DP** suggested standardisation of geology training –pre-reading, training and assessment. She highlighted that this must be relevant to mines and take into account that each mines region has a very different geological profile. This generated a suggestion to run a TA workshop focusing specially on mines.

## **9. Panel Reports**

### **9.1 Southern England (TS) 12:19 – 12:42**

The last panel meeting was cancelled so the following points came from the meeting in May.

Categorisation of Bakers Pit as Level 1 by the Southern Panel conflicted with the opinion of a CIC Technical Advisor who rated it as Level 2. This generated a discussion in which a comparison was drawn between Baker's Pit and Bull Pot of the Witches. The conclusion was that the view of the Southern Panel should stand.

**TS** has been asked by various scout groups for copies of approved routes and he wished to know if he should provide copies. **NB** said that as owner of the survey it was up to him who he issued it to. Dave Carlisle has stated that approved routes only apply to leaders with an LCMLA award (and not CICs).

### **9.2 Derbyshire (DB) 12:42 – 12:51**

The panel wished to know whether they were obliged to take action if they observed bad practice in caving groups. **NB** is to establish what the legal position would be in the event of failure to challenge bad practice resulting in an incident. Also what personal protection is there for TAs if a challenge is met with an aggressive response?

### **9.3 North Wales (DP) 12:51-12:56**

The panel discussed mini traxions and would continue **not** to teach its use for belay due to its limitations.

Chris Jowett is running a TA workshop in November 2013.

The panel is still reticent about doing site specific validations in mines. These will only be done if the leader has LCMLA training appropriate to the level of the validation and has undergone some form of assessment (LCMLA Skills day assessment would be appropriate, pending a candidate gain appropriate group experience before group day assessment).

**GMACG:** Things are progressing. A limited list of mines has been given to the FC with a view of opening up access as soon as possible.

The panel is running a level 1 and 2 joint course/ assessment starting December 10<sup>th</sup>.

An area of Rhiwbach has collapsed and parties should pass it by. The mine is due for inspection in May 2013.

#### **9.4 RG JSMT 12:56: 13:00**

The joint JSMT/ Northern Panel meeting in September and was well received.

A bad practice issue regarding a centre in Wales is being addressed.

Steve Whitlock is heading a JSMT Berger expedition in 2014. This may be in conjunction with 'Walking with Wounded'. TAs would be welcome to join this expedition and should get in touch if interested.

#### **9.5 Northern Panel (LP) 13:00-13:02**

Mel Sugden and Kate Dufas are both now aspirant TAs for the Northern Panel.

The last panel meeting discussed revalidation dates, the Long Churn document, mini traxions, Mongo Gill categorisation (cave or mine) and formal written assessment papers (should assessment include written risk assessments).

#### **9.6 South Wales (JC) 13.02 – 13:07**

Access to certain South Wales sites for training purposes continues to be an issue. A proposal has been sent to CCC to try and win their support but there has been no response yet. (The Army is allowed to use OFD 1 but CICs are not).

Revalidation invoices via centres was discussed. **NB** reiterated that this would be covered at the next TC.

#### **Break 13:07-13:17**

#### **10. JSMT Candidates Registration MW 13.16-13:17**

*All LCMLA candidates should register in advance of their training course but as long as they do so within 30 days of completing their training the training will count. At present this is not specified for JSMT candidates.*

The meeting agreed for this to be applied for all candidates.

#### **11. Module 6 (NB) 13:17-13:20**

Module 6 (C to M or M to C) assessment should not be carried out by the TA that did the training.

The meeting agreed that this should be so. **MW** to issue a TA change notice and will include note of what to do in special circumstances (such as a panel only having one mines assessor for a period of time).

#### **12 AOB 13:20- 13:55**

##### **12.1 The Tatham Wife Incident. 13:20-13:55**

**LP** wished to discuss the recent incident in Tatham Wife Cave. **NB** explained that the procedure stipulated by the BCA had been followed. The Council Executive reached a conclusion and the matter was closed.

**LP** expressed his personal opinion on two aspects arising from the incident.

**NB** stated that personal opinions should be addressed to the Training Officer not the NCP.

**13. Dates of next meetings 14:06**

Mon Feb 4<sup>th</sup> 2013

Mon 29<sup>th</sup> April 2013

Mon 7<sup>th</sup> Oct 2013

**The meeting closed at 14:10.**