

# National Diving Council Meeting Minutes

Tuesday 3rd February 2009 - 7.30 PM - SSAC HQ



## NDC Members Present

Nigel Spike (NS), Marion Brown (MB), Gordon Young (GY), Sam Paske (SP).

## Ex-Officio Members Present

Keith Waugh (KW) Joe Campbell (JC), Tony Carter (TC), Murray MaCallum (MMc), Billy Symington (BS)

Guests – Jack Morrison (JM)

## Apologies

Andrew Murray (AM), Don Lees (DL), Graeme Forsyth (GF), Drew Stevenson (DS) David Carruthers (DS), Kevin Watson (KW)

## Adoption of Previous Minutes

The minutes of the meeting on 6<sup>th</sup> January 2009 were proposed by MB and seconded by JC

## National Diving Officer Report

- The NDO said his report would be covered by various items on the agenda.

## National Coach Report

- Everything going OK hopefully new RC's in the pipeline.

## Regional Coach Reports

- 1 written report received from GY.
- TC reported he would welcome help from RI's to provide open water training for Coatbridge branch SP and MMc offered help.
- MMc reported Napier and Lotsac were sharing a pool session successfully and that Limerick branch had carried out SD training.

## First Aid Qualifications

- Following the proposal to ask instructors to hold and update (every 3 years) a first aid certificate it was agreed that we would accept any recognised basic first aid certificate and until we can expand our ability to provide to instructors our own certificate.

## Incident Reporting

- GY has agreed to take over co-ordination of incident reports from KW.

## Training Review Update

Feedback has been received from several members, branches and members of the NDC. These have been circulated to the working group. NS read out the main points and objections/corrections. Each was discussed fully. The consensus of opinion was to:

- Retain the "remove and refit mask" and incorporate into the Branch diver pool skills
- Retain the "swim with blacked out mask" and incorporate into the Branch diver pool skills
- Include a paragraph in the explanation for Master Diver 'Remove & Refit kit' to cover variances in buoyancy/cylinders/weighting etc

## Depth Limits

- A paper was submitted by Grampian Branch and circulated prior to the meeting. While many of the points made were pertinent it was decided not to alter the depth limits at the current time. However the meeting decided to make the limits recommendations instead of rules as they are at present and will be incorporated during the training schedule review and presented to the Board.

## Nitrox Course Update

- JC reported ITDA could deliver an advanced nitrox course and he will seek clarification from them as to the content ie, what mixes it covers.

## Instructor Training Days

- MMc is happy with the arrangements so far and the support he has been promised. He has managed to achieve a 1-1 ratio of mentors for new RI candidates. NS thanked MMc, DL and GF.

## Master Diver Review (lecture notes)

- MB raised a couple of points she would like clarified NS reminded members that responses should be sent in by Friday at the latest.

## NAS Project

- NS announced NAS would provide an awareness course it would be a ScotSAC course which could be delivered by any instructor who had themselves attended the course. Alison Fuller-Shapcott had agreed to co-ordinate with NAS. Further details will be published in Scottish Diver and on the website.

## AOCB

- It has been pointed out to NS that there was no information on the content of Sport Diver training on the website. It was agreed to put what is in the record book on. He also congratulated SP on attaining RI and expressed his gratitude that she had agreed to take on the role of Assistant NDO. He noted with pleasure that Graeme Forsyth had gained his Examiner award.
- MMc said the recent BI course had been a success and he thanked all who helped on the day. He commented that he would like to develop the course and Paul Wood has agreed to work on group activity. It was noted that, whilst there is flexibility regarding attaining all prerequisites before attending the course itself, no such latitude can be given when applying for assessment: all prerequisites must be met beforehand. Child protection part needs to be updated: Kevin Miller will liaise with MB. MMc also noted there was increased participation, perhaps due to courses being free.
- TC raised concern that ScotSAC advice on boathandling has been replaced by CDA advice without being cleared by NDC and that the SSAC H&S Policy had been removed. JM to investigate.
- TC also thinks there is a flaw in our risk assessment form in that he thinks there should be a requirement for divers to register their agreement to take part in diving activities. MMc also pointed out the "risk" column is wrong and does not match what is taught on BI course. MMc to liaise with MB to clarify.

## Actions Record

No.	Action and Update	Actionee	Status / Date Due
1	Check viability of Stranraer branch in particular	GF/ BS	ongoing
2	Compile bank of theory questions and sample papers	SP	Ongoing
3	Review progress of new Awards	SP	Ongoing
4	Firm up the December Nitrox course – <i>course complete</i>	JC	Complete
5	Flag up new opportunity to join NDC email loop	NS	May 2009
6	Investigate BSAC crossover levels	JC	Ongoing
7	Reinstate existing crossover information on the website	NS, AM	Complete
8	Create downloadable "BDO's Handbook"	NS, AM	Ongoing
9	Risk Assessment of the new Awards scheme	NS	Ongoing
10	Recommend NC/RC honoraria to Board	NS	February
11	Explore options for Advanced Nitrox course	JC	March
12	Add BI/RI/Examiner trainee status to database and RC reports	AM	April
13	Course Directors to provide dates for courses in 2009	MMc, BS, GF, JC	ongoing
14	NS to liaise with BS on detail of Diver First Aid, Heartstart and O2 Admin courses	NS / BS	February
15	Review latest training review document and feedback to SP	All NDC	Complete
16	Explore options for delivering Safeguarding and Protecting Children course	MB	March

17	Check implications of RC agreement / expenses etc on tax and employment situation	NS	Ongoing
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Meeting Closed at 9.30pm.

**Future meetings – all at 1930hrs, at ScotSAC Headquarters unless otherwise advised:**

**3<sup>rd</sup> March**

**7<sup>th</sup> April**

**5<sup>th</sup> May**

**2<sup>nd</sup> June**

**4<sup>th</sup> August**

**1<sup>st</sup> September**

**6<sup>th</sup> October**

**3<sup>rd</sup> November**

**1<sup>st</sup> December**