



MCS Standards Management Group - Final Minutes

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Date and time: Thursday 27th September 11-5pm

Venue: Gemserv, 8 Fenchurch Place, London, EC3M 4AJ

Attendees:

No.	Representing
1.	PV Working Group Representative
2.	Product CBs
3.	Biomass Working Group Representative
4.	MCS 010 and MCS 011 Working Group Representative
5.	Solar Thermal Working Group Representative
6.	MCS 001 Working Group Representative
7.	Competency Working Group Representative
8.	MCS Compliance and Enforcement Manager
9.	BEIS Representative
10.	Micro CHP Working Group Representative
11.	Heat Pump Working Group Representative
12.	Metering Working Group Representative
13.	MCS Administrator
14.	MCS Administrator
15.	MCS Administrator
Apologies	
1.	Installer CBs
2.	MCS Administrator
3.	MCSSCo Directors
4.	Micro CHP Working Group representative



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Agenda:

Item No.	Item Name	Led by	Paper Reference	Time
1.	Welcome and approval of the Agenda	Chair	➤ Verbal	11:00 – 11:05
2.	Minutes and actions from the previous meeting	MCS Administrator	➤ SMG_180927-02a - Previous minutes ➤ SMG_180927-02b - Actions log	11:05 – 11:25
3.	MCS Scheme updates: <ul style="list-style-type: none"> • Sub Licence and Sub-Sub Licence • Recommendations and Director mission statement 	MCS Administrator	➤ Verbal	11:25 – 11:40
4.	Change Process	Chair	➤ Verbal	11:40 – 12:10
5.	Working group updates	Heat Pump WG Representative	<ul style="list-style-type: none"> ➤ SMG_180927-05a - MCS 007 ➤ SMG_180927-05b - Impact Assessment 034 - MCS 007 ➤ SMG_180927-05c - MCS BP Guide Acknowledgement and Disclaimer ➤ SMG_180927-05d - MCS BP Guide Introduction ➤ SMG_180927-05e - MCS BP Guide Part 1 - Technical Considerations ➤ SMG_180927-05f - MCS BP Guide Part 2 – Contractual ➤ SMG_180927-05g - MCS BP Guide Part 2 - Update amends 3 ➤ MG_180927-05h - MCS BP Guide Part 3 - revised MGD 002 ➤ SMG_180927-05i - Addendum to MGD 002 v2.0 Equivalence ➤ SMG_180927-05j - Impact Assessment 027 – MGD 002 (<i>late paper</i>) ➤ SMG_180927-05k – Change Request 044 – MCS 007 	12:10 – 13:00
Lunch				13:00 – 13:30
6.	Working group updates (cont.)	Solar PV WG Representative	➤ SMG_180927-06a - Change Request – MCS 005 Clause 7.3	13:30 – 13:45
		MCS 010 and MCS 011 WG Representative	<ul style="list-style-type: none"> ➤ SMG_180927-06b - MCS 010 ➤ SMG_180927-06c - Impact Assessment 018 – MCS 010 and MCS 011 	13:45 – 14:15



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			➤ SMG_180927-06d - MCS 011 (late paper)	
		MCS 001 WG Representative	➤ SMG_180927-06e- MCS 001-1 ➤ SMG_180927-06f -MCS 001-2 ➤ SMG_180927-06g - Impact Assessment 031 - MCS 001	14:15 – 14:45
		Competency WG Representative	➤ SMG_180927-06h - Change Request 038 - MCS Competency Guidance v1.1 (late paper)	14:45 – 15:00
		Micro CHP WG Representative/ MCS Administrator	➤ SMG_180927-06i - MCS 014 ➤ SMG_180927-06j - MCS 015 ➤ SMG_180927-06k - Add-On Calculator ➤ SMG_180927-06l - Add-On Test Methodology ➤ SMG_180927-06m - MIS 3007 ➤ SMG_180927-06n - MIS 3007-2 ➤ SMG_180927-06o - Impact Assessment 015	15:00 – 15:40
		Metering WG Representative/ MCS Administrator	➤ SMG_180927-06p - Change Request 041 – Domestic RHI Metering Guidance ➤ SMG_180927-06q - Change Request 042 – Electricity Metering Guidance	15:40 – 16:00
7.	Replacement Plants	Heat Pump WG Representative	➤ Verbal	16:00 – 16:15
8.	AOB	Verbal	➤ Verbal	16:15 – 16:25
9.	Date of next meeting: ➤ 29.11.2018 ➤ 31.01.2019	Verbal	➤ Verbal	16:25 – 16:30

1. Welcome and approval of the Agenda

The Chair welcomed the attendees and noted apologies.

