

**Standards Consultation Forum  
Notes and Actions  
Wednesday 13<sup>th</sup> June 2018 at 10.00am  
Energy & Utility Skills, Friars Gate, 1011, Stratford Road, B90 4BN**

**1. Attendance**

Trevor Smallpeice (TS)	TS Enterprises (Chair)
Ian Moss (IM)	Energy & Utility Skills (Secretariat)
Malcolm Greetham (MG)	Energy & Utility Skills
Bruce Bennett (BB)	Gas Safe Register
Steve Smith (SS)	Certification Bodies
Tony Ganner (TG)	Plumbers Teachers Association
Dave Thorley (DT)	Cadent
Richard Hakeem (RH)	UKLPG
David Reid (DR)	NCC
Duncan Wilson (DW)	SNIPEF
Dave Bendle (DB)	British Gas
Neil Macdonald (NM)	HHIC
Peter Hurst (PH)	IGEM
Barry Mathews (BM)	OPGO
Richard Harper (RH)	GCS Moderation group
Harriet Galer (HG)	ICOM
Graeme Dryden (GD)	APHC

**Apologies**

Ross Anderson	ICOM
Reuben Smith	GILG (Chair)
Chris Ganderton	Gas Teachers Association
Peter Fawbert	LBF

**2. Minutes from previous SCF meeting (21.03.18).**

The minutes from the previous meeting were reviewed and agreed.

**Note 1:**

IM notified the group that a number of installers have been using Twitter to criticise the GILG and the way the Standards Setting Body consult Sole Traders. This has always been a challenge for the group as there is no funding for sole traders to take a day off work to attend meeting. However, members of OPGO have supported the SCF and GILG for many years. The group suggested that the SCF use social media more to communicate with Sole Traders and use 'Survey Monkey' to gain feedback. IM agreed to consider this, to gain feedback on the major issues. Note: There was also a suggestion of a SSB Facebook page which would possibly offer more control.

**Action IM/TS: raise the use of social media with the members of the SMB.**

**3. Standard Setting Body**

**3.1. Future of the Standard Setting Body (SSB) post April 2019.**

Energy & Utility Skills currently facilitates and manages the SSB and is funded from Gas Safe Register revenue, via a contract between Capita and Energy & Utility Skills which expires on 31<sup>st</sup> March 2019. HSE intend to instruct the provider post March 2019 to put in place a new agreement with Energy & Utility Skills for one year. During the additional year the provider for the Gas Safe Register will run a procurement exercise for the running of the Standard Setting Body.

To prepare for the SSB procurement exercise, the SCF are to establish the key tasks and responsibilities for the SSB moving forward. From the discussions from the group the following matters were raised:

- Whether the current resource of two FTEs is sufficient to carry out the role to facilitate and manage the SSB.
- The additional responsibility for training i.e. IGEM/IG/1 has increased the scope of work as it was not included in the original SSB work schedule.
- The original work schedule did not include all routes to registration e.g. Framework Qualifications and Group Competence Scheme.
- The extent of the amount of work with industries stake holder groups is not fully recognised.
- Facilitate the Gas Industry Liaison Group, originally facilitated by Energy & Utility Skills, this function was not originally part of the SSB.
- The administrative duties such as maintaining websites etc. has been underestimated.

Suggestion from the SCF:

- Include Training i.e. IGEM/IG/1 as part of the SSB scope.
- Include all routes to registration e.g. framework qualifications and GCS.
- Agree scope of SSB i.e. SMB. SCF etc.
- Strategy document to what the SSB wants to achieve.
- Increase in the flexibility of the funding i.e. additional funding available for specific projects.

To support the above comments, it was agreed by the group that the SSB Strategy document would be reviewed by the SCF members. The group are to provide comments to IM by **Friday 29th June 2018**.

**Action IM: Re-circulate SSB strategy document to the SCF members for comment (14.06.18).**

**Action SCF members: provide feedback to Ian Moss on the SSB strategy document by Friday 29<sup>th</sup> June 2018.**

### **3.2 Standard Consultation Forum: Terms of Reference**

To support the activities listed in 3.1 it was agreed by the group that the Terms of Reference for the SCF would be reviewed. The group are to provide comments to IM by **Friday 29<sup>th</sup> June 2018**.

**Action IM: Circulate Terms of Reference for the SCF for comment (14.06.18).**

**Action SCF members: provide feedback on the current Terms of reference for the SCF to IM by Friday 29<sup>th</sup> June 2018.**

## **4. ACS Entry Routes and Changeover requirements**

IM presented the revised version of Guidance Note 8 to the group and explained the reasons for the significant changes to the document. In summary the changes are targeted at new entrants who join the gas industry via the shortest route and then expand their scope of work on the Gas Safe Register via ACS without always gaining the necessary work experience.

