

National Diving Council Meeting Minutes

Tuesday 1st May 2007 - 7.30 PM - SSAC HQ



NDC Members Present

Kevin Miller, Marion Brown, Bert Smith, Kevin Watson, Sam Paske, Gordon Young, Graeme Forsyth

Ex-Officio Members Present

Nigel Spike, Jack Morison

Apologies

George McBurns, Drew Stevenson, David Fuller-Shapcott, Tony Carter, Billy Symmington, Ian Whittaker, David Caruthers, Murray MacCallum

Meeting

Kevin Miller presented the agenda for the evening.

Adoption of Previous Minutes

3rd April 2007

Proposed: Gordon Young

Seconded: Sam Paske

Actions from Previous Minutes

Number	Action & Update	Actionee	Date Due
1	All RCs to submit RC report to NC 7 days prior to each meeting	All RC's	Ongoing
2	Assistant NDO to provide summary of incidents at each meeting and provide synopsis to BSAC every quarter. <i>KW to write brief summary for website on Incident reporting Annually.</i>	KW	Ongoing
3	Course Directors to submit report prior to each meeting	Course Directors	Ongoing
4	John Arrowsmith memorial foundation/trust options	DL	Ongoing
5	ID cards for RCs	General Committee	Ongoing
6	Job Description of National Coach	KM	Complete
7	Crossover guidance <i>KW will circulate crossover matrix for approval at next meeting</i>	KW	Ongoing
8	Deep Rescue course profile	Bert Smith	
9	Letter in next BDO mailing for feedback on location of DO Conference – see below.	NDO	On going
10	Consider minimum age requirement for aqualung training. AM to send letter to Medical Advisor requesting guidance before being considered by NDC.	NDC	Discussed
11	Review draft risk assessment template Contact Peter Cook from HSE to incorporate his comments.	NDC	Discussed
12	BDO Handbook material to be printed and issued	HQ	Ongoing
13	Diving Officer's Conference planning	SP/GY	Ongoing
14	Training Schedule Task Group to be assigned	GF	Discussed 2 dates agreed upon
15	Letter to all Branches re Sport Diver Training Schedule	GY	Complete
16	Letter to Tearooms owner	AM	Next meeting
17	Regional Coach Appointments	National Coach	Complete

National Coaches Report

Graeme reported the Regional Coach List had been prepared although there were a couple of other people he still required to speak too, this list will be submitted to HQ and the web master for publication.

Course Director Reports

Nitrox - Don informed that the last Nitrox Course had to be cancelled as there were only 2 candidates.

O2 Heart Start - Bert reported the last course held in Stirling University had been well received and positive feed back. Bert has a further course to be carried out over the Bank Holiday weekend in Ullapool, costing have been submitted to HQ.

B.I. Nothing to report at this juncture 5 dates have been set for the forth coming year. These have been split between East & West however additional courses can be arranged where there is large numbers in other parts of the country requiring the course.

Incidents

Kevin Watson reported whilst he was aware there had been an incident to date he had not had the opportunity to read through the report (only received tonight)

RYA - Boat Handling Course

Concerns were raised as to why we no longer had a course director for the boat handling course and what plans did the NDC have in to putting one in place. The meeting was informed that at present our Registration with RYA was suspended due to some irregularity. To date was unable to inform as to what the irregularity was as RYA only communicate with the Principle, agreed to ask Tony Carter if he was able to give any further information

Master Diving Training Weekends

These are scheduled for the 19th & 20th May at the Tea rooms, Hazel to e-mail Examiners for their availability.

Diving Conference

Sam & Gordon reported back on the progression and discussed the availability of funds being made available to pay expenses for guest speaker's expenses etc. It was agreed in principle this would be okay however, approval to be sort from the Treasurer by NDO.

Further discussion was had in relation to opening this up from being the Diving Officers Conference and the benefits of this. It was agreed that this would be a Diving Conference and opened to all members and non members of Scotsac.

Further discussion is required with regards to what to charge for admission which would include lunch and for those agencies there would be a nominal addition to assist with the costs etc.

Some discussion was had in relation to approaching various diving outlets for donations for a raffle and potentially sponsoring the event which would give them free advertisement.

Training Schedule

There is a view that whilst the current schedule is of a high standard we questioned is it 'fit for purpose' as things have moved on in the Diving Industry, agreed to set up a Task Group with 2 dates (1 East & 1 West) to discuss and analysis present schedule from top to bottom.

AOCB

Meeting finished at 22.15

Summary of Actions

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5	ID cards for RCs	General Committee	Ongoing
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8	Consider minimum age requirement for aqualung training. AM to send letter to Medical Advisor requesting guidance before being considered by NDC.	NDC	Ongoing
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10	BDO Handbook material to be printed and issued	HQ	Ongoing
11	Diving Officer's Conference planning	GY/SP	Ongoing
12	Training Schedule Task Group to be assigned	NC	Ongoing
13	RYA Boat Handling Course	NDO	Next Meeting
14	Master Diver Training Weekend	NDO	Next Meeting

Summary of Actions

Future meetings:

5th June 2007
 3rd July 2007
 7th August 2007
 4th September 2007
 2nd October 2007
 6th November 2007
 4th December 2007