MCS 001 Working Group Representative raised an AOB for discussion regarding the ongoing validity of MCS certificates after the closure of the Feed-in Tariff (FIT).

The Chair noted that the recommendation for the MCSSCo Directors’ mission statement will not be discussed under Agenda Item 3.

2. Minutes and Actions from the previous meeting

The SMG agreed that, pending the following alterations, the minutes were a true and accurate representation of the meeting:



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- Page 1: Correction of the attendee list to state ‘MCSSCo’ for the MCSSCo Directors and MCS Compliance and Enforcement Manager in Organisation column;
- Page 3: Clarification of information linking to incentives which allows the consumer to conduct an easier comparison of quotes;
- Page 4: Correction from ‘repetitive’ to ‘representative’;
- Page 4: *Action_SMG_180726-02* was edited to specify ‘when the next **statutory change** will be implemented’;
- Page 4: Amendment to text from ‘below corrections’ to ‘correction of the below’;
- Page 6: Update to *Action_SMG_180427-02* to ‘...discovering and **how to** build phase.’ and ‘**The build phase** ~~and~~ should be...’;
- Page 10: Correction from ‘insured’ to ‘ensured’;
- Page 11: Removal of ‘that’;
- Page 12: Removal of ‘if’ for clarification;
- Page 14: Addition of ‘**original**’ to demonstrate that the criteria remain as they have since the start of the Scheme; and
- ‘Public Liability’ and ‘Professional Indemnity’ written in full throughout.

The SMG discussed the outstanding SMG actions. Only the actions that were updated are listed below:

Action:	Description:
Action_SMG_171122-05	MCS Administrator to include IP on the agenda for all Working Group meetings.
Update: The Chair agreed to provide further information on this matter in an AOB to be discussed under Agenda Item 3.	

Action:	Description:
Action_SMG_180427-02	MCS Administrator to ask the MCSSCo Directors to provide a list of items which are being considered for the MID rebuild and to circulate this list to all WGs for comment.
Update: MCS Administrator agreed to share the list of improvements to be implemented in the first stage of the MID rebuild following the meeting.	

Action:	Description:
Action_SMG_180531-11	The MCS Administrator to include technology specific performance estimate disclaimers on the agenda of all heat technology WGs.
Update: This action was discussed further under Agenda Item 5.	

3. MCS Scheme Updates

The MCS Administrator noted that the MCS Sub-Licence and Sub-Sub-Licence had been re-issued to reflect the Scheme change in proprietorship and increase in per installation fee. The revised documents were circulated to Certification Bodies (CBs) on 21st September 2018.



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The Chair presented updates on three proposed project workstreams under consideration by the MCS Charitable Foundation (MCSCF) under this item.

1) MCS funded projects

The Chair has been invited to project manage the outstanding SMG funded projects. Contracts for the two Solar PV proposals are about to be signed, and production of the agreed self-consumption guidance will begin imminently.

The Biomass project addressing percussive ignitions and minor explosions has increased in cost slightly since being agreed. However, the proposal remains the same and the underlying issue remains. The decision to proceed or not based on the revised project cost lies with the MCS Charity.

The Wind proposal to update to the Numerical Objective Analysis Boundary Layer (NOABL) database has not yet progressed. One of the proposers queried whether the approved funding could be used for other purposes, which is not possible. The Working Group (WG) is considering whether to proceed with the proposal or not.

The Chair and the Vice-Chair discussed the previous proposals and application mechanisms. The Chair noted that there is a website form available to apply for funding by the MCSCF. The Chair could not confirm whether budget would be made available for new projects but noted that previously approved projects have already met the charitable objectives and will be continued.

At this point, the Micro CHP Representative joined the meeting.

2) Competency

The Chair noted that the Scheme is interested in identifying more streamlined routes to competency that would not rely on third-party spending money to update material to match standards produced, and it was further noted that the current routes could be deemed confusing. Two identified objectives of the project are as follows:

Firstly, consideration of what the Scheme should look like regarding required competencies. The objective is to develop a framework to encapsulate other elements. This may require a facilitated workshop and other meetings designed to identify what improvements to current competency routes can be made.

Secondly, to fund the results of the first objectives, encapsulating heat-pumps and battery storage. Support would be required for assembly of training material and minimum competencies/training levels for these technologies, and the involvement of CBs and Awarding organisations would be beneficial.

This project also relates to the battery storage self-consumption project, possibly allowing a standard to be developed. The MCSCF has asked the Chair to review the areas identified above to include a plan for how the different workstreams will interact.

The SMG queried whether battery technologies would receive support from the FIT in the future. The Department for Business, Energy and Industrial Strategy (BEIS) Representative noted that, whilst government supports battery technologies, BEIS could not comment on whether they would be



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included in FIT. Issues with the technology, including measurement of performance estimates, is being investigated.

