



WHAT'S BUBBLING

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The Magazine of Ealing Sub-Aqua Club (BSAC 514)

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DIARY DATES 2004

Saturday 27th March - Pre-season Club Ceilidh, to be held at Deane Park Hall in South Ruislip. If the last one of these was anything to go by, this should be a real treat! Same band as last time. Pot Luck Supper: please contact Julie or Christine Newton for details. Tickets: £10 for adult, £5 for children.

For those of you who are not aware the new Dive Leading manual has just been released from the BSAC.

Having had a look through I can recommend it to any Dive leader or above, wanting to brush up on their skills or any member looking to become a dive leader.

The book contains valuable, up to date information on planning your dives, marshalling dives, the environment we dive in, different breathing gasses, 'dive leader' skills and equipment and the many different types of diving you may want to do.

To order your copy, go to the BSAC bookshop at www.bsac.org and order on line, or phone them on 0151 350 6200. The book costs £15.

Regards Craig

A Morning at the Boat Yard – Saturday 3rd January – Natalie Ealand

No, not THE Boat Yard but my driveway. Tigger Too came out for a spruce-up. We already had Scrappy in the garage, so what difference did one more make? And of course the venue meant that tea, coffee and cake (a Chocolate and a Lemon, home made) and – possibly more importantly, a loo – were all within easy reach.

John Mullins (Boat Officer), David Broad, Dennis Philpott and Nigel spent a very fruitful morning doing routine maintenance on Tigger Too. This was the second bit of work on this particular boat since Christmas: recently John and Nigel had met at the Boatyard to determine what could be done about the trailers given the significant concern expressed at the last AGM. Research on the Internet had shown that the tyres on Tigger were correct for the load and that they should be pumped to 45 psi. In addition the tow hitch weight should be between 45-65Kg.

On investigation they found the tyres had a mere 35 psi and the tow hitch weight was over 70kg with the shot weight in the rear of the boat; this alone would make a fair bit of difference to the towing performance of the boat. So what did the team do this fine morning? The words "DON'T STEP" and "45 PSI" are now stencilled to the mudguards and the tyres are suitably pumped. The hitch weight has been reduced to 50Kg (with boat kit rigged ready for launch) by shifting the wheel axle forward 6 inches and the brake cable mechanism stripped, greased and re-adjusted. All members of the team sported a socket wrench; a beautiful thing to watch, synchronised spannering – and the boat was back in the container by midday.

This was the first of many such boat-mornings; more will be arranged as we go through the early part of 2004. More people are urgently needed to help with this routine boat maintenance; if you can tell one end of a spanner from the other, and can spare the odd Saturday morning, please offer your services by emailing John Mullins (john.mullins@highgateschool.org.uk), who'll be delighted to hear from you! At the moment, the Boat Team comprises just five members – please come forward to help maintain your hobby's equipment.

LETTERS TO THE EDITOR

Dear Ed,

Would it be possible to publish the minutes of AGM's sooner after the event than the next occurrence of the event. I always find it difficult at AGM's to remember what was said a year previously and whether the minutes are a true and accurate record. If the minutes were published in the next What's Bubbling it would be easier to check for misunderstandings.
Simon Yardley

Chair's Comments:

Dear Simon,

The AGM minutes will be published one month before this year's AGM. As to the Accounts we apologise for the delay but these will be published shortly.

Dear Ed,

I believe the Heinke Trophy is awarded to Clubs who excel and can be regarded as an icon to which all clubs should aspire. Does the committee really think our current club is one to which other clubs should aspire? We are a club where there are deep divisions between many of the membership and the committee; we have an ex-chairman who felt so deeply on issues within the club that he had to resign; and at the last AGM only 50% of the club felt committed enough to the future of the club that they bothered to turn out to direct it.

Should we not be looking inward to our own shortcomings and healing the major rifts within the club before attempting to promote ourselves as a centre of excellence?

Name withheld

Committee Comments:

Dear Member

BSAC award the Heinke trophy each year to recognise BSAC Branches that have "done the most to further the interests of its members and of the BSAC". The criteria cover 5 main areas; Membership, Diver Training, Diving Activities, General Activities and Special Achievements. In the Branch Officers' reports at the AGM, it was clear that 2003 was undoubtedly a fantastic year in many spheres of the Club's activities. For a detailed summary of the achievements please refer to the article published elsewhere in this issue. We firmly believe that all these wonderful achievements should not be allowed to slip away unrecognised.

In 2002, 24 out of 68 members attended the AGM, some 35% of total membership. The year before 27 out of 58 (46.5%) members attended. As a Committee we look forward to trying to break the 50% barrier at the next AGM!

