



British Caving Association

Draft Minutes of the National Co-ordinating Panel meeting held on
15th December 2015 at the British Caving Library

1. Present

Graham Mollard	(GM)	ALO Northern England and Chair NCP
Nigel Ball	(NB)	Training Officer
Dena Proctor	(DP)	ALO North Wales Panel
Dave Baines	(DB)	ALO Derbyshire Panel
Rich Hill	(RH)	ALO South Wales
Mary Wilde	(MW)	Training Administrator

Apologies

Stephan Natynczuk	(SN)	ALO Southern Panel
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Abbreviations

- T/A Trainer Assessor*
- T/Adv Technical Advisor*
- NCP National Caving Panel*
- TC Training Committee*
- BCAQMC British Caving Association Qualification Management Committee.*

Meeting commenced at 11:30 am.

Nigel Ball had previously asked Graham Mollard the new ALO for Northern England to become chair of the NCP. This Extraordinary NCP meeting was scheduled by GM who was accepted as chair by the members present.

Minutes of the Last Meeting

Not covered until the end of the meeting.

Action Register and Matters Arising.

No	Action	Who	By	Done
101	<p>MW To share information she has on deferments and fails to T/A workshops (with anonymity) for discussion and moderation purposes. MW to email relevant information to T/A workshops and NCP. Review in 12 months' time.</p> <p>Update 03/02/2015 Some feedback generated but some panels yet to discuss. MW to collate feedback and circulate.</p> <p>Update 15/12/2015 DP and RH to resend feedback.</p> <p>05/09/14</p>	MW	ASAP	Ongoing



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103	<p>NB To produce a paper re the process of applications for new TAs and distribute BEFORE the next meeting. Update 03/02/2015 Ongoing Update 28/04/15 Paper will be resent to Southern Panel and to SN as a separate file. Will then be discussed at next NCP. Reps need to bring their comments to the next meeting. Update 15/12/2015 T/A appointment process agreed – See item 6.</p>	NB	ASAP	Discharged
	03/02/15			
106	<p>The NCP propose that the LCMLA Handbook be rewritten as a slimmer version and this will be their recommendation to the next TC Update 28/04/15 NB: This has been discussed at TC. Gary Evans has access to funding and he may be willing to write it. Update 15/12/2015 it was agreed to take a modular approach to the rewrite.</p>	DB	Next TC	Ongoing
	28/04/15			
110	<p>T/A workshops to run as national rather than regional events. Update 15/12/2015 New process agreed – see item</p>	NB	2016	Discharged
111	<p>DB to summarize the reorganisation of T/A workshops in a document and send it out to members for discussion at the next TC meeting. Update 15/12/2015 New process agreed. MW to implement and issue a T/A change notice – see item 10</p>	MW	ASAP	Ongoing
112	<p>To discuss the reorganisation of the T/A workshops at next BCA Training Committee meeting.</p>	NB	Next TC meeting.	Discharged
113	<p>Produce Caving Award for Children document.</p>	SN	June 2015	
114	<p>Discussion re revalidation candidates and their ability to gain points from attendance at events, workshops, rescue organisations etc.... Update 15/12/2015 to be discussed the T/A workshops in 2016</p>	DP	Next T/A workshop	Ongoing
115	<p>NCP to rewrite the LCLMA syllabus to include tyroleans. Update 15/12/2015 Discussed but no conclusion drawn</p>	NB	ASAP	Ongoing
116	<p>Modularisation of LCML syllabus. Update 15/12/2015 no progress</p>	NB	ASAP	Ongoing
117	<p>DP to send copies of training booklets which are already in use in N Wales, to interested parties. Update 15/12/2015 Done</p>	DP	ASAP	Discharged.
	15/12/2015			
118	<p>MW to formulate a statement re Bear Grylls programme response</p>	MW	ASAP	



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119	MW to strike out NCP Chair' from discipline document and circulate for comment	MW	ASAP	
120	MW to review and update the T/A appointment paperwork	MW	ASAP	
121	MW to raise a change notice regarding scheduling of T/A Workshops	MW	ASAP	

GM introduced the meeting and explained that standard agenda items would be covered at the end if time.

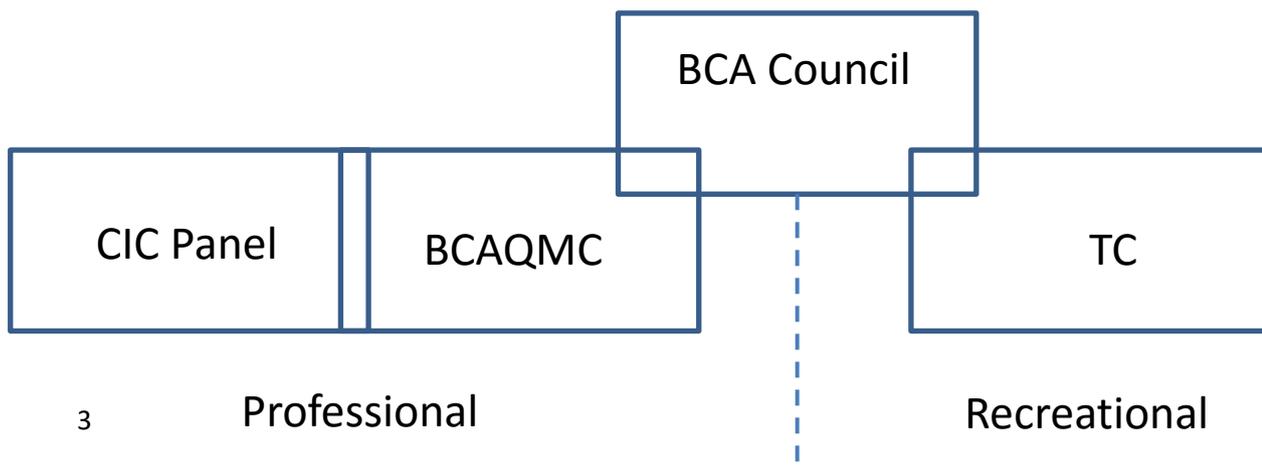
3. BCA discipline policies (GM)