Action SMG 180927-01: The SMG Chair to contact Ian Drummond (MHCLG) regarding competency and training.

Action SMG 180927-02: The BEIS Representative to put the Chair in contact with Will Broad (BEIS) regarding battery technologies.

The MCS 001 Working Group Representative noted that PAS 2030 references acquiring vocational competence, which includes persons accredited by a competency Scheme. Specifically, it does not demand a vocational qualification.

3) Re-writing of MCS Standards

The Chair explained that the MCSCF is considering a project proposal to review all Scheme Documents including MCS standards, guides, calculators and Terms of Reference (ToR) to be re-written without impacting the technical content. This may involve changing or amalgamating some of the standards.

The main aim would be to streamline the use of standards and Scheme documents. Implementing these updates would necessitate a standstill on standard changes for a timeframe; however, the project would not require consultation, as the changes will not be of a technical nature.

4. Change Process

Following Agenda Item 3, the Chair highlighted that the first items for review as part of the standard re-write project would be the MCS Change Process and the SMG ToR, which require undertaking prior to the commencement of the wider project.

The second proposal for funding would be made to re-write the standards, guidance documents and tools, prioritising those documents linked to the regulatory change cycle. It was noted that the parliamentary timetables are challenging to predict.

The Chair noted that if changes can be expedited then it would be beneficial to do so. There is also the possibility of adding a corrigendum to a document, for example for referencing changing international standards.

The Chair asked the SMG whether they would be interested in participating in a group focussed on re-drafting, or if they could recommend individuals who may be interested. The Chair noted that review of regulatory documents and the Change Process may take roughly 4 months, with the wider standards taking approximately one year to update. The process would be staggered across the various WGs and coordinated with group activity and available resources.

The Chair noted that production of a standard for battery storage may be one of the pieces of work undertaken in this phase, as other technologies have usable standards; however, battery storage currently does not have a standard.



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5. Working Group Updates

The SMG was presented with updates from the following groups.

Heat Pump WG Representative

The Heat Pump WG Representative presented the Heat Pump Working Group (HPWG) documents for this agenda item, leading with the draft changes to MCS 007 and accompanying Impact Assessment for decision.

The MCS Administrator referred to the Change Process for updates to existing standards and technologies. The HPWG has submitted the final draft of MCS 007 and an Impact Assessment. The change is therefore at no. 7 in the Change Process. The SMG was invited to agree whether a consultation period is required for the proposed changes to MCS 007.

The Heat Pump Working Group Representative noted that at the previous meeting, the SMG agreed that the document was a non-material change and would not require consultation, as the current proposal adopts a product family definition used in other schemes.

The Chair queried whether changes within the document are only to reflect updates in external documents. The Vice-Chair noted that the addition of the definition is to aid product testing and to help determine testing requirements. An Impact Assessment was presented as paper 5b, demonstrating that the change clarifies the original intention of MCS 007.

The Chair summarised that, from a procedural perspective, the Impact Assessment had been completed, and the SMG agreed that as the changes were non-material, no public consultation was required. The next stage would be submission to the SMG for ratification of the changes, no. 8 in the Change Process.

The SMG discussed whether the document could be reviewed in its current tracked change format, or whether a clean document should be presented for ratification. The Heat Pump Working Group Representative queried whether there were any further identified editorial issues other than a clause discrepancy (3.1 jumping to 3.3 and missing 3.2). The Vice-Chair noted that the SMG may not need to review the document further for purely editorial changes.

Proposal: The Chair proposed that the SMG review the version of MCS 007 as presented.

The Vice-Chair seconded, and the SMG voted:

Vote: 5 in favour, 1 against, 2 abstentions.

The proposal was approved by the SMG.

The SMG reviewed the document as presented.

The BEIS Representative queried the use of the Energy related Products Directive (ErP), and whether this represented a reliance on EU standards. The Chair noted that its creation in the EU is unimportant, and that the directive's primary use is to specify minimum performance criteria for products. In this capacity, its use is justifiable.



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The Vice-Chair commented that the changes were already approved, and the Impact Assessment had been completed since the last meeting. The Heat Pump Working Group Representative confirmed that there had been no changes to the standard since its last presentation to the SMG.

The SMG reviewed the Impact Assessment (5b). The Vice-Chair noted that the main changes are to update the external standards referenced in MCS 007. The SMG noted that a potential impact could be that manufacturers may have committed to testing against the old standards. The Vice-Chair noted that the proposed change reduces the amount of testing required. Products that had passed testing under the old requirements are likely to meet the requirements of the new standard. The new definition of “product family” may allow manufacturers to agree that fewer tests are required.

