

National Diving Council Meeting Minutes

Tuesday 2nd February 2010 - 7.00 PM - ScotSAC HQ



NDC Members Present

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

Ex-Officio Members Present

Billy Symington (BSy), Joe Campbell (JC), David Carruthers (DC), Tony Carter (TC), Jim Anderson (JA)

Also Present: Kate Jenkins (KJ)

Apologies

Albert Smith.

Adoption of Previous Minutes

The minutes of the meeting on 5th January 2010 were proposed by SM and seconded by DC, subject to minor emendations.

National Coach Report

- Ronnie Scrymgeour has been appointed as the new RC for Midlothian branch.
- Irvine club has 4 new BI's after the candidates successfully completed their training; many thanks to Amber Williamson, Ronnie Scrymgeour and GF.

Regional Coach Reports

- JC, DC submitted written reports
- TC – Coatbridge branch have 5 members who will possibly undertake Master Diver training. The club's issues appear to be smoothing out.
- SM – Midlothian – BI candidates who are keen to move on are being catered for. Stirling – have 4 candidates who wish to undertake deep rescue training. BSy, DC, and TC are able to assist.
- MB – trainees are moving on well.

Incidents

- No incidents to report this month, although GY and GF are awaiting more information of an incident that occurred in between dives.

Nitrox Awards

- JC – all 7 ITDA packs have been sent to Carlisle branch in preparation for the course on 6th Feb.
- ITDA and Malcolm Murray have expressed unhappiness for Nitrox courses to go ahead without the candidates seeing the folders in advance.
- Meeting scheduled for 13th Feb between JC and BSAC to discuss the possibility of using BSAC-run Nitrox courses. JC asked the NDC for any queries they may wish him to discuss at the meeting: NS – logo and branding of course (ScotSAC, cross banded?). TC – conversion of BSAC tables to Bhulmann tables. Cost per person/course. JC – 3rd party liability insurance. Who is liable should anything happen? This will need to be clarified by contacting the insurers, when more information has been attained.

Instructor Development Day

- Feb 20th – 21st. RI candidate numbers presently unknown. GF received an apologetic e-mail informing him that unfortunately Jim Tilston had to pull out due to time constraints. However, there are still an adequate number of Instructors helping out over the weekend.
- NS queried how we would know who is attending which day. NS to draft letter for KJ to send out to all BDO's and RC's with information for the weekend. Responses will be collated at HQ and forwarded on to GF before the course.

First Aid Advert

- NS produced an advert for volunteers to be circulated on the website and included in the next Scottish Diver magazine.

Pool Guidance Document

- Some branches have been experiencing difficulties with their pools regarding liability. JA has been approached by the new pool manager at Xcite leisure centre, enquiring if their branch could train their staff in how to deal with diver rescues. There was a discussion about the current documentation and how it negates the need to train pool staff. JA stated that most pools feel obliged to provide pool cover, and do not allow the clubs to provide their own. This was not felt to be the case in other regions.
- NS to put the working document to the board for ratification.

Regional Coach Publicising

- NS proposed a section of the website to be dedicated to provide membership with RC information. GF and KJ to produce an up-to-date list of RC's and the branches they cover. KJ to e-mail the list to Adrian Thomas for the website, along with a photo and blurb.

Questions 1-5

- MB and TC were thanked for providing written and verbal responses respectively. NS suggested that the questions should be set and circulated prior to meetings, allowing him to collate all the responses and float the results at the next meeting.
- Expedition - there was a discussion about the minimum number of divers, and dives that constitute an expedition. SM suggested that there should be two definitions, one for the Master Diver qualification, and one for use during everyday dives. JA suggested that a definition is needed for everyday diving first, from which the rules for the Master Diver qualification can be clarified.
- Dive Marshall – GF suggested that the dive marshal has a lot of responsibilities. NS suggested that these can be delegated.
- All rules and recommendations need to be accompanied by clear guidance, and commentary which supplies a rationale for the rules.
- NS to bring up a version for ratification at the next meeting

Next Steps

- There was a discussion about the time scale to which the new awards scheme must adhere. This is dependant on the stock levels and of sport diver materials and other training materials.
- The next 10 questions will be circulated before the next meeting, and feedback will be collated via NS and reported at the March meeting.

Meeting times

- NS proposed MDC meetings to have a start time of 7pm due to the building closing earlier. This was accepted by all those present.

AOCB

- Next NDC meeting to be held Tuesday 2nd March 2010
- An e-mail was circulated to the NDC regarding the inclusion of BMI on the medical self-certificate. This has been forwarded to Dr Wilmot; no decision can be made by the NDC regarding this.
- GY enquired about protocol for guests diving with ScotSAC branches. NS will pass query on to Iain Graham to refer to the insurance company, and will report back once more information has been gained.
- GF is awaiting more information about a recent fatality. JA suggested we need a formal response to branches and families of those involved in future incidents. GF to note his experiences and form a process.
- MB CRBS audit - feedback has been given and the report was good. The new PVG scheme is to be rolled out in Oct/Nov this year, with the voluntary sector being included the following year. All

instructors pre 2004 will be obliged to have a CRBS check; more information will be made available when the scheme is put in place.

Actions Record

No.	Action and Update	Actionee	Status / Date Due
1	Review progress of new Awards	SM	Ongoing
2	Investigate BSAC crossover levels	JC	Ongoing
3	Risk Assessment of the new Awards scheme	NS	On hold
4	Explore options for Advanced course – JC discuss options with BSAC	JC	February
5	Crossover document updated and re-circulated for publishing on website – find out progress from AM for next meeting	AM	On hold
6	Develop Try Dive leaflet for participants – NS to present full set of try dive documents to Board	NS	February
7	Letter to all BDOs with pro-forma to confirm receipt and understanding of the changes, once documents have been agreed	NS	Ongoing
8	NDC to consider what they would like on a 'RC' page of the website	All	Ongoing
9	Explore option of BSAC Nitrox course	JC	Ongoing
10	Assign volunteer to liaise with webmaster re uploading meeting minutes	NS	On hold
11	Review ScotSAC Nitrox course documents to present to NDC	TC/JC	Ongoing
12	Circulate Training Schedule document to NDC for review next meeting	TC	Ongoing
13	Produce booking sheet/book for ScotSAC equipment	KJ	Complete
14	Send full set of Try Dive documentation to NS for the Board	GY	Complete
15	Send First Aid advert to AT for website, and to JM for magazine	NS	February
16	Working Pool Management guidance document to be put before Board	NS	February
17	Full RC list to be created, request photos & blurb	GF, KJ	March
18	Draft and circulate letter to BDO's and RC's with info on Instructor Development Days	NS, KJ	February
19	Insurance clarification for guest diving – Iain Graham	NS	Ongoing

Meeting Closed at 9.30pm.

Future meetings – all at 1900hrs, at ScotSAC Headquarters unless otherwise advised:

- March 2nd 2010