

**Standards Consultation Forum  
Notes and Actions  
Wednesday 1<sup>st</sup> June 2016 at 10.00am  
Friars Gate, 1011 Stratford Road, Shirley, B90 4BN.**

**1. Attendance/Apologies.**

Trevor Smallpeice (TS)	Carillion (Chair)
Ian Moss (IM)	EU Skills (Secretariat)
Martin Lyth (ML)	EU Skills
Bruce Bennett (BB)	Gas Safe Register
Dave Bendle (DB)	British Gas
Steve Ward (SW)	Certification Bodies
Peter Hurst (PH)	IGEM
Neil Macdonald (NM)	HHIC
Peter Baulch (PB)	CESRB
Graeme Dryden (GD)	APHC
Bob Clarke (BC)	Gas Teachers Association
Chris Ganderton (CG)	Gas Teachers Association
David Reid (DR)	NCC
David Pye (DP)	Awarding Bodies
Peter Fawbert (PF)	LBF
David Thorley (DT)	National Grid
Richard Harper (RH)	British Gas
Tony Brunton (TB)	Sole Trader

**Apologies**

Duncan Wilson (DW)	SNIPEF
Barry Matthews (BM)	OPGO
Ross Wombwell (RW)	BMF
Ross Anderson (RA)	ICOM
Ian Smith (IS)	National Grid Metering

**2. Minutes from previous SCF meeting (02.03.16).**

The minutes from the previous meeting were reviewed and agreed.

Matters arising not included in the agenda.

**Note 1 (Note 1): Risk assessment domestic/non-domestic**

Following a request from GILG members to re-consider the risk assessment for working on domestic appliances in non-domestic premises the process had been circulated to the SCF for further discussion, it was agreed by the SCF that the process should be considered but would need support from Gas Safe Register and HSE. It was also suggested that the process could be published as a Technical Bulletin, published in the Registered Gas engineer magazine and included in the IGEM/IG/1 training specifications.

Comments received from Gas Safe Register are to be used to amend the process.

**Action IM: Circulate amended process to the SCF for information**

**Note 2 (): Terms of Reference Technical working group**

ML provided an overview of the proposed Terms of Reference for the TWG, the group agreed to provide feedback for discussion and sign-off by the SCF.

**Action IM: Circulate draft Terms of Reference for the Technical working group**

**Note 3 () Gas Rate Smart Metering**

The issue regarding gas rating on Smart meters can prove difficult for Meter Installers, although Gas Safe Register have produced a Technical Bulletin TB 112 regarding Smart Meters, following further discussions the group felt further explanation would be required.

**Action IM: to investigate issues and likely solutions**

**3. Standards Consultation Forum - update.**

**3.1. CD/78 (ISU 058): IGEM/UP/12 Edition 2: Application of Burners and Controls to Gas Fired Process Plant.**  
No identified maintenance to MoGS criteria required.

**3.2. CD/79 (ISU 059) BS6891: 2015 Specification for the installation and maintenance of low pressure installation pipework of up to 35mm (R1¼) on premises.**

ML provided an outline of the criteria changes to the Matters of Gas safety criteria following the amendment of BS 6891. The SCF raised the following issues:

- The definition regarding the term rodent proof hoses needed to be clarified, IM and DR to discuss and agree a form of words and forward to UKLPG for sign-off
- Requirements for a pressure test point prior to an appliance isolation valve, the group felt that this should not be included in the Matters of Gas safety criteria, therefore it was agreed that IM would speak with Gas Safe Register regarding the detail provided in the Industry Standard Update (ISU) and the information made available by BSI.

**Action IM/BB: discuss the issues and agree best way forward regarding the Matters of Gas Safety criteria.**

**3.3. CD/80 (ISU 060) The ECO Design of Energy Related Products Directive 2009/125/EC and Energy Labelling Directive 2010/30/EU**

No identified maintenance to MoGS criteria required.

**3.4. CCLP1 EPC (External Pipework Connections) re-assessment.**

Re-assessment criteria to be developed.