The Chair questioned if there was any likelihood of products being removed from the Scheme. The Vice-Chair summarised that it was a fundamental requirement to match ErP, and that the inclusion of a better definition of product families would aid manufacturers.

The Heat Pump Working Group Representative noted that the update would remove confusion over references to older figures. The MCS 001 Working Group Representative queried whether a sunset and sunrise period would be defined within the foreword, and the MCS Administrator noted that wording will need to be added, citing a six-month transition proposed by the Heat Pump Working Group.

Action SMG 180927-03: Vice-Chair/Heat Pump Working Group Representative to verify necessary editorial work to be carried out to MCS 007. If any changes arise that affect intent, MCS 007 to be re-submitted to the SMG.

Proposal: The Vice-Chair proposed that the SMG accept the Impact Assessment and the proposed six-month transition period (sunrise/sunset). MCS 007 is to be issued as a Major update, available from the date of publication. Approval of the standard is conditional on ensuring that formatting and numbering is accurate, and only editorial changes are made.

The Heat Pump Working Group Representative seconded the proposal, and the SMG voted:
Vote: 9 in favour, 0 against, 0 abstentions.

The proposal was approved by the SMG.

Action SMG 180927-04: The MCS Administrator to publish MCS 007 with a six-month transition period, subject to confirmation by the Vice-Chair and Heat Pump Working Group Representative that no further changes to the standard are required which impact intent.

The SMG discussed the Heat Pump Best Practice Guide presented in parts as 5c, d, e, f, g, h and i.

As an Impact Assessment has been submitted and a public consultation is required, the MCS Administrator noted that the proposed changes are currently at no.6 in the Change Process.

The Chair queried whether the proposed changes are material, and the MCS Administrator noted that they were. The project to develop the Heat Pump Best Practice Guide had been funded by the SMG to replace MGD 002 and provide best practice and PET guidance.



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The Heat Pump Working Group Representative suggested that Part 3 and accompanying addendum of the draft guide should be considered as an update to MGD 002 and Parts 1 and 2 are new Scheme Documents.

The Heat Pump WG Representative noted that the HPWG had omitted some contentious areas where consensus had not been reached. The document notes this and recommends that the MCS Contractor seeks the recommendation of the manufacturer in these instances. The WG also suggested that the document be submitted for public consultation.

The Heat Pump Working Group Representative noted that the document had been presented in sections for clarity. The SMG discussed how the document should be consulted upon; specifically, whether to issue the various parts as one document, or as split documents.

The MCS Administrator noted that from a procedural perspective, it would be preferred for the changes to the document to be reviewed within a single consultation.

Proposal: The Chair proposed that the SMG agree that one document is being changed, and a number are being created, which all form one guidance document. The change is a Major change which would require consultation. A single document will be issued for public consultation, and whether the document will be typeset or not will be at the Project Proposer's discretion. The Chair noted that, regardless of format, comments received in response must be easily cross-referenced to the original document.

The MCS 001 Working Group Representative seconded the proposal, and the SMG voted:

Vote: 9 in favour, 0 against, 0 abstentions.

The proposal was approved by the SMG.

The SMG agreed that an appropriate consultation period would be four weeks.

The Vice-Chair and the Chair questioned whether it may be appropriate for Gemserv to issue a variation of the contract to allow part payment of the work completed to produce the Best Practice guide due to the considerable extra work done undertaken as part of the project.

Action SMG 180927-05: MCS Administrator to consider issuing a variation of contract to the HP Best Practice Guide project proposers based on the SMG recommendation to part pay for the work completed on the project to date.

Action SMG 180927-06: Heat Pump Working Group Representative to arrange the consolidation of the HP Best Practice Guide parts into a single document for submission to the MCS Administrator.

Action SMG 180927-07: MCS Administrator to issue the HP Best Practice Guide for a four-week public consultation as a single document.

The Heat Pump Working Group Representative presented paper 5k, detailing a new Change Request for MCS 007. Discussion at the HPWG revolved around a proposal to investigate fully aligning MCS 007 with European test houses, such as Eurovent Certita Certification and Heat Pump Keymark. The Change Request seeks approval from the SMG to conduct a gap analysis on the impact of equivalence, strengthening or relaxing of standards. The Heat Pump Working Group Representative



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and the Vice-Chair will meet with BEIS to check that this would not cause any issues with the function of the Renewable Heat Incentive (RHI).

The Heat Pump Working Group Representative noted that the issues are technical, and it is therefore up to the HPWG to work through these aspects. The MCS 010 and MCS 011 Working Group Representative stated that he believed it was a matter of policy and that a policy position was required from the Directors as there could be possible implications for the scheme if it fully recognises another scheme for Heat Pumps.

