

# National Diving Council Meeting Minutes

Tuesday 1<sup>st</sup> September 2009 - 7.30 PM - ScotSAC HQ



## NDC Members Present

Nigel Spike (NS), Marion Brown (MB), Gordon Young (GY), Graeme Forsyth (GF), Sam McKay (SM),

## Ex-Officio Members Present

Tony Carter (TC), Andy Murray (AM), Joe Campbell (JC), Jim Anderson (JA), Don Lees (DL)

Also Present: Huw Thomas (HT)

## Apologies

Bert Smith (BS), Peter Courtier (PC)

## Adoption of Previous Minutes

The minutes of the meeting on 4th August 2009 were proposed by JC and seconded by MB

## National Coach Reports

More reports in, new system appears to be working. Issue with one of the branches, Amber Williamson to deal with this. A lot of Instructor activity at the moment. From 8 who took the RI course last year, 5 have completed it and 3 have only one assessment left to do.

## Regional Instructor Course

Members to be emailed or posted course information. 8 candidates booked. **HT to check availability of Instructors.** Master Diver CDs and documents to be sent out to candidates. Change address on documentation before sending out

## Regional Coach Reports

- TC – query from one branches on what is “branch/club dive”? A member wants to know when he should be informed of diving activity taking place. There is a definition of this in either old red book or new book. But this is for an ‘expedition’, and this discussion refers to a ‘branch dive’. Suggested that a ‘branch dive’ is one where the BDO has been informed prior to diving activity taking place. Rules and regulations are defined in the blue logbook, but nothing specifically says BDOs should be notified in this book. Training dive automatically becomes a ‘branch dive’. Discussion deferred to next meeting.
- Risk assessment – one of the clubs believes that this is mandatory; however, it is only recommended as indicated in the recent documentation issued to all members.
- “BDO should be informed when a training dive is to take place, so they can advise” – West Lothian have this in their documentation, but there does not seem to be a national version. Locate national version if it exists and review at next meeting.
- SM - Stirling – two RI open water assessments: both passed; 4 candidates for BI at Stirling
- SM - Forth valley – 1 BI assessment last weekend, passed
- SM - Midlothian – 3 BI candidates, seem good and further work required. Support being provided.
- GY – nothing to report
- AM - Stirling University – no conduct during month but term will be commencing again soon so will be in touch

## Incidents

None reported this month

## Try Dive Documentation

- Try Dive cert – Subject to the following amendments, the certificate was approved. Dots to be same font size Remove version detail, logo to be in blue. Also cross out ‘s’ in bottom sentence – Sports Diving. This will be added to the online BDO handbook as a PDF. HT to do above.
- Disclaimer – some changes made and updated by AM. Document approved.
- Instructor Notes – GY to circulate two more documents before can progress

## **Minimum age for Try Dive**

The NDC view was that 8 was the absolute minimum, although this is subject to additional factors including equipment sizing. Further guidance to be added to the Instructor notes by GY. Make sure BDOs know they don't *have* to train 8 year olds, though; allowing these members to dive will be *at the discretion of the BDO*. This recommendation will be referred to the Board at next meeting.

MB also suggested some guidance be included in the try dive instructor notes about child protection. GY to incorporate.

## **Risk Assessment Try Dive**

Discussion took place on the document circulated. Change title to include 'guidelines'. Not sure what specifically should be in the risk assessment, as a lot of things are situational. GY and MB to review this document incorporating the discussion.

Do we need 1500L of air in tank for training dive? Sheriff specifically said Try-Dives should have this amount of air, and this was *interpreted*. JA suggests that we continue with rules we have, which states 1500l for any training dive or try dive, for a suitable period of time, then come back after possibly a couple of years to review. Others held a view that everyday training in the pool situation was a separate issue. AM to find out more about this by consulting the details of the response to the recommendations.

## **Weight systems**

No feedback to NS on the document circulated. Seems we as a community have moved on from the single-webbing weight belt, and now have a large number of systems. Problems arise relating to deciding which system to use for training. Also, how to train with each new system?

Suggested that we have new course about weight systems, or integrate this info into existing course. NDC wonder is there is a need for this? Weight belt training currently given at most clubs, but this isn't standardised.

Two standard exercises exist – remove weights at side of pool and get out, and taking a buddy's belt off when doing a simulated rescue. But this is only done for a standard single-buckle belt. Nothing else needed currently with standard belt. Other exercises will be needed for the other systems.

Put weight systems document on website? Pros and cons of each system, and how to use them.

NS to finalise and then publish in magazine and on website.

## **Training dive group numbers**

A query was raised following the June NDC minutes which indicated a one instructor and one trainee could not dive together. It was clarified that a buddy pair consisting of one trainee and one instructor was certainly permitted, providing the appropriate shore cover was in place and safety personnel appointed. The previous minutes indicated that instructor and trainee combination could not be the only divers at the dive site – i.e. these two people must not be at site on their own.

