

**Standards Consultation Forum
Notes and Actions
Wednesday 7th June 2017 2016 at 10.00am
Friars Gate, 1011 Stratford Road, Shirley, B90 4BN.**

1. Attendance

Trevor Smallpeice (TS)	Carillion (Chair)
Ian Moss (IM)	Energy & Utility Skills (Secretariat)
Malcolm Greetham (MG)	Energy & Utility Skills
Bruce Bennett (BB)	Gas Safe Register
Dave Bendle (DB)	British Gas
Richard Payne (RP)	Certification Bodies
Peter Hurst (PH)	IGEM
David Reid (DR)	NCC
Richard Harper (RH)	GCS Moderation group
Duncan Wilson (DW)	SNIPeF
Tony Gannon (TG)	Plumbers Teachers Association
Salim Visram (SV)	Awarding Bodies
Reuben Smith (RS)	GILG
Peter Fawbert (PF)	LBF
Neil Macdonald (NM)	HHIC
Terry Cobain (TC)	Gas Teachers Association

Apologies

Ross Anderson	ICOM
Barry Matthews	OPGO
Ian Smith	National Grid Metering
Richard Hakeem	UKLPG
Dave Thorley	CADENT

2. Minutes from previous SCF meeting (08.03.17).

The minutes from the previous meeting were reviewed and agreed.

Matters arising not included in the agenda.

Note 1 (Item 3.8): CMA3

The position with CMA3 is that a Technical Working Group will look at the latest version of the criteria and amend to match CMA1 criteria minus the non-domestic criteria. The amended criteria will be included on the June disc.

3. SCF Chair

Trevor Smallpeice, chair of the SCF notified the group that he has now left Carillion Plc, but intended to become a consultant. Trevor also stated that he would be pleased to carry on as chair of the SCF as an independent. The discussions that followed welcomed Trevor's continuous involvement with the SCF and there were no objections to him staying as Chair. However, it was suggested that the decision should go to the wider group, therefore, it was agreed that IM would write to all members of the SCF to determine whether there would be any objections to this proposal and if there were objections, what would be an alternative to Trevor carrying on as Chair.

Action IM: write to the SCF members with the proposal that Trevor Smallpeice would carry on as an independent Chair of the SCF.

Action IM: include an item on the next agenda to discuss the future of the Standard Setting Body following the retender process for the Gas Safe Register i.e. Post April 2019

4. Meeting with UKAS

IM provided the following feedback regarding the outcomes of the meeting with UKAS:

- All changes to the Matters of Gas Safety criteria should include a rationale to why the changes are being made.
- To ensure the changes to the MoGS are fit for purpose and technically sound there should be more Technical working groups arranged, these will include representatives from CBs and employers, plus representation from Industry experts.
- The change process needs to include all CBs at all stages i.e. SCF, Awarding Body committee and the Technical working group.
- Issues have been evident where UKAS and CBs have held different versions of the MoGS disc.
- EU Skills suggested that the criteria be kept on a secured shared are on the EU Skills website and that access will be gained through a secure password and that the production of the MoGS disc be withdrawn.

The outcomes of the meeting with UKAS will also be discussed at the next SMB meeting scheduled for Tuesday 13th June 2017.

5. Standards Consultation Forum - update.

MG provided an update of the pending changes to the MoGS following the amendments to the following standards i.e. IGEM/GM/8 and IGEM/UP/4:

All changes have been agreed with the Technical working group and will be made available for information to the members of the SCF. The impending changes do not have significant effect on the MoGS and the associated assessments carried out by Gas Safe Registered engineers but will include the additional technical content included in the amended standards.

5.1. ISU 067 IGEM/GM/8 Non-domestic meter installation Part 2: Location, housing and compounds Edition 2.

Industry Standard IGEM/GM/8 Non-Domestic meter installations Part 2: Location, housing and compounds, has been recently revised throughout to update terms, references to Legislation and other Standards.

5.2. ISU 068 IGEM/GM/8 Non-domestic meter installation Part 3: Fabrication, installation, testing and commissioning Edition 2.

Industry Standard IGEM/GM/8 Non-Domestic meter installations Part 3: Fabrication, installation, testing and commissioning, has been recently revised throughout to update terms, references to Legislation and other Standards.

5.3. ISU 069 IGEM/GM/8 Non-domestic meter installation Part 4: Operation and Maintenance Edition 2.

Industry Standard IGEM/GM/8 Non-Domestic meter installations Part 4: Operation and Maintenance, has been recently revised throughout to update terms, references to Legislation and other Standards.

5.4. ISU 070 IGEM/GM/8 Non-domestic meter installation Part 5: Notices and Labels Edition 2.

Industry Standard IGEM/GM/8 Non-Domestic meter installations Part 5: Notice and Labels, has been recently revised throughout to update terms, references to Legislation and other Standards.

5.5. ISU 071 IGEM/GM/8 Non-domestic meter installation Part 1: Design Edition 2.

Industry Standard IGEM/GM/8 Non-Domestic meter installations Part 5: Design has been recently revised throughout to update terms, references to Legislation and other Standards.

