

**Standards Consultation Forum
Notes and Actions
Thursday 24th November 2016 at 10.00am
Friars Gate, 1011 Stratford Road, Shirley, B90 4BN.**

1. Attendance

Trevor Smallpeice (TS)	Carillion (Chair)
Ian Moss (IM)	EU Skills (Secretariat)
Malcolm Greetham (MG)	EU Skills
Bruce Bennett (BB)	Gas Safe Register
Dave Bendle (DB)	British Gas
Richard Phipps (RP)	Certification Bodies
David Pye (DP)	Awarding Bodies
Peter Hurst (PH)	IGEM
Graeme Dryden (GD)	APHC
David Reid (DR)	NCC
Dave Thorley (DT)	National Grid
Richard Harper (RH)	British Gas
Duncan Wilson (DW)	SNIPeF
Richard Hakeem (RH)	UKLPG
Neil Macdonald	HHIC
Chris Ganderton (CG)	Gas Teachers Association
Tony Gannon (TG)	Plumbers Teachers Association
Edward Tuite (ET)	British Marine Association

Guests

Christine Bridge (CB)	HSE
Alison Lawrence (AL)	Accent MR
Rob Sheldon (RS)	Accent MR
Paul Bennett (PB)	EU Skills

Apologies

Reuben Smith (RS)	GILG
Ross Anderson	ICOM
Barry Matthews (BM)	OPGO
Ian Smith	National Grid Metering
Peter Fawbert (PF)	LBF

2. Gas Safe Register Re-Tender process (Christine Bridge, HSE)

Christine on behalf of the HSE delivered a presentation (see attached) to the group outlining the history, current performance statistics and the need for consultation with industry prior to the re-tender of the Gas Safe Register.

Also attached is a summary of the key themes of the feedback HSE have received to date.

3. Gas Safe Register - Decade Review (Alison Lawrence, Accent)

Alison Lawrence and Rob Sheldon from Accent Market Research delivered a presentation (see attached) outlining a review being carried out regarding the Gas Safety Industry and facilitated two work groups to discuss the following subject areas:

- The industry and how it's changed
- Engineers
- Training, skills maintenance and competence
- Gas Safe Register
- The future

The findings of the review will be fed back to HSE prior to the commencement of the re-tendering process.

4. Standards Consultation Forum - update.

4.1. CD 81 (ISU 061) IGEM/UP/3 Edition 3 Gas fuelled spark ignition and dual-fuel engines

Revisions have been made to the standard in the following key areas:

- Scope
- Legislation and Standards
- Engine installation
- Supply pressure
- Gas supply pipework
- Facilities for testing and purging
- Hazardous area classification
- Air supplies
- Exhaust system
- Purging of an engine when incorporated with associated CHP equipment
- Biogas

Matters of Gas Safety criteria affected

Non-domestic, Natural Gas & LPG, Gas fuelled engines (CGFE1)

4.2. CD 82 (ISU 062) Technical Bulletin 055 Duties of Landlords

Revisions to the TB can be found in the following key areas:

- Recording defects
- Tenants own gas appliances
- Effective maintenance

Matters of Gas Safety criteria.

Only minor change were introduced in this revision and whilst continued development of the wider Industry's knowledge is important, these specific items will have no effect matters of gas safety for the gas operative.

4.3. CD 83 (ISU 063) The Gas industry Unsafe Situations procedure – Edition 7.1

Review current ACS criteria information as regards GIUSP

4.4. CD 84 (ISU 064) IGEM/UP/10 Edition 4 with amendments – March 2016 Installation of flued gas appliance in industrial and commercial premises

Revisions have been made to Edition 4 of the standard in the following key areas:

- Scope, Clause 2.1
- Primary legislation, Clause 3.1.1
- Location of appliances and pipework, Clause 5.1.6
- Ventilation, Section 7
- Chimneys and Flues, section 8, plus associated appendices.

Matters of Gas Safety criteria:

Review and amend ACS criteria information as regards the relevant assessments affected i.e. ICAE 1, CIGA1, and CORT1.

4.5. CD 85 (ISU 065) PD 54823: 2016 Guidance for the design, commissioning and maintenance of LPG systems in small craft.

Revisions have been made to the standard in the following key areas:

- Normative references, Section 2
- Terms and definitions, Section 3
- Pressure Regulation devices, Section 5
- LPG Supply line, Section 6

- Appliances, Section 7

Matters of Gas Safety criteria:

Revise and amend ACS assessment criteria as regards CCLPIB, and Changeover to Boats.