The resignation of Richard Ayers as chairman last year was explained in a What's Bubbling article at the time. He did not resign because he thought the Club was in serious trouble, but because he realised that he had lost his objectivity, which was incompatible with his position as Chair. What is indisputable is that Richard's decision to resign was an attempt to diffuse the situation and allow the remainder of the Committee to get on with the tasks in hand. The Committee recognise that some members still have issues arising from this period. We appeal to them to recognise that we are a new Committee and are working to address these issues and take the Club forward into 2004. We are endeavouring to address the points that arose at the AGM, for example with the communications questionnaire and rapid publication of the Committee minutes and are currently working on other issues such as emailing lists guidelines, constitutional review, club forums, boat training etc. We appeal to all those who still have concerns to come forward and discuss them with us, so that we can all work together for the long-term success of the Branch.

With respect to an ESAC submission for the Heinke trophy, this was intended to give due recognition to all the hard work that so many members put into so many areas of ESAC activities last year. Does anyone really want to play down all the brilliant achievements of ESAC members during 2003? Whilst ESAC would not claim to be a centre of excellence, nor promote ourselves as such, recognising our own achievements is the very least we owe our members, and the Heinke trophy provides an excellent vehicle to do just that!

If any member wishes to discuss this further please contact a member of the Committee.

The Committee

Editor comment: Please see Heinke Trophy Outline information, page 11.

Dear Ed,

I was surprised to learn at this year's AGM that the new boats, rather than being a few kilos heavier than our old Tornado are in fact 50% heavier. I seem to recall at the time of replacing the Tornado there was a members' survey in which I believe it showed that the majority of members wanted boats of a similar size, but certainly not heavier than the Tornado, which was considered heavy itself at that time. My concern as one of the few who tows is that the heart of my car is going to be wrenched out. Can the Committee explain how we ended up with these much bigger boats?

Nigel Ealand

Committee Comment:

Dear Nigel,

Firstly we need to correct any impression that the 2001/2002 committee when compiling the grant application and boat specification had totally disregarded the members' wishes as stated in your letter. As you correctly point out a survey of the members was conducted at the time to understand what club members liked and disliked about the existing Club boats and what they would like to see in a new boat. The conclusions of this survey, as detailed in the December 2001 committee minutes, show that the 5.3m Tornado was the preferred boat for in water ride quality and physical size, although the engine was felt to be undersize, and that the layout of the Humber with the position of the bottle rack was better. The Humber was general preferred for towing, as it was lighter, but the Tornado was thought to be a safer boat to tow, if the brakes were working properly. (Remembering that the brakes on the Tornado trailer never seemed to work)

The survey also identified that there was no interest in a towing course, but lots of interest in boat handling tuition.

Could we also point out that the weight of the Tornado, as checked in Oct 2001, was approximately 850kg. Which compared to Scuba Doo is an increase of 30% not the 50% as stated in your article.

The December 2001 committee minutes go on to conclude from the survey that the basic specification of the new boat was to be a Humber type layout which was the same size as the Tornado. This was in line with the survey for a 5.3m boat for the preferred ride quality, and the layout of a Humber for ease of diving. The finer details of the specification were then drawn up by a sub committee of 5 experienced members of the club which resulted in the 5.3m, 90hp boats we have today.

The issue of towing was considered carefully at the time, as the specified boat was to be 100kg heavier than the Tornado, mainly due to the increased weight of the new 90hp 4-stroke engine over the 60hp 2-stroke. Towing capacities of several members' cars were collected and reviewed against the weight of the proposed boats, and in summary the Committee felt that the increase in weight would not reduce the number of tow bars within the Club. It was found that a typical 1.4 litre small car, which belonged to one Club member, could have operated at 75% of its allowable towable weight. The Committee also recognised that cars of this engine size generally did not tow the boats, although if members wanted to, it was a possibility. It was also noted that those that regularly tow, taking you as an example, would have been operating at about 55% of your maximum allowable towing weight of 1800kg.

To ensure that the members did 'feel safe' towing a boat of this size we tackled the issue of ensuring that the trailer brakes were always working efficiently, unlike those on the Tornado. This was done in a number of ways. Firstly the trailers were professionally setup for the boats we had bought. Secondly, the Committee also agreed that professionals would service the trailers annually to ensure the brakes worked efficiently, and this was built into the financial model. It was recognised that problems however do not happen annually, and the Boat Report form was put into place to provide feedback to the Boat Officer who could then ensure the boats, and trailers were in full working order when Club members wanted to use them.