5.6. ISU 072 IGEM/UP/4 Edition 4 Commissioning of gas-fired plant on industrial and commercial premises.

Industry Standard IGEM/UP/4 Edition 4, Commissioning of gas fired plant on industrial and commercial premises has been recently revised throughout to update terms, references to Legislation and other Standards. Changes are required to the CCP1 criteria. However, it has been suggested that the criteria included in CCP1 could be amalgamated in CIGA1. To establish if this change is feasible it was agreed that the Gas Safe Register would look at the numbers of operatives who hold CCP1 and also hold CIGA1, if the majority of

operatives only hold CCP1 then this assessment may be left as a standalone assessment and not be amalgamated with CIGA1.

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

An issue surrounding the use of old normative references in the LPG MoGS had been raised at previous meetings, 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. Further to discussions at the recent Technical working group it was agreed in principle that only references to the previous two standards would be used for the purposes of the MoGS, this decision will be supported by an exercise to prove that if an engineer uses the update standard to calculate ventilation this will ensure the installation will not be left in a dangerous situation.

5.8. Safe Electrical Isolation

MG informed the members of a proposal from the SCF re-assessment group to include Safe Electrical Isolation in the MoGS criteria. Discussions led to the fact that this competence is included in the competence criteria used in Oil and Solid Fuel. The group did feel that if safe Electrical isolation was to be included in the criteria then other non-related competences such as Asbestos awareness, working at heights and Confined spaces would also have to be included. The favourable outcome is to include these additional items in the IGEM/IG/1 Training Specifications. The next steps are to discuss the matter at the next SMB and include as an agenda item at the next SCF meeting.

5.9. Application conditions - Category 1, 2 and 3

MG provided an update on the work that has been carried out on the definitions of the entry categories to ACS in that amendments maybe required to include the benefits of approved training and increased portfolio evidence. MG and IM will provide a paper for discussion purposes at the next SCF.

Action IM/MG: produce discussion paper regarding the application conditions to ACS.

5.10 CoP 306: Installation of fixed gas tanks for habitation purposes

David Reid from the National Caravan Council advised the group that there is an absence of training and assessment for operatives who work on leisure accommodation vehicles that have built in LPG tanks for the purposes of cooking/heating etc. The outcome of the discussions are that there needs to be clarification to what the LPG require and in particular who in the industry will work in accordance with CoP 306. A deciding factor is whether the individuals who work to this standard work under the scope of the Gas Safety (Installation & Use) Regulations and therefore will require to be registered on the Gas Safe Register. It was agreed that Malcolm Greetham and Bruce Bennett would arrange to meet with the NCC and discuss the next steps.

Action MG: arranged meeting with the NCC.

6. Job Practice Analysis (ACS)

6.1. SCF working group – ACS Re-assessment

The group have now produced a proposal that includes all four core competences and the appropriate changeovers. Further to discussions by the group it was agreed that the latest proposal be circulated to the SCF group for comment. In addition to this action MG agreed to amend the Practical Provisions. Send comments back to Ian Moss by **Friday 14th July 2017**.

Action IM: circulate the latest SCF proposal to the SCF for comment (by Friday 14th July 2017).

7. IGEM/IG/1: update

7.1. Implementation process

IM updated the group regarding the audit process being carried out with the Awarding Organisations, three have been audited with the rest being planned by the end of July. The plan to implement IGEM/IG/1 by the **1st October 2017** has not been changed.

7.2. Governance

IM notified the group that proposal for the 'Governance' of IGEM/IG/1 was being worked on by a SMB working group and that it was the intention that an independent body become responsible for the implementation and operation of IGEM/IG/1, and therefore responsible in ensuring all training providers who offer training for new entrants onto the Gas Safe Register i.e. working under the scope of the GSIUR operate to the IGEM/IG/1 standard. It was also noted that the standard applies to all routes to registration for new entrants i.e. MLP/ACS, Framework Qualification and Trailblazer apprenticeships.

8. Trailblazer Standards

IM updated the group regarding the current discussions between Energy & Utility Skills and Gas Safe Register regarding a download agreement between organisations registered with the Register of Apprenticeship Assessment Organisations (RoAAO). Currently there are two different types of agreement i.e. UKAS accredited organisations and OFQUAL accredited organisations. Once an agreement is in place it will enable organisations who deliver 'End Point Assessments' as part of an Apprenticeship Standard award to be able to download candidate's details to Gas Safe Register, providing they have successfully completed the relevant Matters of Gas Safety Criteria associated with their apprenticeship.

9. Group Competence Scheme

IM updated the group on the Group Competence Scheme in that, DencoHappel had been approved to deliver the Group Competence scheme for their Gas Safe Registered Engineers and that the following companies are nearing certification to use the Group Competency Scheme, Advanti Gas and Aaron Services. Also, Stroma Certification have been accredited by UKAS to certificate the ISO 17021 scheme.

10. Standard Setting Process

10.1. 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. Once that feedback has been received from the members, the next steps were are to categorise the feedback into the following areas: i) Administration, ii) Due Process iii) Governance. However, to make the list more manageable, a list for 'Discussion Purposes' has been produced.

Action IM: Prioritise agenda item at the next SCF meeting.

11. Other items

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

Wednesday 6th September 2017
Wednesday 29th November 2017