

**Minutes of the National Diving Council meeting**  
**held at HQ on 6 April 05**

**Attendees**

Grant Adams (GA)	Iona Anthony (IA)	Joe Campbell (JC)
Frank Connor (FC)	Peter Courtier (PC)	Graeme Forsyth (GF)
Hugh Fraser (HF)	Martin Henderson (MH)	Don Lees (DL) Kevin
Miller (KM)	Jack Morrison (JM)	Andrew Murray (AM)
Bert Smith (RS)	Ken Smith (KS)	Billy Symington (BS)
Kevin Webb (KW)		

**Apologies**

John Arrowsmith, Tony Carter, Murray McCallum, Nigel Spike,  
Drew Stevenson, Keith Waugh, Di Webb.

**Previous minutes**

Discussed and amended. Proposed GF and seconded IA.

**Disclosure checks**

All outstanding checks need to be sent to HQ along with ID, two utility bills for processing.  
**All R.C.'s: 20 April 05.**

**Appointment of NDC officials**

National Coach: Kevin Miller.  
Assistant National Diving Officer: Grant Adams.

Appointments were ratified by the NDC.

Kevin Webb took the opportunity to thank Don Lees for his outstanding contribution in his many and varied roles within the NDC and the SSAC over the past years.

**New Regional Coaches appointment**

David Carruthers, Hugh Fraser, Martin Henderson, Andrew Murray, Di Webb.  
Other appointments will be made over the coming months.

Allocation of Branches to the new Regional Coaching staff, a maximum of four for each.  
**KM: 20 April 05**

## **New Regional Coaches appointments (cont.)**

Advise the BDO & HQ of the R.C. responsibilities and have a list published on the Website. **KM: 01 May 05**

## **Regional Coach Reports**

An issue was raised regarding a branch disciplinary matter. The matter is still under discussion. (DL)

A new Branch started up in East Kilbride. (IA)

A new BDO has been appointed in Stranrear, details still to be received at HQ. (BS)

An issue was raised regarding a branch, under review. (JC)

Issue the new Regional Coach reporting form to the R.C.'s **AM: 01May 05**

## **Courses & Course Directors**

### HeartStart

No HeartStart or Oxygen administration planned due to BS leg trauma.

### First aid

RS reported no take up of the new First Aid course.

Send copies of the First Aid course to JM.  
Publish the course synopsis in Scottish Diver.

**RS: 05 May 05**

**JM: next issue**

Oxygen & HeartStart instructor's required, an advert to be put together and placed in the next issue of Scottish diver & on the website asking for volunteers.

**RS & JM**

### Deep diving award

The two day course is complete.  
The first wave of instructor's has been trained.  
Issue the instructors packs  
Another Instructors course to be run  
The first course is already planned and is full.  
Regional course dates to be agreed, sent to KW  
Issued dates to the branches.

**GF: 01 May 05**

**GF: 31 June 05**

**GF: 20 April 05**

**KW: 25 April 05**

## The B.I. Course

A discussion was held regarding the number of candidates that attended the course in 2004 and the number that have gone on to qualify since completing it.

The assessment criteria were discussed and the following was agreed:

- The lecture assessment would be completed on the course.
- Lecture compilation and delivery techniques would be added to the course.
- The pool assessment would be two part, snorkel and Aqua-lung: the aqua-lung must cover buoyancy and the rescue.
- The sea assessment would remain at two.

## R.I. course

Look at the two delivery methods, modular or residential and see what is best for the SSAC and the delegates.

**KM: 01 July 05**

## Appointment of Course Directors

Archaeology: Iona Anthony.  
Boat Handling: Tony Carter.  
Branch Instructor: Ken Smith.  
Deep Diving: Graeme Forsyth.  
Deep Rescue: Billy Symington.  
Examiner: Nigel Spike.  
First Aid: Bert Smith.  
GMDSS: Tony Carter.  
HeartStart & Oxygen Administration: Bert Smith.  
Nitrox: The N.D.O.  
Photography: Jack Morrison.  
Regional Instructor: Kevin Miller.  
Safe wreck Diving: Bert Smith.  
1<sup>st</sup> Class Diver: Drew Stevenson.

## Nitrox

There has been a change in TDI's UK operation and Kevin Webb has written to the new TDI UK chief instructor for clarification on several issues. To date there has been no reply.

A call to TDI for clarification on our position

**KW: 08 April 05**

Investigate other avenues for the supply of Nitrox

**KW: 01 June 05**

### Course dates

All course directors to supply planned dates for the next 12 months, to KW, for their courses **CD's: 1 May 05**

Dates to be published in SD & on the website **KW: 15 May 05**

The course booking procedure is as follows:

- Course form completed and signed by the BDO (BI course)
- Course form completed and signed by the BDO & R.C. (RI course)
- Course form completed and signed by the Branch secretary (all other courses)
- Send the completed form to HQ along with the preferred date and a 50% deposit cheque.
- New formwork to be produced **KW: 10 May 05**

New reporting forms to be sent to the course directors **AM: 01 May 05**

### The new qualification schedule

A copy of the new qualification schedule along with a letter explaining the changes to be sent out to the remaining R.C.'s, Examiners and the Branch Diving Officers. **H.Q: 15 April 05**

Investigate the possibility of downloading the new training schedule onto the SSAC website. **AM: 01 May 05**

Future changes to the log book:

- Page 2, paragraph 6: Change the 15 mtrs to 10 mtrs.

The new training schedule:

- Page 29: make lecture 12, number 1.
- Swap the current number 4 & 5 around, with the above change number (4) will be number (6).

### Review of the current training schedule

A discussion took place regarding the best way to proceed with this.

Send copies to all NDC of current notes. **AM: 10 April 05**  
All to review & feedback to AM **NDC: 1 May 05**  
Feedback on above to KW. **AM: 15 May 05**

A full review, conducted by the NDC, R.C.'s and Examiners will take place one day and the conclusions will be sent to the Branches for consideration.

## **Taskforce**

As discussed at the D.O.'s conference a taskforce will be set up to aid outlying branches or branches with "special needs". This taskforce will be set up once all R.C.'s and branches have been allocated. **KW: 31 May 05**

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

Require more R.C. stamps.

**KW: 13 April 05**

Congratulations to Billy Symington on achieving his Examiner qualification.

## **Date & time of next meetings**

13 April 05 @ 20.00

15 June 05 @ 20.00

17 August 05 @ 20.00

12 October 05 @ 20.00

14 December 05 @ 20.00