Scuba Doo was picked up in mid March 2002, it then took Club members a considerable amount of time and effort to fit all the electrics, and ancillary items before its launch on 5th April. Unfortunately at this time, its first outing in water by ESAC, it was noted that there were a number of things that during original manufacture had been overlooked which resulted in, amongst other things, water coming over the transom and flooding the boat. It was also noted that the weight as quoted by the manufacturer was also incorrect and the boat actually weighed 1050kgs, not 950kg as originally quoted.

With the dive season imminent this caused a major problem for the Diving Officer and the Committee. We had one boat which sank, and one the Humber (now rechristened Scrappy), which the year before we had agreed was not reliable enough to go out on its own.

To resolve the issue we explored, sending Scuba Doo back, demanding a refund, then buying another boat either second hand or new. After searching the prevailing second hand market we found it had nothing to offer; and purchasing a new boat would mean a waiting list of about 12 weeks. Neither was compatible with going diving. We therefore went into negotiations with the boat manufacturer. They agreed to take the boat back, make us a new one to a revised specification, give us £500 worth of free extras and get the boat back to us for the early dive season. It was also agreed that we could borrow a replacement boat whilst the new one was being made to use for early season trips. This meant we had a boat for the season, with a better spec than originally envisaged, but it weighed 100kgs more than envisaged. As part of the committees decision making process the weight issue was again reviewed. For our 1.4 litre small car it meant towing at 80% of allowable towing capacity. For the cars that regularly towed, this was still way within a comfortable limit.

You also asked about the grant applications and who was responsible. We can only apologise that past Committees did not make you aware. As a Committee they are all responsible, but it should be explained that the one person who coordinated the submission writing much of the 250 page submission herself was Michelle Burrell. She was really the person responsible for getting the £18,000 grant money that allow this Club to be in the current position of owning 2 new boats that we are all proud. As a result of having a 'fleet' of three boats we have been able to increased our diving capabilities which offers a much greater range of possible dives, and dive sites, and for those Club members taking advantage I would hope a great enjoyment in diving.

I hope this answers your queries, and that it explains to you, and other Club members the history surrounding the purchase of the Club boats. If anyone would like any further information please come and talk to a member of the current Committee, and they will be able to find the answer to any of your questions regarding this issue.

Craig Burrell – Diving Officer
On behalf of the Committee

At the AGM a question was asked about the conditions of the lottery grant and what would happen if we sold our current lottery purchased boats. Having relooked at the conditions we can confirm that if we want to sell Scuba Doo before 2005 or Tigger Too before 2008, we would need to contact them informing them that we want to sell the boat. They would then value the boats, and we would negotiate with them the their share of the sale proceeds. They originally paid 65% of the boat value, so we could therefore reasonable assume that they would expect 65% of any sale value.

Dear Ed,

First, thanks are due to the new Committee for publishing Minutes of Committee Meetings as they promised at the AGM. I also notice that the minutes of the AGM may appear soon. I have some sympathy with Michelle here. When I did this as Secretary the minutes needed re-issuing in November as everyone had lost their copy and had completely forgotten the content!

One thing that did catch my eye in the minutes was an opinion regarding the precedence of BSAC over ESAC. I would like to take the opportunity to explain where the ESAC state of mind originates.

We are Ealing Sub Aqua Club that is currently a branch of the BSAC. The club began with a group of people getting together at the Teacher's Centre in Sudbury Hill and learning to dive in the unheated outdoor pool. These hardy individuals were brought together by a love of diving and chose BSAC as a support organisation to whom they could look for standards in diving and training. At that point they might have chosen the SAA, as people in nearby Acton did or decided to form a club independent of any larger organisation.

Today ESAC is still a club made up of people who love diving, like each others' company and who would probably associate together in some (mostly respectable) form or another even if diving was not involved. It is these relationships and this history that makes people **think ESAC before BSAC**.

Of course BSAC has had an influence on how we have trained and organised our diving and in general it's been an excellent influence. The bottom line is that you need a club to go diving with and the club needs to look to a good support organisation to help with standards and training. However, if BSAC lost the plot at some time in the future the club should feel that it could consider talking to some other agency. This would obviously have to be pretty serious stuff like doubling their fees several years running, making re-breather training compulsory or even worse making people wear a BSAC uniform of say purple and yellow drysuits (sorry Nigel)!