3.1 The issues arising from the recent Bear Grylls programme were discussed. Everyone at the meeting agreed that the BCA response had been profoundly weak and non-specific. It was agreed that **MW** would formulate a statement to reflect strong views of the NCP meeting. This will be circulated for comment to NCP members before being presented to BCA Council.

3.2 **GM** presented a draft discipline procedure which had been reviewed by a solicitor. **DP** said that there was already a procedure as part of the document sent by the BCA Secretary. However, **GM** said that that was not fit for purpose. **MW** will strike out 'chair of NCP' throughout the document and circulate it to attendees for comment. It will be marked draft, private and confidential and must not be disseminated beyond the meeting attendees (including SN) at present.

4. Structure of the NCP (GM)

GM outlined the proposed new structure for the NCP/TC. Professional and recreational training would be managed separately. The NCP would be renamed and become a constituent body of the BCA. Its remit would be management of the LCMLA scheme - the CIC panel would still exist and have a rep on the 'new' NCP (so the two schemes would be in harmony and leaders would be able to progress from LCMLA to CIC seamlessly). The NCP would consist of the training officer ALOs, a CIC rep and a council rep (the latter not being a T/A). The makeup of the TC would consist of the remaining bodies currently present on the NCP and would have its own Training Officer.





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Discussions took place with regard to the relationship between the CIC and the 'new' NCP. It was thought that the two might combine in the future depending upon the amount of business that occurs. After much discussion the name for the 'new' NCP was agreed as the British Caving Association Qualification Management Committee (**BCAQMC**).

Various reservations were expressed. It was accepted that the current structure bound by the noble aim of bringing recreational and professional caving closer together, was simply not effective and in order to move the qualification schemes forward it was time to make a change. The consensus was that this structure would be a good way forward.

5. TC/New NCP Relationship (GM)

This had already been covered apart from the management of training grants which will remain with the Training Committee.

6. Appointment process for new T/As

It had been agreed at a previous meeting that the process would be centralised. **GM** proposed that the current CIC process be adopted and be the responsibility of the TO and the Exec to ensure that no areas are oversubscribed. **DP** felt that ALOs were in a better position to do this - **RH** and **DB** agreed. A discussion regarding the role of the panels in support of T/As ensued. **GM** said that the TO and ALOs should liaise but the final decision should rest with the TO and Exec to ensure that

- Council would be kept involved.
- The decisions are objective not subjective.

It was suggested that T/As who do not play an active role should be dropped in favour of active T/As. Also that probationary T/As should complete their 'training' within a set length of time. **MW** pointed out that this was currently in place but never seems to be followed up (currently three years)

MW will review the paperwork and send an updated version to the NCP for approval. Applications will come to **MW** for presentation at NCP. If more than one candidate has applied an interview may be required. The aim is to implement the new process by June 2016.

The meeting discussed whether a prospective T/A should be qualified at CIC for a minimum time before being considered. Also, should other qualifications be taken into account? **DP** said that we need to clearly define what is required of a T/A

7. Geology document – please bring copies of any notes on geology you currently use for training purposes. (GM)



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GM circulated the geology document he had prepared. A discussion took place regarding how such information should be provided as people turn more and more to online content. Further work will take place to draw together existing documents and information.

8. Technical requirements at L2 (GM)

GM proposed that basic SRT teaching should be introduced at Level Two in order to facilitate smooth flow through from LCMLA to CIC. **DP** voiced strong objections to this idea. After some discussion regarding SRT and tryoleans the proposal was rejected.

9. CIC – What IS the CIC? (GM)

This was dropped as the previous proposal had been rejected.

10. Scheduling T/A Workshops

DB felt that the content of T/A workshops should be ramped up. **DP** said that reports had been written after workshops but not followed up. The process must be revitalised. It was agreed that the NCP would schedule the workshops, Derbyshire and the Northern in March 2016 and N Wales, S Wales and South England in October. These would swap round in 2017. Whoever runs the first one in March should discuss content with **NB** and it will include S4B comments. The content will be the same for March and October. The workshop leader will receive a £200 fee for running the workshop. A report will be produced and sent to **MW** for circulation to all T/As. **MW** will raise a change notice ASAP.

11. AOB

11.1 Social Media.

A discussion regarding the use of social media took place. It was agreed that T/As should not comment on any BCA panel or NCP business on social media. This would need to be written into the disciplinary procedure and T/A agreement.

11.2 Minutes Correction

RH asked for point 8.2 in the last minutes to read 'Keys to Cwmorthin' not 'keys to some mines'

11.3 SW Report

Access to Llangatock caves such as Aggy has been agreed. Access to Ogof Draenen is under discussion. OFD is still not to be used for 'commercial' training.

11.4 Derbyshire

DB all points covered by agenda items.

11.5 Northern



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GM has been appointed ALO for the Northern Panel. He noted that a minor collapse a precarious position in Goyden.

12. Dates of next meetings

26th February at Stafford.

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