

Standards Consultation Forum

Terms of Reference

Purpose

To ensure that employers, SME's and self-employed registered engineers and stakeholders allied to the gas industry are appropriately consulted as an integral part of the process of competence standard setting arising from proposals to amend, remove or introduce new competence standards assessment mechanisms and or associated aspects for businesses seeking registration on the Gas Safe Register.

To discuss and agree via majority the necessary changes to the competence standards arising from changes to Industry, technical bulletins, and safety alerts, gas safety related issues and technological innovation in order to ensure the Competence Standards are and remain as up to date as reasonably possible.

Representation

- Representatives from gas businesses operating within the Energy & Utility Skills footprint
- Representatives from Building Services engineering businesses operating in the Summit Skills footprint
- Representative for Sole Trading gas registered businesses
- Awarding Bodies as defined by Gas Safe Register
- Gas Safe Register as mandated by HSE
- HSE on an open invitation to attend basis
- UKAS on an open invitation as an observer
- Co-opted specific sector representation as required/necessary as agreed by the members of the SCF.

Note: Employer representation shall reflect the structure of the gas industry sectors (i.e. large, medium and small employers).

Each individual representative shall either hold a senior post within a relevant company or organisation, or be the owner of a sole trading business

Chair

The members will appoint a Chairman, drawn from and determined by the membership, on a rotational basis and who will have tenure of 1 calendar year from the date of appointment. It is acceptable for extension of the existing tenure with the agreement of the forum.

Secretariat

Energy and Utility Skills.

Frequency of Meetings

Quarterly or extraordinary meetings held as necessary.

Objectives

- To provide a strategic input for emergent skills, resource and competence issues.
- To receive, consider and make decisions on competence standards options and recommendations developed by the Standards Development Unit on proposed changes to existing assessment mechanisms or the introduction or removal of assessments competence measurement mechanisms.
- To receive, consider and make decisions on proposals for alternative “Routes to Registration” and/or innovation in the demonstration of competence by registered businesses and competent persons.
- To acknowledge and seek mitigation against conflicts of interest.
- To liaise effectively with all interested parties and Stakeholders to promote and support the operation of Gas Safe Register.
- To consider and agree actions resulting from consultations and to commission the work necessary to facilitate amendment or development of competence standards or assessment methods. Agreements will be via consensus.
- To make recommendations to the SMB following consultation for validation of due process.