Action SMG 180927-08: MCS Administrator to raise the potential policy impacts of fully aligning MCS 007 to European test houses with the MCSSCo Directors.

Proposal: The Heat Pump Working Group Representative proposed that the SMG ask the HPWG to conduct the gap analysis specified in the Change Request and provide a Technical Assessment and Impact Assessment for the next SMG meeting.

The Solar Thermal Working Group Representative seconded the proposal, and the SMG voted:
Vote: 9 in favour, 0 against, 0 abstentions.

The proposal was approved by the SMG.

Action SMG 180927-09: Heat Pump Working Group to conduct a gap analysis and provide a Technical Assessment and Impact Assessment at the next SMG meeting.

6. Working Groups Updates (cont'd)

Solar PV WG Representative

The Chair presented paper 6a. The MCS Administrator summarised that the SMG approved the Change Request 029 for MCS 005 for publication, and the Solar PV Working Group have requested that this Change Request 037 be considered as part of the same publication.

The Chair noted that a change is proposed to the thin film module tolerance range, which would increase accuracy of FIT applications, and stop manufacturers posting broad tolerances for installations. The Chair summarised that the proposed change is not a major change but ensures that the thin-film sector isn't disadvantaged.

The Vice-Chair noted that there are manufacturers who cannot guarantee meeting a 10% tolerance, which is why a +10%, -5% range had been agreed. The MCS 010 and MCS 011 Working Group Representative further noted that these figures are consistent with the International Electrotechnical Commission (IEC) test requirements.

Proposal: The Chair proposed that Change Request 037 be accepted and published in Issue 3.0 of MCS 005 with Change Request 029.

The Vice-Chair seconded the proposal, and the SMG voted.
Vote: 9 in favour, 0 against, 0 abstentions.

The proposal was approved by the SMG.



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The MCS Administrator suggested that the SMG consider whether the change should be at no. 6 in the Change Process. An Impact Assessment has not been provided; however, at the 26th July 2018 SMG meeting, the SMG approved Change Request 029 on the basis that the justification for the Change set out in the Change Request provided sufficient detail on potential impact.

The Chair suggested incorporating Change Requests 029 and 037 within an Impact Assessment for the previously agreed change. The SMG agreed that this approach could form an Impact Assessment and a line should be added to the Impact Assessment to explain this.

Proposal: The detail of Change Requests 029 and 037 is included in an Impact Assessment form and a line be added to state that *“The SMG agreed at the 27th September meeting that the detail provided in Change Requests 029 and 037 provided sufficient justification for the changes and consideration of the related impact”*.

The Vice-Chair seconded the proposal, and the SMG voted.

Vote: 9 in favour, 0 against, 0 abstentions.

The proposal was approved by the SMG.

Action SMG 180927-010: MCS Administrator to include Change Requests 029 and 037 in an Impact Assessment Template and a line to clarify the SMG decision to be reviewed by the Chair of the Solar PV Working Group and submitted to the SMG for information.

Action SMG 180927-011: MCS Administrator to publish MCS 005 with a two-year transition period.

MCS 010 and MCS 011 WG Representative

The MCS Administrator summarised that the papers showed a marked-up version of MCS 010 and MCS 011, and that an Impact Assessment had been drafted. The proposed change is currently at no. 6 of the Change Process. The SMG was asked to consider whether the change is material or not. The MCS 010 and MCS 011 Representative noted that the MCS 010 and MCS 011 WG wished for MCS 010 to be sent for public consultation, but not MCS 011.

The MCS 010 and MCS 011 Representative noted that the changes to MCS 010 encompassed clarification to the wording of the standard but did not change its intent. The wording changes address issues experienced over the past few years, and suggested the changes are material and require consultation.

The WG's request was to send MCS 010 for public consultation. The Vice-Chair noted that consultation would allow assessors to review the changes and provide feedback. The MCS 010 and MCS 011 Representative noted that the changes to MCS 011 were not so significant but clarify appropriate testing scenarios.

Proposal: The MCS 010 and MCS 011 Representative proposed that the SMG accept the Impact Assessment and MCS 010 should be issued for a four-week consultation period and MCS 011 published with a three-month transition period.

The BEIS Representative seconded the proposal, and the SMG voted:

Vote: 9 in favour, 0 against, 0 abstentions.



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The proposal was approved by the SMG.

Action SMG 180927-012: MCS Administrator to publish MCS 011 with a three-month transition period.

Action SMG 180927-013: MCS Administrator to issue MCS 010 for a four-week consultation period.