4.6. CD 86 (ISU 066) BS 6400 – Specification for installation, exchange, relocation, maintenance and removal of gas meters with a maximum capacity not exceeding 6m³/h – Part 1: Low pressure (2nd family gases)

Revisions to the standard have been made to the standard in the following key areas:

- Scope
- Terms and Definitions, Section 3
- Planning and consultation, Section 4
- Competence, Section 5
- Design, Section 6
- Meter work, Section 8
- Notices, Section 11
- Post installation checks and actions, Section 16
- Maintenance, Section 17

Matters of Gas Safety criteria:

Revise and amend ACS assessment criteria as regards CCLPIB, and Changeover to Boats.

4.7. CCLP1 EPC (External Pipework Connections) re-assessment.

Re-assessment criteria has been developed.

4.8. Old Normative references in LPG assessments when NG operatives only get assessed on current references.

RP on behalf of the CBs raised the issue surrounding the use of old normative references in the LPG MoGS, a solution would be to replace the references with up to date references from current normative standards i.e. LPG codes of practice, BSI or IGEM standards. It was agreed by the group that MG with help from UKLP would take a look at this.

Action MG/RH: identify replacements to the non-current normative references.

4.9 ENA low pressure letter.

Further to discussions at the previous SCF and SMB meetings, HHIC facilitated a meeting to discuss the detail and potential affects to installers/service engineers working in customer's premises. The issues are ongoing and will be reported back to the SCF and SMB when available.

Dave Thorley has agreed to speak with the other networks with a view of producing Technical Bulletin for publication by Gas Safe Register.

4.10. Sub-meters.

Existing ACS criteria for domestic meters i.e. MET1 includes secondary meters in the scope. This is not the case with non-domestic meters as MET4, CMET1 and CMET2 excludes secondary meters from the scope. This decision was made by the previous scheme committee for ACS as it was deemed that secondary meters are not included in the scope of GM6 and GM8. After further discussions with IGEM it was suggested that sub-meters which include both secondary meters and check meters are covered in UP/2. However, where there is a clear definition for check meters in that their installation is part of the pipework, the definition for secondary meters is less clear.

Following discussions at the SMB it has been agreed to look at the criteria for Limited Scope pipe fitters (ICPN1 LS) to include additional criteria for the installation of meters.

Action MG: amend criteria and circulate to the SCF members for comment

4.11 CMA3

IM notified the group that a number of issues have arisen over the use of the new CMA3 criteria in whether CMA3 should be a pre-requisite for MET4. MG proposed that to enable the installation of U16 meters in domestic premises rather than domestic installers holding MET4, U16 meters should be included in MET1. This proposal was accepted in principle and would be subject to ratification by the SMB.

Action IM: notify proposed changes to SMB for ratification.

5. Job Practice Analysis (ACS)

5.1. 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 vote came back as a positive to progress with the work, the SMB ratified that due process had been followed.

The next steps are to run a series of workshops to finalise the proposed criteria and agree implementation with the SCF members. IM has written to the nominated working group for final feedback on the proposed criteria.

6. IGEM/IG/1: update

Further to the presentation of a paper from the Awarding Organisations at a previous SMB meeting outlining a proposal for the implementation of IGEM/IG/1. To avoid a possible conflict of interests with the EEIAS, it had been proposed by the Awarding Organisations that the audits are carried out by EU Skills (Ian Moss). IM has identified that an independent auditor should also be involved and has requested that Troy Dyson who has previous auditing experience within the Gas Industry including training becomes involved in the process. It is envisaged that the audit will be carried out as a desk top audit at the AOs premise and will take no longer than one day in duration, providing no major non-conformities are identified.

7. Operations Document – ISO 17024: 2012

IM provided the meeting with an update on the revised Operations Document for the 17024 scheme. EU Skills issued the revised document to CB's for use after the 1st April 2014 and have gained feedback from the CB's now they have been audited against the new standard (ISO/IEC17024: 2012). The amendments have been included in the document and is available for re-issued as Edition 4 September 2016. However, the SMB felt the document should be reviewed by the SCF and that it should consider feedback from recent UKAS audits. IM pointed out that it has always been the intention to update the document on a regular basis following UKAS audits.

8. RQF, Trailblazer Standards, MLPs and NOS

This item will be carried over to the next meeting. However, IM did share with the group that there will be an Industry consultation regarding the current National Occupational Standards for Gas. The consultation will run from 1st December 2016 to the 3rd January 2017 and will be sent to the group for comment.

9. Standard Setting Process

9.1. Value Effectiveness Grid (VEG)

Further to discussions at previous SCF meetings 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?

Now that feedback has been received from the members, the next steps are to categorise the feedback into the following areas:

- Administration
- Due Process

- Governance

IM was actioned by the group to re-align the feedback into the agreed categories and circulate for information. The intention is to discuss the feedback at the next SCF meeting.

Action IM: re-align feedback into agreed categories and circulate to the SCF.

10. 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.

11. Other items

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

Wednesday 8th March 2017

Wednesday 7th June 2017

Wednesday 6th September 2017

Wednesday 29th November 2017