IM also went on to table the concerns of the GILG in that:

*Agreed in principle with the proposal but questioned the fact that the revised guidance note lacked the necessary detail for ACS/Training Centres to be able to successfully implement the guidance. The 'learning bridges' need to be quantified with specific learning packages. There also needs to be clarification if the revised guidance intends the 'learning bridges' to be delivered against the IGEM/IG/1 standard. The group also pointed out that centres offering training for registered engineers wishing to extend their scope would need to be instructed to the types of facilities they require and the necessary practical provisions. It cannot be simply assumed that all centres offering upskilling training are also approved for new entrants and therefore comply to IGEM/IG/1, therefore the transition to the new guidance may require significant adjustment and cost to enable centres to comply.*

SS noted that the Certification Body he represents i.e. ERS have the necessary processes in place to ensure that Guidance Note 8 is correctly implemented and understood by the centres. The group also discussed the

implementation date been extended from 1<sup>st</sup> July 2018 to the 1<sup>st</sup> October 2018, therefore, providing more time for the centres to fully implement the revised guidance.

From further discussions it was agreed in principle in what the revised Guidance Note is trying to achieve but further discussions with the SMB will be required to ensure the document wording is correct and reflects the earlier produced document and a consistent approach is achieved and that the links to IGEM/IG/1 are fully understood.

In addition to the above Peter Hurst suggested that this significant change should be communicated to Gas Safe Registered engineers via the Registered Gas Engineer magazine. IM and TS will look into this.

**Action IM: present at the next SMB meeting (20.06.18)**

**Action IM/TS: look to writing an article for the registered Gas Engineer magazine**

## **5. Standards update**

### **5.1. IGEM**

Peter Hurst presented on behalf of IGEM the following papers: IGEM papers IGEM/TSP/18/199 and presentation 20180613:

A date has been set by the SMB that no new entrant to the industry wishing to undertake ACS assessment may do so without successfully undertaking industry recognised training i.e.

All training for new entrants undertaking training from 1<sup>st</sup> October 2017 should comply with IGEM/IG/1.

All training programmes started before the 1<sup>st</sup> October 2017 shall be completed prior to the 1<sup>st</sup> October 2018.

#### **LP Supply pressure working group (see attached paper):**

The group are working towards a solution to the issues surrounding the perceived low pressure at the ECV and have covered the following discussion areas:

- Commissioning appliances including confirming the correct gas pressure is available at the outlet of the gas meter.
- Reporting procedure for low pressure incidents by the installer.
- Clear process of dealing with low pressure incidents by the Networks.
- Prescribing a load in kW for a domestic gas service.
- Industry feedback.

Once discussions have been concluded, IGEM are to provide industry with a paper to outline the issue and subsequent agreements.

## **6. Standards Consultation Forum - update.**

The following revised standards are being considered in relation to their impact on the MoGS criteria and will be discussed at a Technical Working Group.

### **6.1. ISU 076: UKLPG Codes of Practice 24 Part 3 – 2017 use of LPG for Commercial Events, Street Food and Mobile Catering.**

Affected ACS assessments CoNGLP1 CMC non-domestic changeover to LPG mobile catering.

### **6.2. ISU 077: UKLPG Codes of Practice 1 Part 1 – 2017 Bulk Storage at Fixed Installations Design, Installation and operation of vessels located above ground.**

Affected ACS assessments include VESLP1 and VESLP2

### **6.3. ISU 078: Amendments to the Domestic Building Services Compliance Guide – 2018 – England.**

Following a review of the information there are no expected changes to the ACS assessments.

### **6.4. ISU 079: Amendments to the Gas Safety (Installation and Use) Regulations 2018.**

Affected ACS assessments include CCN1, CCLP1 and CCCN1

### **6.5. ISU 080: The Gas Industry Unsafe Situations Procedure – IGEM/G/11**

Affected ACS assessments include 'Cores' and Changeovers with regard to REG 26 & 36.

**6.6. IGEM/UP/17:** The SCF to review to ensure that training and assessment criteria adequately cover the clauses surrounding new appliances installed on existing shared flues.

**6.7. HTR1, HTRLP2 & CONGLP1 (LAV).**

A proposal from the GILG is under consideration to amalgamate the above ACS criteria, it will not however, remove the assessment categories as standalone ACS assessments. The proposal will be discussed at a Technical Working Group to establish how the criteria will meet the requirements of HTRLP2 should the candidate only hold CCN1, HTR1 plus the LPG changeover.

**6.8. CMA3.**

A number of the Certification Bodies have applied to extend their scope for CMA3, there have been a few minor issues with the criteria highlighted by UKAS and once these are amended then there should be no reason for the extension to scope not to be granted.