Personally I dislike the idea of being anything other than a BSAC club but I like to think that we as a group of people give it the identity and make ESAC something that makes it stand out from the supporting organisation. As an analogy we in this part of the London Borough of Harrow, pay Harrow's taxes, obey Harrow's by-laws and get tickets from Harrow's parking wardens if we don't, but we think of ourselves as citizens of Pinner first.

Anyway enough of the ramblings of an old man. I'd be interested to hear the views of others on this.

Greg Taylor

Ed: Thanks for the letter Greg. No Committee response is sought.

Dear Ed,

I see from the latest minutes that WB is now to be 'censored' by the committee before being published so that 'anything contentious could be picked up' which is 'crucial to limiting the liability of the Committee' for the content. I had always assumed that WB was a humorous club magazine produced by the members for the members. Are we now to see it as the mouthpiece of the committee spewing forth the committee line? Surely ultimate responsibility for the content of the magazine is down to the editor! Any attempt by the committee to influence this should and must be stopped.

Name withheld

Chair's Comment:

Dear Member,

What's Bubbling is not being censored by the Committee before being published, a copy is sent from the Editor to the Chair before publication to enable the Chair to review the articles to ensure that any references to the safety and operation of diving activities is consistent with current BSAC guidelines. The letters are being sent from the Editor to the Chair immediately upon receipt to enable the Chair to try and arrange a response in the same edition. The phrasing of the December Committee Minutes is perhaps unfortunate; What's Bubbling will continue to aim to be a humorous newsletter produced by Members for Members with Committee Minutes, ESAC training matters and BSAC information included as appropriate. The Editor continues to have the final say and any attempts by the Committee Members to interfere will no doubt be strongly resisted by the Editor.

If you or any other member would like to discuss this further please contact Christine Newton, Chair.

Christmas 2003



Where did you get that hat James?



Police are warning to look at for this thief. He has been seen emptying a wallet in seconds and leaving his prey destitute!

Thanks to Rob Willin for the photos

NEW MEMBERS' SPOT

This is where I try to embarrass new members into writing a short piece about themselves, how they came to be divers and what drew them to Ealing Sub-Aqua Club . . .

Originally from Stoke on Trent, I went to Aberystwyth Uni to do a Degree in Physics. I then moved up to Lytham near Blackpool to work for British Aerospace for 3 years ground testing military aircraft, before moving to Ealing to work for Oracle as a Software Consultant. I have been seeing my girl-friend Yolanda for 6 years, and I managed to persuade her to take up Diving a few months ago. Diving has always been something I have wanted to try, and being an avid angler, it will get me closer to the fish in their natural environment. When I'm not fishing, I can often be found at the Races, particularly over winter, when the Jumps season gets going, building up to the obligatory Cheltenham Festival and Grand National.

Phil Pepper



Phil Pepper & Yolande

I have lived in Highgate, North London all of my life, with the exception of my University days when I decided to venture into deepest darkest Wales and do a BSc in Geography at UCW Aberystwyth. It was here that I met Phil who unbeknown to me was a "fish worshiper".

After graduation I tried my hand at a couple of different jobs but ended up working for a firm of Independent Financial Advisers in the West End. I have been there for over two years and have now finally qualified.

Phil was the one who introduced me to the idea of scuba diving and I have to say I was a little dubious at first. His main aim was to get closer to the fish so I thought diving was a good compromise. Since joining ESAC I

have not looked back. It has been tremendous fun and I am looking forward to my first open water dive next year!

Yolande Weston

I have been a member of the Club for about four months. I first got the dive bug about 15 years ago, when I took a career break and travelled around the world – during my 'hobo days' as my now mother-in-law calls my voyage of self-discovery.

I learned to dive in Australia and spend a year diving in exotic locations, including the Barrier Reef. Given my celtic origins, gaining a PADI qualification gave my antipodean friends hours of fun.

A dive-less 14 years ensued, except for one boat dive in Zanzibar on, of all occasions, my honeymoon – romantic fool. The rest of the time involved being immersed in the exciting world of Quantity Surveying with an international construction company – until I win the lottery at least.

Last summer I went to Gunnersbury Park, for the Mela festival, with my wife, Vivienne, my daughter Fodhla (pronounced FOLA), 2 ½ years and son Oisín (usually mispronounced, but should be Ush-eeen), 15 months. This was where I first came across ESAC who were there tempting people with try-dives. My wife, who had been subjected to my dive stories for many years, called my bluff and the press gang of Nigel, Janine and Craig sensed their chance. I came in to Northolt Swimerama, completed a try-dive and had my chequebook 'Dominic-ed'. I haven't looked back since.