MCS 001 WG Representative

The MCS Administrator noted that changes had been made to MCS 001-1 and MCS 001-2. Marked-up versions were presented, alongside an Impact Assessment. The MCS 001 Working Group Representative noted that the WG could not reach consensus on appropriate wording for Clause 4.10.5 regarding the auditing of sub-contractors. The WG therefore proposed a full consultation, with the wording options forming a key part of the consultation. Discussion took place regarding audits of QMS by annual return, subcontracting requirements, complaints process and password security. The MCS Administrator noted that the proposed change is currently at no.6 of the Change Process.

The SMG discussed the wording options presented in the Impact Assessment. The Micro CHP Working Group Representative opined that sub-contractors are utilised frequently for Micro CHP systems and checking each individual installation may be heavy handed, and potentially increase the costs of installation.

The MCS 001 Working Group Representative noted that MCS Contractors are continuously under scrutiny. The Solar Thermal Working Group Representative summarised that MCS Contractors are legally responsible for the non-certified sub-contractors, and if the MCS Contractor is not auditing each sub-contractor installation, the position of MCS as a Scheme is weakened significantly. The Solar Thermal Working Group Representative also noted that there is increased risk to the customer.

The Vice-Chair noted that sampling by square root is an accepted technique for assessment as part of certification, and the MCS 001 Working Group Representative noted that this should encourage MCS Contractors to audit all sites, to maintain a representative sample.

The Chair summarised that Groups consensus was heading towards option one, and suggested that, while the SMG do not control the WG outputs, consultation responses should be considered, bearing in mind that SMG favoured option one.

The SMG supported that the three wording options be consulted on.

Proposal: The MCS 001 Working Group Representative proposed that MCS 001-1 and MCS 001-2 be sent for full public consultation of 6 weeks. The consultation should be sent with a statement of preference from the SMG for option one of the three proposed wording options identified in the Impact Assessment. In the view of the SMG, this is to maintain the strength of Scheme.

The Heat Pump Working Group Representative seconded the proposal, and the SMG voted. Vote: 9 for, 0 against, 0 abstentions.

The proposal was approved by the SMG.



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The Chair offered to draft the wording for the statement supporting option 1, and the Vice-Chair volunteered to review the statement.

Action SMG 180927-014: Chair to draft a statement in support of option 1 for proposed MCS 001-1 Clause 4.10.5 as presented in the Impact Assessment, for circulation with the consultation pack.
Vice-Chair to review the statement once drafted.

Action SMG 180927-015: MCS Administrator to circulate MCS 001-1 and MCS 001-2 for a six-week public consultation, upon receipt of the SMG statement in support of wording option 1 for Clause 4.10.5 of MCS 001-1.

Competency WG Representative

The MCS Administrator summarised Change Request 038 to update the MCS Competency Guidance to correct typographical errors. The Change Request is to revise and clarify mapped course titles to accurately reflect the courses available. The proposal is currently at no. 4 of the Change Process, requiring an Impact Assessment to be submitted to the SMG, and for the SMG to authorise further work.

The MCS Administrator noted that debate over the inclusion of additional courses is not in the scope of this proposal.

Proposal: The Competency Working Group Representative proposed that the Competency WG continue with updating the guidance document.

The MCS 001 Working Group Representative seconded the proposal and the SMG voted.
Vote: 9 in favour, 0 against, 0 abstentions.

The proposal was approved by the SMG.

The MCS Administrator noted that all required work on the wording of the guidance had already been completed. An Impact Assessment has not been developed, but justification for the change is provided within the request.

The Chair noted that the next step would be for the WG to submit an Impact Assessment to the SMG. The Chair requested that the Impact Assessment be delivered electronically for consideration at the earliest opportunity including further detail of the impact of adding or removing mapped courses from the published list.

Action SMG 180927-016: The Competency Working Group to complete and issue an Impact Assessment for SMG review to accompany Change Request 038 at the earliest opportunity.

Micro CHP WG Representative/MCS Administrator

The MCS Administrator noted that the SMG had previously approved changes to the mCHP standards which have not yet been published, as they were pending final edits to the Add-On Calculator and methodology.

Since the SMG last saw them, there have been changes made to the Add-on Calculator and methodology, which have highlighted some areas within the standards that are unnecessary or



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confusing. Changes to all four standards (MCS 014, MCS 015, MIS 3007, MIS3007-2) were highlighted to the SMG for ease of reference. The Impact Assessment was also presented with tracked changes. The MCS Administrator summarised that the previous changes had been agreed but not published, and the proposed revisions to the drafts should be considered at no.7 of the Change Process.