**6.9. Safe Electrical Isolation**

IM reminded the members of a proposal to include Safe Electrical Isolation in the MoGS criteria. This subject has now been discussed many times with a firm outcome being achieved that Safe Electrical Isolation will not be included in the matters of Gas Safety criteria. However, through further discussions the Technical Bulletin on Safe electrical isolation has been re-published by Gas Safe Register. It has also been agreed that the item would be left on the agenda for further discussion in that Safe Electrical isolation should be included in the training specifications for new entrants.

Note: GSR have advised this TB is advice only and they will not 'defect' if the advice is not implemented.

**6.10. CoP 306**

David Reid provided an update regarding CoP 306 in that it may be withdrawn should BSI agree to include the content in BS 5482. This work will require a business case and should BSI decide not to extend the scope of BS 5482 then UKLPG will look to include the criteria in an UKLPG code of practice.

**Action DR and RH to provide updates at the next SCF meeting.**

**6.11. Frozen Condensate**

Neil Macdonald (see attached paper) for HHIC raised issues found by manufacturers regarding Frozen Condensate pipes. Issues seem to be due to poor installations i.e. incorrect size of pipe and insufficient insulation of the condensate pipe. Neil asked the question to whether additional training could be included in the IGEM/IG/1 training specification. Also, condensates pipes are included in the Matters of Gas Safety criteria, so there may be scoping to see if that criteria could be revised to ensure correct installation practices are assessed.

**Action NM: to provide a discussion paper outlining additional training specifications.**

**6.12. ESP's placing modulating boilers into high fire rate or service mode when working pressure checks at the gas meter are undertaken.**

Neil Macdonald (see attached paper) for HHIC raised the question to the extent a First Call engineer working for an ESP could check working pressure on appliances that modulate and therefore not be on high fire unless an adjustment is made to the boiler. A subsequent issue from this is whether by adjusting a boiler to high fire or service mode would be deemed as working on the appliance. After detailed discussions it was agreed this would be difficult and not appropriate to re-train ESP operatives/engineers to make adjustments to boilers of any description; however it was agreed to include these queries in the Low Pressure working groups agenda and keep the item on the SCF agenda for further discussion.

**7. IGEM/IG/1: update**

**7.1. Implementation process**

IM updated the group on the implementation process, all Recognisers of Training that are known to IGEM have received their initial audit and will receive a second audit during 2018. This also includes a number of independent training providers. As discussed in item 5 of these notes, all training providers that provide training for new entrants onto the Gas Safe Register should be working to IGEM/IG/1. There will be a concerted effort to produce increase communication with prospective training providers and potential learners wishing to join the Gas Safe Register.

**7.2. Governance**

IM notified the group that the 'Governance' of IGEM/IG/1 is to be continued to be developed with the current registered Recognisers of Training. The next steps are to produce an Operations Document for use by all Recognisers of Training and Independent Training providers. The SMB has also formally appointed IGEM to provide Governance of the implementation of IGEM/IG/1.

**7.3 Gas Engineering Training Standards Inquiry (GETSI)**

This government inquiry is being facilitated by Policy Connect and included interviews and panel meetings. The next steps are for Policy Connect to issue recommendations, this is likely to be in September 2018. The outcomes of the inquiry will also take into consideration the work carried out via the implementation of IGEM/IG/1.

**8. SCF working group – ACS Re-assessment**

Having produced a proposal that includes all four core competences and the appropriate changeovers, and the subsequent discussions with the SCF, it is now the responsibility of the Standards Development Unit i.e. Malcolm Greetham is to provide amended criteria for sign-off by the SCF and SMB. This work is progressing with a hope to report positive findings at the next SCF meeting. An important aspect of this is to provide UKAS with a rationale to why changes have been made and therefore engage with UKAS prior to implementation.

**9. Other items**

**MG:** discussed the inspection data received from Gas Safe Register, this data indicates the problem areas and possibly the areas where additional assessment criteria should be provided. Issues include the failure of engineers in identifying unsafe situations. Once more detailed data is provided than the Matters of Gas Safety criteria can be analysed to ensure the scope of assessments are fit for purpose.

**BM:** raised the on-site issue with the Boiler Plus scheme and whether installers can opt out. It was thought that the original intention of the scheme was for customers to notify Gas Safe Register but in effect it is left to the installer to provide notification. There are also issues with customers having to have their control upgraded when they perhaps not afford to have the extra work carried out.

**BM:** tabled a proposal regarding the process involved with engineer's access to standards, the original proposal was to increase the subscriptions to all engineers and in doing so provide access to standards to all registered engineers. This did not happen as at the time Capita were unable to put up subscriptions. However, as the running of the Gas Safe Register is currently going through a procurement process, it was suggested that HSE are contacted to see if the original proposal could be included in the new agreement with thro provider post March 2019.

**Action TS: to contact HSE requesting for the above proposal to be considered by the HSE.**

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

**Wednesday 19<sup>th</sup> September 2018**

**Wednesday 12<sup>th</sup> December 2018**