John Dennehy

John Dennehy

Craig Burrell supplied the following articles

SAA SUSPENDS DIVING CLUB

The Sub Aqua Association (SAA) has suspended membership of Lyme Regis Diving Club, after the Coroner's inquest into the death of 19 year old student Jemma Stevens revealed that safety guidelines had been breached. Jemma Stevens died last April while diving on the wreck of the Pomeranian in Lyme Bay. The inquest heard how Stevens and two other divers were diving the 30m wreck using Nitrox gas mix for which they had no formal training and held no qualification. Stevens had only completed a basic level course and was not qualified to dive to these depths. Lyme Regis Diving Club chairman, Les Cottrell, gave evidence at the inquest that he had not been informed of the dive plan, if he had he would have objected. Chris Ledgard, SAA national co-ordinator, said safety guidelines had been breached. "They should not have been allowed to use nitrox, the dive was too deep and there was a breakdown in communication", he said. Justin Stevens, Jemma's father, said after the inquest, "We are to see a solicitor to see what action we can take on whether to sue the club. We don't think the whole truth has come out". Examination of her Scuba equipment failed to find any fault and with the cause of death undetermined the Coroner returned an open verdict.

PORTLAND HARBOUR AUTHORITY BANS DIVING ON THE HOOD

Following a risk assessment and acting on the advice of its solicitors, Portland Harbour Authority Limited have issued a Local Notice to Mariners (LNTM), imposing a total ban on diving activities on the Hood with immediate effect. In a statement issued by Portland Harbour Authority they state that "there is no requirement for the Harbour Authority to consult on matters dealt with by LNTM". The move has angered dive boat operators, schools and clubs who regularly visit this popular wreck. The Harbour Authority statement goes on to say that the ban has been imposed pending full consultation with the Harbour Consultation Committee, upon which all harbour users are represented. Once a final decision is made all parties will be informed through proper channels.

BSAC TRAINING INFO

There are still have places on the Boat Handling Course and Diver Cox'n Assessment due to run on the weekend of 13th / 14th March. The Diver Cox'n Assessment runs on the morning of Saturday 13th March only and is open to members who have already completed the Boat Handling Course and have since gained further experience. The Boat Handling Course spans both the Saturday and Sunday. The course is designed to give members, with little or no previous experience, an insight into the safe use of small power boats, the equipment they should carry and a knowledge of seamanship, tides and weather, which govern their safe use. This course is open to all BSAC members.

If you, or any of your branch members would like to book onto either the Boat Handling Course, or the Diver Cox'n Assessment, please contact Tim Holt, the Southern Region SDC Organiser. It would be particularly helpful if you can form a group of 3 - 4 and can bring a boat down with you. The course will take place near Southampton. Tim's contact details are as follows: 6 Browning Drive, Fulflood, Winchester SO22 5AR
Tel: 01962-865766 Email: tim@bsac-south.com or s.sdco@bsac.com. The closing date for places on both events is **Thursday 26th February**.

AUSSIE DIVING TIPS – FROM AN ARTICLE FOUND BY CRAIG BURRELL
Six ways to streamline for Effortless Diving

Ever get the feeling that you are swimming through molasses? Sooner or later experienced divers realise that bulk is bad and that streamlining is the key to improving your scuba technique. You can make your diving easier by reducing underwater drag – that invisible force that tries to hold you back. The benefits of streamlining are multi-fold. Your air consumption rate will immediately improve, giving you more diving per tank fill. There will be less huffing and puffing during the dive, and less chance of leg cramping. You will find yourself moving through the water faster, with less effort. And, you will feel less tired at the end of the dive. Here are six simple ways to streamline your dive:

1. **MINIMISE YOUR DIVE GEAR:** Take along only the gear you need for that specific dive. For example, if you are intending to dive an open 25-foot shallow coral reef, you probably don't need that bulky pony bottle. Leave it on the boat for those cave or shipwreck penetrations; the same is true for the dive reel and the big dive light. Take only the accessories you need to make a safe, comfortable dive.
2. **SHED THE EXTRA LEAD:** Rig your dive gear with just enough lead weights to achieve neutral buoyancy. Carrying too much weight will simply force you to inflate the BC for buoyancy compensation, and a partially inflated BC bladder causes bulk and drag. The BC should ride flat against your body.
3. **CLIP THE CONSOLE:** Clip the hanging stuff to the D-rings of your BC. Items like your instrument console, pressure gauge or collection bag should not be left to trail behind you. They simply set up another cause for drag.
4. **EMPTY THOSE BC POCKETS:** Things from previous dives tend to collect in the BC pockets. I actually saw one diver carrying a bottle of mask cleaner and a tube of sun block in his BC. Make a habit of emptying your BC pockets of unnecessary items prior to the dive. That will leave room for those items that you might really need.
5. **FASTEN THE FLAPS:** As BCs become more worn, the pocket flaps may cease closing properly. An open BC pocket can fill with water, thus causing substantial drag. It is like having a miniature sea anchor on your body. Make sure the Velcro tab on your pocket flap is clean of sand or mud. If it is just worn out, replace the Velcro strip with a new piece. You can purchase a repair kit that allows new strips to be cemented in place on most BC fabrics.
6. **TUCK IN YOUR OCTOPUS:** As you are gearing up for the dive, make sure your octopus (safe second) is tucked into your BC or against your body. Do not allow it to trail behind you, causing the drag of a miniature parachute. Many BCs have a special quick-release pocket expressly for an octopus. An alternative method is to clip the octopus to a BC D-ring, using a quick-release mouthpiece plug. They are available at most retail dive stores.

Following these simple pre-dive procedures will make your diving more enjoyable, and you will look more professional as well.

C O N G R A T U L A T I O N S

**To Rob Mills, on achieving his BSAC Seamanship Speciality –
the first person in the Club to have achieved this award.**

Boat Rules Update

What is a Club Coxswain?

- You may qualify as a Club Coxswain in either of two ways:

You must have successfully completed a BSAC Diver Coxswain assessment using ESAC boats,

OR

You must have attended a BSAC Boat handler course, or similar, and have a minimum of one years, **current** boat handling experience with ESAC (which should include all aspects of boat transport, launching, recovery, use at sea and washing down). You must prove your competence in all aspects of the use of the boats to the Diving Officer.

- Additionally, you must hold a GMDSS short-range radio operators certificate.
- The Diving Officer reappoints this position annually, based on **current** experience and competence.

What is a Club Boat Handler?

- You can qualify as a Club Boat Handler after:
Attending a BSAC Boat Handler course, and obtaining a GMDSS short-range radio operators certificate.
- The Diving Officer reappoints this position annually based on experience and proven competency to control a boat.
- A Club Boat Handler can take the duties of a Club Coxswain after a *minimum* of one years experience with ESAC RIBs. This will ensure that new members that join the branch who are already Boat Handlers can become familiar with the specifics of ESAC boats and associated equipment.

Trainee Boat Handlers

- People who wish to train as Boat Handlers may do so only under the instruction of a Club Coxswain.
- **A trainee Boat Handler, may have attended a Boat Handling course and/or hold a GDMSS license but with have limited experience with Club boats.**
- Appointment, by the Diving Officer, to Boat Handler will be based on the previous year's boat handling experience and your proven level of competency.
- Where a Trainee Boat Handler is under tuition; they shall not be left in the boat without a Club Coxswain being present.
- Any boat handler training should be entered onto the Boat Report form, and will be monitored by the Diving Officer for trainee development.

Responsibilities of Coxswains and Boat Handlers

- It is the Club Coxswain's responsibility to ensure the boat is safely prepared for towing and the day's event. The Club Coxswain should also ensure that all the necessary boat equipment is stowed. It is not necessary for the person towing the boat to be a Coxswain, but they must be familiar with the legal requirements regarding towing. (Persons who first passed their driving test on or after 1 January 1997, or who have renewed their licence after 1 January 1998 may not be allowed to tow trailers of any size, unless they have attended the governments additional towing qualification)
- A Club Coxswain must be present when the boat is launched and recovered.
- A Club Coxswain or a Club Boat Handler must be in the boat at all times when it is at sea. Where there is more than one qualified Coxswain aboard, a single Coxswain should be nominated, by the Dive Marshal, as being in overall charge of the boat. It is the responsibility of the nominated Coxswain to specify who is in charge of the boat in their absence.
- Following a dive trip it is the responsibility of the Dive Marshal to return the completed Boat report, the Coxswain's pack with boat yard keys and any boat equipment borrowed. These are to be returned to the Boat Officer at the earliest opportunity and in any event by the Thursday following the dive.
- It is the responsibility of the person in charge of the boat (i.e. the Coxswain or Boat Handler) to ensure that the boats are operated in a safe manner. This will include adherence to these Rules and observance of the Boat Operations Procedures.