**3.5. Secondary meters.**

The group discussed the papers provided by IGEM (see attached) in that the issue raised by the SMB is still not resolved. However, as Matters of Gas Safety criteria needs to correspond to the appropriate normative documents it has proved difficult to introduce the need for pipefitters working under IGEM/UP/2 when installing a 'check meter' (not used for billing purposes) to be required to prove their competence against the appropriate MoGS. The area for concern seems to be where a 'diaphragm meter' is installed as a 'check meter'. To move this forward the papers from IGEM are to be circulated to the SMB to enable further clarification and discussion surrounding the issues raised.

**Action IM: circulate IGEM papers to the SMB.**

**3.6. ENA low pressure letter.**

Dave Thorley provided clarification of the ENA low pressure letter (see attached paper), following a further discussion Dave agreed to speak with the other networks with a view of producing a Technical Bulletin for publication by Gas Safe Register.

**Action DT: discuss the possibility for the attached note to be expanded into a Technical Bulletin for publication by Gas Safe Register.**

**3.7. CMA3**

IM notified the group that where the matters of Gas Safety criteria had been adopted by Industry for alignment to the Level 2 Smart Metering diploma and the new trailblazer apprenticeship for Smart. The Certification Bodies are unable to extend their scope until a number of issue have been resolved with UKAS and Gas Safe

Register. One of the issues is whether the CMA3 criteria should be categorised as Limited Scope, the discussions led the group agreeing that CMA1 and CMA3 should both be categorised as limited scope as they would not be suitable as a Core competence that would lead to the proof of competence for the individual to work on appliances, as CMA competences are limited to meters installations only.

**Action IM: to notify UKAS and Gas safe Register at the next SMB meeting scheduled for 15<sup>th</sup> June 2016.**

### **3.8. Limited Scope**

As discussed in the previous item (3.7, CMA3), it was agreed that the definition for 'Limited Scope' would be subject to whether the criteria could be used as a main core activity i.e. lead to work on appliances and/or would stipulate that the operative would be required to hold a core competence in conjunction with the competence assessments they were undertaking. Also, it was agreed that 'Limited Scope' activities would be required to be agreed through due process and that all individuals holding 'Limited Scope' competences would be categorised as a Category 2 applicant and would as a consequence be subject to additional training and work experience prior to proving their competence via ACS

**Action IM: provide SCF with written confirmation of the Limited Scope definition**

### **3.9. Heating and Ventilation level 3 apprenticeship**

David Pye informed the group that as part of the Heating and Ventilation level 3 apprenticeship there is a mandatory fuel unit where the employer development group hope to align the unit with ICPN1 LS limited scope pipe installation non domestic. All the mapping has been done but at this stage the group would like to notify the SCF and look for agreement in principle. The group agreed with the proposal in principle therefore allowing support to the trailblazer employers and the development of the assessment to meet all gas safe requirements. It was also noted that all training for new entrants wishing to be eligible to for Gas Safe registration will need to undertake recognised training as detailed in the IGEM/IG/1 standard.

### **3.10. Failure to the standard to address the correct Installation and commissioning of commercial kitchen interlocks.**

As discussed at previous meetings Tony Brunton raised concerns over the commissioning of commercial catering equipment. Tony believes that the commissioning of gas catering equipment and safety interlocks should be recorded as a 'Matter of Record; by the installer. Tony also raised to whether the issue is adequately covered in the Matters of Gas Safety criteria and whether there should be a safety alert produced by Gas Safe Register. After detailed discussions the group decided that the requirement for commissioning of catering appliances is currently outside of the scope of the Matters of Gas safety criteria. However, existing MoGS criteria relating the commissioning of process equipment is to be reviewed as part of the JPA process and following that review could include Catering equipment.

## **4. Job Practice Analysis (ACS)**

### **4.1. SCF working group – ACS Re-assessment**

Following the evaluation by a SCF working group of the domestic Matters of Gas Safety criteria documents, a proposal for a new re-assessment strategy was presented at the last SCF where it was agreed an industry consultation via SCF members would be undertaken where SCF members were asked to canvass their members and vote on the proposal to decide on whether to develop and implement this model. The aims of the proposed re-assessment strategy are to:

- Make re-assessment more relevant to the work categories undertaken by a gas engineer
- Reduce K&U assessment criteria
- Increase focus on performance criteria
- Increase rigor on gas safety checks assessments i.e. GSIUR 26(9) requirements
- Use assessment performance to recognise and address training needs

Following the consultation period (during which reminders were sent from the SCF secretariat) and from the returns received (TS noted that the level of response was extremely disappointing) it was agreed by the group that the proposal has been accepted and therefore agree to a SCF working group to propose a set of draft changes to the Matters of Gas Safety criteria. To enable this it was agreed that a working group would be set up

and facilitated by EU Skills. IM noted that the group would be made up of representatives from the SCF, it was agreed that two representatives would be nominated from each interested party i.e. Certification bodies, Assessment centres, employers and Trade bodies. The group will be facilitated and chaired by EU Skills but also attended by Gas Safe Register. A rationale for all proposed changes will be presented to the SCF and SMB members.