## **Training with rebreathers**

Information found about this in minutes from October 10<sup>th</sup>, 2006. Can Instructors use rebreathers? NDC's view is still that the Instructor should be wearing similar equipment to the trainee. At present, can't bring trainees in with rebreathers. No decision to review this yet. Note that this includes all levels of Instructor.

## **Move to Edinburgh**

ScotSAC HQ is to relocate to Edinburgh on the 1<sup>st</sup> of October. Further info is to be circulated in due course. Branches are encouraged to send membership renewals in plenty of time to allow for delays during the move.

**HT – to send out a map of new site before next meeting**

## **Dive slates and Master Diver CDs**

Going out this week. Posted on 3/9/09

## **Rescue Refresher**

Minor changes to documents have been made by AM. Approved by NDC and to be passed to Board for next meeting.

## **AOCB**

- DL needs help with BI course Sunday 25<sup>th</sup> October. No help available so will have to change the date.
- NS can't make December meeting.
- MB – knows group that does 'try dive', but not affiliated to ScotSAC. They only operate for three weeks each year. Can they get reduction on membership costs? School activity. Currently they can't do this.
- JA suggests that the "actions" record have things removed that have been 'on hold' for more than two months, and these can be archived. NS happy to have 'back-burner' list.
- DL has been appointed as Assistant National Coach to assist GF. NS expressed his gratitude to Don for taking on this task.
- Carrying cylinders in car – new guidance from HSE confirms that they are not counted as dangerous goods.
- MB – additional signatories needed for DAS project, and have to do a new disclosure.
- JC – Some dive shops now refusing the fill cylinders not tested by them. Also, if one day over visual renewal, it will require to have a hydrostatic test. **This info should go on web and in magazine.**
- AM – Suunto deadline has been extended to end of month.

## Actions Record

No.	Action and Update	Actionee	Status / Date Due
1	Check viability of Stranraer branch in particular	GF/ BS	ongoing
2	Review progress of new Awards	SP	Ongoing
3	Investigate BSAC crossover levels	JC	Ongoing
4	Create downloadable "BDO's Handbook" – <i>HT looking into this.</i> Online in draft, <b>to be circulated with draft minutes for review</b>	NS, AM, HT	Ongoing
5	Risk Assessment of the new Awards scheme.	NS	On hold
6	Explore options for Advanced Nitrox course <i>People asking JC for course soon, but no names registered at HQ. Other local provider now doing for same price as we are, every 6 weeks. We should set provisional dates in future, so people can sign up to these rather than just register interest.</i>	JC	On hold
7	Try Dive pool – check condition – <i>Arrangements made now for PAT testing for Thursday morning, 3/9/09, and arrangements made for transport. GF will keep pool at his site until collection.</i>	GF	Ongoing
8	Liaise with Dr Wilmot re medical – <i>Nothing heard back yet. For the moment, put in medicals as normal.</i>	NS/AM	Ongoing
9	Crossover document updated and re-circulated for publishing on website – <i>not yet completed</i>	AM	September
10	Review options for training opportunities in quick release weight systems – <i>see agenda item</i>	NS	End of July
11	Develop Try Dive leaflet for participants – <i>ongoing</i>	GY	Ongoing
12	Letter to all BDOs with pro-forma to confirm receipt and understanding of the changes, once documents have been agreed.	NS	November
13	Advertise position of new BI coordinator – <b>GY now new BI coordinator</b>	NS/HT/AM	Complete
14	Letter to BDO of Branch re incident – <i>sent</i>	NS	Complete
15	Update Pool and Open Water Training Record templates – <b>Complete unless otherwise advised</b>	HT	Complete
16	Create stickers to be included in all newly issued qualification record books, and a batch issued to BDOs. Wording to be prepared by NS – <i>wording prepared – stickers to be prepared.</i>	HT/NS	Complete
17	Consider the absolute minimum age for try-dives	All	Complete
18	Update Try Dive instructor notes for next meeting.	GY	October
19	Update the training review timeline – <b>SM to get done for next meeting</b>	SM	October
20	Update guidance for Instructors, BDOs and RCs on rescue refreshers	AM	October
21	Update Training and Assessment Templates – complete	GY/HT	Complete

22	Equipment requirements for instructors – HT to investigate minutes and see if discussed previously – <i>Complete – see agenda</i>	HT	Complete
23	Circulate document on Training Opportunities on Risk Assessment, and Try Dive Risk assessment for next meeting	HT	October
New Actions			
24	Check availability of Instructors for RI Course	HT	(complete 3/9/09)
25	Add to agenda for next meeting a discussion on Branch dives. West Lothian to provide copy of previous documentation on Branch dives.	NS/HT	October
26	Finalise Try Dive certificate and circulate for approval at Board meeting	HT	8 <sup>th</sup> Sept
27	Review documentation on air requirements for pool training dives	AM/NS	October
28	Publish article on weight systems on website and magazine	NS	November

Meeting Closed at 9.30pm.

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

**6<sup>th</sup> October, Edinburgh (tbc)**

**3<sup>rd</sup> November, Edinburgh, (tbc)**

**1<sup>st</sup> December, Edinburgh, (tbc)**