Keeping up to date

- At the start of every season, all Club Coxswains and Club Boat Handlers must attend a refamiliarisation session to be held at the boat yard. This will allow them to refamiliarise themselves with the Club RIBS, the boat's equipment and update themselves on seamanship best practice.
- Based on this session and evidence from the boat report forms regarding member's boat handling experience in the previous year, the Boat Officer will recommend a member's level of competency to the Diving Officer.
- The Diving Officer has full discretion in the appointment of Coxswains and Boat Handlers.
- Coxswains and Boat Handlers will be identified on the current ESAC contact list, obtainable from the Secretary.

Heinke Trophy Outline

Here is the backbone of the Club's submission to the BSAC to be considered for the Heinke trophy. If you can think of any other achievements during 2003 that are not listed below please contact one of the Heinke Sub-Committee members, Richard Ayers, Michelle Burrell, Robin Stevens or Mr Satnam Sahota. Equally, please volunteer any photographs or documents that you have to support any of the points.

Membership

Numbers: *Totals of new and renewing Full, Junior and Associate Members at beginning and end of year. Are there - any special factors affecting intake of new members, or renewal of membership? - any specific action to retain interest of senior members?*

- Membership in 2002 was 68, and in 2003 was 80, a 17% increase.
- Intake of new members supported by offering year round training rather than Sept only start.
- Senior members were targeted with training offered at higher levels. Restructured fees mean that senior people who tend to be instructors pay less in annual subscriptions.
- Creation of post of membership secretary to recognise that a larger branch makes more administrative demands in this area. Also to act as a mentor for new members into the Club and introduce them to the key people who run the branch.

Snorkelling: *Does the Branch encourage snorkelling activities or offer Snorkel Diver membership? Give details of numbers and organisation. Is there a Snorkelling Club associated with the Branch?*

- Snorkel course run in Summer for 3 successive fortnights.
- Members training as snorkel instructors through liaison with Ruislip Snorkel Club.
- Purchase of smaller sized fins and masks to give the children a better experience in correctly fitting kit.

Administration: *Details must include Branch organisation, rules, subscriptions, committee meetings, AGM. To what extent is the ordinary member involved in the running of the Branch?*

- Append Constitution, Rules, Boat Rules, Equal Opps, H&S, Child Protection. Stress that Health and Safety Policy and Child Protection Policy were new in 2003, written by sub-committees within branch. Boat rules also by sub-committee.
- Attendance at Running Sport workshops to get information on Funding, Child Protection and Volunteer management. Grant aided from council so that ESAC members attended for free, and we offered places to other sporting clubs.
- Job descriptions for committee posts to detail responsibilities and time commitments.
- Membership of Active Ealing Club network.
- Info on subscriptions.
- Frequency of committee meetings, include minutes.
- AGM 50% of members attending – up on previous years
- Grant writing and success
- Financial plan in place for next 7 years. Are we on target? Show graphs.

Information: *Communication with members, newsletters, notice boards, printed dive programmes. Are any special provisions made for new members on joining?*

- What's Bubbling copies through 2003.
- Notice board
- Email lists
- Website
- New members intro pack brought in as a single source for new members. Membership secretary and treasurer have checklist to ensure all necessary info is handed over.

Promotion: *How are prospective members made aware of your Branch? Detail any promotional action taken during the year?*

- London Mela
- Listing in Time Out
- Website, ESAC URL
- Active Ealing connection
- BSAC Free try dive week
- Community Group try dives

Diver Training

Water-work: *Arrangements and frequency of water training sessions for individuals and groups, tests and assessment of ability. Give details of open water training dives held for qualifying tests.*

- Weekly pool sessions arranged by TO
- Access to Wraysbury as required – dates?
- Training weekend in Weymouth (OD and SD)
- Training week in Swanage (DL: and AD)
- Need dates of all these dives, and possibly numbers attending

Theory Lessons: *Lesson arrangements for beginners and advanced divers. Are lessons run on a course basis? Is practical work on equipment included?*

- Dates for classroom teaching
- Also small group tuition in the evenings
- Concentration on transition elements, therefore no DL or AD formally offered last year.
- Oxygen admin element of DL taught 3 times during year. Loan of equipment from other branches – 12 people per course.

Courses: *Give details of courses attended by members which led to logbook endorsements and the number of members attending. What successes were achieved?*

- Embraced the new training scheme. Include the training matrix to show state of play and the tracking of transition elements for SD/DI etc.
- All SDCs for the year, plus who went and quals obtained.