The Micro CHP Working Group Representative summarised that the new Add-On Calculator was developed, however related wording in the standards was vague. Proposed new wording clarifies that in-operation efficiencies are prioritised. The pass mark for an Add-On system was that it had to perform “better than a boiler”, and the Micro CHP WG suggest discounting the standby values specified in the testing calculator. Justification for this is that a second unit is being placed in the system, necessarily increasing the standby power usage of the whole system.

The SMG expressed concern over the omission of standby values and suggested that there would need to be an exceptional case made to exclude it. The SMG discussed the use of Add-On units to better understand why it may be necessary to omit the standby value in the case of different Micro CHP technologies.

The Vice-Chair and the Micro CHP Working Group Representative, after review of legislation, discussion on equivalent tests for Heat Pumps and surrounding Micro CHP function, noted that the ErP Directive specifies that the system must be assessed in “active mode”, against the practical function of mCHP units. The Vice-Chair and Micro CHP Representatives agreed that this could justify the exclusion of the standby result.

The Micro CHP Working Group Representative continued with the proposed changes to MIS 3007 and MIS 3007-2. The Micro CHP Working Group Representative noted that the environmental criteria were duplicated from the product standards and the Micro CHP WG suggest it would not be necessary to include these in the Installer standards. The Micro CHP Working Group Representative noted that there were very few Micro CHP installers, and that simplifying the standards where possible would be beneficial to attracting interest in installing the technology. The environmental criteria are quite complex and include lots of caveats which may confuse the standard. Proposed references to the product standards were included as an alternative to aid Contractors who wish to look further than the Installer standards.

The Vice-Chair noted that MCS Contractors and product manufacturers have different requirements and, if the environmental data are required by MCS Contractors, they may not be able to find this within the Installer Standards, despite the data being referred to in the product standards. The MCS 010 and MCS 011 Working Group Representative queried whether MCS Contractors would need to have vision of the environmental criteria.

The Micro CHP Working Group Representative noted that the product standards are a natural place for the environmental criteria. The MCS 010 and MCS 011 Working Group Representative noted that the proposed review of the standards would make them significantly more usable and consistent with the rest of the Scheme standards.

The Vice-Chair suggested that the environmental criteria remain within the installer standards. The Chair noted that the standards should be stand-alone documents and requested removal of the reference to the product standards. The SMG suggested maintaining appendix B in MIS 3007/3007-2 and removing the reference to Product standards within Clause 4.2.2.



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Proposal: The Micro CHP Working Group Representative proposed that the Impact Assessment be accepted and the suites of mCHP documents be published, maintaining Annex B and removing the Product Standard reference from the Installer standards.

The Vice-Chair seconded the proposal, and the SMG voted.

Vote: 7 in favour, 0 against, 1 abstention.

The proposal was approved by the SMG. The MCS Administrator noted that the SMG's decision progressed the changes to stage 8 of the Change Process.

The MCS Administrator noted that the timeline for publication will need to be aligned with the next scheduled FiTs Order legislative update and agreed to work with BEIS and Ofgem to confirm a timeline.

Action SMG 180927-017: The Micro CHP Working Group Representative to update the proposed changes to the standards, maintaining Annex B in MIS 3007/3007-2 and removing reference to Product Standards.

Action SMG 180927-018: MCS Administrator to work with BEIS to confirm a timeline for publication of the mCHP documents to align with the FiTs Order.

Action SMG 180927-019: The MCS Administrator to publish the changes to MCS 014, MCS 015, MIS 3007 and MIS 3007-2 with a one-year transition period for Product Standards, and a three-month transition period for the Installer Standards.

Metering WG Representative/MCS Administrator

At this point, the Metering Working Group Representative joined the meeting via teleconference.

The MCS Administrator noted that two Change Requests (041 and 042) were being presented for review, with the first request containing more substantial changes. The requests are currently at no.1 of the Change Process.

The Metering Working Group Representative noted that the changes were required to reflect changes in policy and regulation.

The MCS Administrator explained that the changes encapsulated updating requirements for metering for performance within the RHI and include a review of the phrase "meter ready" to mirror references in the Renewable Heat Premium Payment (RHPP), and references to DECC.

The Vice-Chair noted that the WG are requesting permission to review and update the document.

The MCS Administrator raised that the WG also wish to include the Ofgem metering for performance form alongside guidance produced regarding metering that would be handed over to the consumers. The Biomass Working Group Representative raised that the MCS Contractor may not be competent to provide this information, which will be relayed to the Metering WG.

The MCS Administrator raised that Ofgem views are being sought as to whether the guidance should be expanded to cover non-domestic metering for performance requirements. This would affect the title of the document, which is referenced in several MCS Installer Standards.



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The SMG agreed that the document must encompass all heating technologies in the review.

