



BCIA Skills Development Working Group - Agenda

Wednesday 19th June 2019

**Venue: FETA Offices, 2 Waltham Court, Milley Lane, Hare Hatch READING
RG10 9TH**

Time: 10.30 p.m. start - Lunch at 1.00 p.m.

1. Apologies for absence
2. Approval of last minutes 6th February 2019
3. Matters Arising (not included within this agenda)
4. Existing Courses BCM00 – BCM06
 - a. Review process, progress and timescale
 - b. 'House style' and format
5. Trailblazer:
 - a. Latest update on EPA/Funding Band progress
 - b. Training Plan
 - c. New course development:
 - i. Process for development/review/implementation
 - ii. Order of development
 - iii. Timescales
 - iv. BCM07 Control Panels and BCM11 Energy Efficiency (in development)
 - v. Liaison with Marketing – seek course designers/eLearning opportunities
 - vi. Identify potential industry authors/existing courses for adaption
 - d. Training Providers (Lead + others)
 - e. Independent Assessors
6. ECS Cards – development of new suite of BEMS Controls Engineers cards.
7. Young Engineers Network
8. Date of next meeting – 30th October 2019