Note1: Comments from SNIPEF on the voting form were noted and will be passed onto the working group.

Note2: There was a further opportunity at this meeting to raise any concerns with the proposal – none were received.

**Action IM write to all SCF members requesting nominations for the working group.**

## **5. Standard Setting Process**

### **5.1. Value Effectiveness Grid (VEG)**

Further to discussions at the last SCF meeting it was agreed to send out VEG diagram to the SCF members for feedback.

The VEG grid includes the following questions:

- What does the SCF currently do well i.e. keep doing?
- What should the SCF start doing it doesn't do now, and state what benefits that will bring?
- What does the SCF do now which should be done differently, and state what benefits that will bring?
- What should the SCF stop doing as it doesn't add any value?

TS noted that the level of responses were extremely disappointing and he would like to re-circulate to the group to enable the SCF to have worthwhile feedback.

**Action IM: re-circulate VEG diagram for completion by SCF members.**

**Action SCF members: provide responses back to IM by Friday 1<sup>st</sup> July 2016.**

## **6. Trailblazer Apprenticeships**

### **6.1. Smart Metering**

The Dual Fuel Smart metering apprenticeship is now complete and is being delivered by a number of Employers via their designated Training Provider.

### **6.2. Gas engineering**

The Standard and Assessment Plan has been approved along with the funding cap. The Rules of Combination and the associated training units have been signed off by the Employer Development group. It is envisaged that the first starts will be from September 2016.

### **6.3. Additional Standards**

There are opportunities for Industry to identify other sectors for the development of additional trailblazer apprenticeships. Any such groups need to identify the area they wish to develop an apprenticeship standard by informing EU Skills and providing 10 letters of support from employers including at least one SME. All trailblazer apprenticeship are to be supported by a professional body.

## **7. Normative Standard list (April 2015)**

Discussion regarding the relevance of the documents listed in relation to the work Gas Safe Registered engineers carry out on a daily basis. This item is to be carried over to the next meeting.

## **8. Standards of Training in gas work document**

### **8.1. Implementation Process**

IM updated the group on the implementation of IGEM/IG/1 in that the awarding organisations are to outline their implementation processes at the next SMB. This will enable the Standards Setting Body to identify the requirements for an Awarding Organisations to undertake in order for them to meet with the requirements of IGEM/IG/ 1.

### **8.2. Training Specifications**

A number of training specifications have been produced by industry, in particular IGEM have produced a Training Specification for non-domestic. Final approval of the draft specification has been agreed and will be made available to the industry on the EU Skills website. Other specifications for the domestic and metering sectors are also to be made available on the EU Skills website.

**9. Group Competence Scheme (GCS).**

IM gave an update regarding the Group Competence Scheme in that following the approval of the British Gas scheme by their Certification Body (Certsure) and the subsequent accreditation of their CB by UKAS, no further organisations have been added to the scheme, although several are working towards accreditation.

IM also noted that a GCS moderation group had been formed to work on the processes and provisions that underpin the Group Competence Scheme.

**10. AOB**

ML: announced to the group that he would be leaving EU Skills to take up a new position with NICEIC, TS thanked him for his contribution to the SCF process and wished him the very best in his future role.

TB: announced that he would not be attending any more SCF meeting due to his semi-retirement. TS and IM thanked him for his continuous involvement and unrivalled enthusiasm with the SCF and associated groups and agreed to keep him on the circulation list.

**Date of next meetings: to be held at EU Skills, Friars Gate, 1011, Stratford Road, Shirley, B90 4BN.**

**Thursday 25<sup>th</sup> August 2016**

**Thursday 24<sup>th</sup> November 2016**