Action SMG 180927-020: MCS Administrator to engage with the Biomass WG to ensure no sections that are relevant are removed from the re-drafted MCS DRHI Metering Guidance document.

The Vice-Chair noted that the WG had proposed that two meetings would be required to deliver the outputs of the Change Requests.

Proposal: Metering WG representative proposed that the Metering WG continue with the review of the two guidance documents, including their context and scope, and that they should be independent of technologies. The SMG voted:

Vote: 9 in favour, 0 against, 0 abstentions.

The proposal was approved by the SMG.

Action SMG 180927-021: Metering WG to continue with review of the guidance documents, noting that the guidance should be independent of technology.

At this point, the Metering Working Group Representative left the meeting.

7. Replacement Plants

The Heat Pump Working Group Representative updated the SMG, noting that the latest news is that, from 1st October 2018, replacement plants will be allowed in the non-domestic RHI Scheme. Within the Domestic Scheme, the MCSSCo is in debate with Ofgem and BEIS; it will not demand a new certificate but will require notification that replacement part is sufficient (equivalent or better than), if not identical.

The MCS Administrator noted that Ofgem are reviewing the option of a form which would contain the appropriate information to ensure that Ofgem is notified of system changes. The MCS Administrator also noted that review from BEIS Legal would be required, however this is a positive step.

At this point, the Solar Thermal Working Group Representative left the meeting.

The BEIS Representative clarified that appropriate legal checks need to be emphasised. RHI payments stop once the heating system stops working, and resume once the application is re-submitted. In theory, there is no need for backdating payments. However, this is still being worked on, and the process relies on the application being made accurately.

8. AOB

Compliance Certificates – MCS Certificate Validity

The MCS 001 Working Group Representative lead discussion on the validity of MCS Certificates, querying whether a missing or inaccurate compliance certificate would invalidate the main MCS Certificate. The SMG noted that the MCS certificate would remain valid if there is an error with the compliance certificate or it was missing. The Vice-Chair noted that this is the case where the installer



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is no longer part of the Scheme – where an installer remains on the Scheme, they are expected to rectify the problem.

This information had been reported back to the SMG and MCS 001 Working Group only. The SMG agreed that the Scheme position should be communicated to the Certification Bodies.

The MCS Administrator noted that the decision was not made by the SMG, but that the work had been conducted by former Management Panel member, with BEIS reviewing routes to compliance. A legal view was sought, and the position was confirmed.

The Chair noted the Management Panel members' findings and the BEIS review output should be communicated to Certification Bodies.

The MCS Administrator noted that there is an MCSSCo Board meeting taking place on 4th October 2018 and agreed to raise the communication at the meeting.

Action SMG 180927-022: MCS Administrator to raise the compliance certificate communication with CBs with the MCSSCo Directors.

Each Home Counts

The Vice-Chair raised an AOB regarding MCS' interaction with Each Home Counts (EHC). The Vice-Chair requested an update from the Directors on how the MCS TrustMark would function in competition or collaboration with the EHC quality mark Scheme. The Heat Pump Working Group Representative noted that Chris Roberts presented this topic to the Ground Source Heat Pump Association, presenting various options. The MCS 001 Working Group Representative noted that even post-FiTs, building regulations still require technical standards, and MCS could be an obvious delivery system for those standards.

The Chair suggested that Chris Roberts should be asked for more background on the Scheme interaction with TrustMark or invited to attend the next meeting to summarise the Board of Directors stance on the matter.

Action SMG 180927-023: MCS Administrator to extend an invitation to Chris Roberts or another Director to the next SMG to update the SMG on MCS Scheme strategy post Feed-in Tariff.

Wind Turbine - Milestone

The Vice-Chair presented a further AOB on small-scale Wind turbines and noted that there is a milestone in January 2019 for new requirements on Wind Turbines.

The Vice-Chair suggested that it would be beneficial to contact product manufacturers to see if they will re-certify to new standard.

Action SMG 180927-024: Product CB Representative to contact small-scale wind turbine manufacturers to confirm plans to re-certify to the new standards.

The Chair noted that if they have not started re-certifying, it may be too late for them to begin now, as the process takes considerable time. Manufacturers need to be made aware that they may no longer be listed under the Scheme after January.



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Action SMG 180927-025: MCS Administrator to raise this issue at the next CB Forum meeting.

9. Date of next meeting

The Chair noted that the next meeting was confirmed for 29th November 2018 and requested the meeting be moved to 28th November 2018, subject to venue availability.

Action SMG 180927-026: MCS Administrator to re-arrange the SMG meeting for 28th November 2018, room availability permitting.

Post-meeting note: A meeting room for 28th November has been secured for the next SMG meeting.

There was no further business raised and the Chair closed the meeting.