Qualifications: *List diver and instructor qualifications held by members, and show how many were gained during the year.*

- Tabulate each diver with quals obtained during the year (reference to previous years to illustrate bumper year?)
- Include instructor quals, IFC, OWIC attendance, PIE and TIE quals.
- Instructor ID chart

Equipment: *Summary of Branch equipment: diving boats, compressors, etc. Additions and improvements in the year. What arrangements are made for maintenance and servicing? To what extent are members involved in this?*

- List of existing equipment in Dec 2002
- New boat (Tigger Too) in January 2003 (Grant aided). Commitment to professional engine/trailer servicing for Tigger and Scuba.
- Refit of Scrappy now we have 3 boats
- Boat maintenance days
- Oxygen sets on all boats and oxygen tank agreement with BOC.
- New fins and masks (Grant aided)
- New pool training equipment in smaller sizes. Equipment Officer in charge of servicing equipment, tests on cylinders etc.

Diving Activities

Branch Dives: Frequency and organisation of dives, and sites used: inland, coastal, boat dives. Were arrangements made for both novice and experienced divers during the year?

- Need the DMS sheet for the year.
- New Dive Marshals forms put together by sub-committee of experienced divers + instructors. Solas regs into boat sheets

Expeditions: Give full details of extended periods of diving, Branch holidays, special projects, e.g., recovery (including work of benefit to the community), activities involving repeated dives at one site over the year.

- List holidays for the year, Weymouth, Swanage, Porthkerris, Praa Sands, Red Sea trips.

Scientific: Marine studies, archaeology, surveys, conservation activities, etc., within Branch or in conjunction with other Branches or agencies. Give details of objectives and results obtained.

- Contact with Sea Search
- Attendance at Marine Biology course run by Newbury SAC, led to setting up club wide course for 2004.
- Adopt a wreck scheme under consideration

Competitions: Participation by members in local, national or international events, e.g. octopush, fin swimming, U/W photography. Give results. Was Branch involved in organising or running?

- *Can't think of anything for this one*

General Activities

Branch Meetings: Are there regular meetings for members? Does the Branch hire rooms or own a Clubhouse? Give details of facilities available and usage.

- Thursday evenings at pool and in pub, all year round. Encourage members to attend even if not diving. Also small pool for children to use during holiday time, supported by family membership rates.
- Instructor forums – twice a year. Check dates.
- Hire of Northolt Community Centre for training courses and social events. Insert diary for 2003.

Social: Give details of social functions, e.g. dances, held regularly or on an occasional basis. Have there been any fund raising activities? Give purpose and achievements.

- 50th birthday

- Fish and chip supper
- Christmas dinner
- New years day dive and lunch in pub
- Raffles to raise funds for club (how much each time?)

Publicity: Details of galas, displays, open nights. Articles in local and national press, specialist journals. On behalf of Branch, Club or other organisation? Does the Branch have a Public Relations Officer?

- London Mela, 25,000 people attending. Try dive pool, boats, stand, posters, flyers, information leaflets.
- BSAC free try dive night. How many people? How many instructors? How many dry helpers?
- Northolt Community Centre Open day
- Articles from BSAC website and Dive Magazine.

Inter-Branch Liaisons: Give details of any joint diving or social activities held with other Branches. Has the Branch organised or contributed to running any local or national conference or courses, e.g. Boat Handling, Lifesaver Award? Give details, purpose and results.

- Advice to other branches re grant writing. Romsey successful
- Attendance of other branches at running sport workshops
- Liaison with Aqua Carta for our boats to take them on trips
- PRM course set up by Craig. London region.
- Oxygen admin course equipment loan from Ruislip and Aqua Carta, plus some of their members attending.

Special Achievements

Account will also be taken of achievements falling outside the range of normal Branch organisation and events. For example, significant purchase or building of a clubhouse, pool, boat: involvement in local, national social or humanitarian enhancement: special major project of scientific, archaeological or ecological nature: overcoming a major difficulty in reforming or running the Branch.

- 50th celebrations.
- Purchase of new boat
- Resignation of chairman?

Entry Presentation

Give general description and short history of the Branch. The quality and make-up of the entry will be taken into account when adjudicating the Award. For example, clarity of descriptions, supporting facts and materials, binding, inclusion of photographs, press cuttings, etc., and also the extent of involvement by Branch members in the preparation of the entry.

- Sub committee to prepare entry.
- Document must be slick and well presented. Internal consistency with layout and format is a must.
- Source original documents and scan in to give sleek finish.
- Request photos from whole branch for any of last year's activities.

Entries must be in printed rather than electronic format. The only non-printed material that will be accepted are supporting VHS video tapes.

- Need to copy film of 50th onto video tape
- Also any other tape from during the year?

Please let me have your letters and articles for the next edition as soon as possible - I've already started work on it!

Natalie
Editor, What's Bubbling