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O WINTER | O 2016

Newsletter of the Commissioning Specialists Association

PROFICIENT PROFESSIONAL COMMISSIONING

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This Edition of Index is sponsored by:

Ashford

The Last meeting of the year was a combined meeting with all four committees coming together to report on the progress for the year and outlined their key objectives for 2017.

This was followed by a Xmas lunch, as a special thank you to all our Committee members for their voluntary contributions throughout the year.

We are always looking for new members to join one of our various committees and if you are interested and feel you can contribute and attend at least two meetings per year, then please contact the CSA office – office@csa.org.uk.

Thank you to all our members for your support and we look forward to our continuing future success!

NEW MEMBERS

We would like to welcome the following new members to the Association.

CORPORATE: ***ANDREW REID & PARTNERS***

ASSOCIATE: ***HEATCARE LIMITED & CRANE BS & U***

INDIVIDUALS: ***Jack Aspen, Joseph Cunliffe, George Nelson, Carlos Morales Clemente, Aaron Tomsett, Luke Ballin, Jay Blagg, Sim Pattison, Elliott McCluskey, Steven Gomm, Luke Adams, Nuang Nuang Chan, John Gonzales, Lewis Camilleri, Nicholas Gambardella, Gary Chandler, Lee Smith, Gerardo Madulid, John O'Rourke***

INDIVIDUAL ASSOCIATES: Vinod Kumar Kotru

Jules' News

Celebrate at the 2017 CSA Awards
15th June 2017, Copthorne Effingham Park Hotel, Gatwick
Ashford · ESRIA · CSA · CrossCount · Johnson Controls · MARFLOW · MBS

Welcome to the Winter edition of Index. Christmas is upon us once again and hope you are all organised and looking forward to the holidays. The CSA office has been exceptionally busy this year with many new members joining and a steady flow of DLC courses going out. The December committee meetings and Christmas lunch was very enjoyable on 8 December, which is my thankyou to all the committee members for contributing so much over the year. There is a small price increase in 2017 for CSA website sponsorship which will now be £125 per annum — you have your company logo on the front page of our website with a direct link to your website, so this is still good value for money.

2017 Membership Renewal invoices were sent out w/c 12 December 2016 – strictly 45 days payment from date of invoice to receive your 10% discount.

New Members 2016 = 114 (7 Corporate / 6 Associate / 89 Individuals & 12 Individual Associates)
Lapsed members 2016 = 53 (3 Corporate / 1 Associate / 49 Individuals)

GRADE 4 EXAM — NEXT EXAM DATE & EXAM RESULTS (OCT 2016)

The next Grade 4 exam has been set for Saturday 20th May 2017—if you would like to take the exam, please e-mail to confirm — office@csa.org.uk and I will then forward you the latest copy of the "Mock" Grade 4 Exam paper.

GRADE 4 EXAM RESULTS from October 2016

Congratulations to those listed below who successfully passed the Grade 4 exam in October 2016.
ADAM HARRIS, NICK BOARDMAN, WILLIAM LITTLE, ROBERT EADIE, JAMES VIGURS

Procedure for Applying for Individual Membership of the CSA

The application form for individual membership can be found on the website at the following link:
http://www.csa.org.uk/Commissioning_Specialists_Association/file/membership.php

The individual application form must be completed in full including the suggested grade. The highest grade that can be applied for on initial application is a Grade 3, unless you have previously passed the Grade 4 Exam.

Please ensure that the application is both proposed and seconded by a Manager/MD of a CSA Corporate member or by a current individual member Grade 4 or above. The application will not be accepted by the assessment panel if these areas are not completed in full.

Once complete, the application needs to be emailed directly to the CSA office with a full up-to-date copy of your CV and a digital photo: office@csa.org.uk.

Distance Learning Courses – A, B & C

Well Done to those listed below who have recently passed the DLC tests:

DLC A: Shane Whitehead, Richard Bartlett, Thomas Redding, Dean Brinton, James Daly, Liam Hetherington

DLC B: Matt Vaudin

DLC C: Adam Gambardella

To enrol on a DLC Course simply download and complete the appropriate enrolment form – see the CSA website www.csa.org.uk – and e-mail it to office@csa.org.uk. (If you join as an Individual member and enrol on a DLC at the same time you get your first year's Individual membership free).

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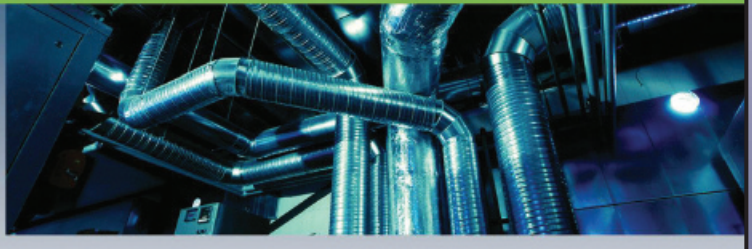

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Merry Christmas & Happy New Year! Julie, Jo & Tracey

Julie Parker – CSA Secretary

Ashford Environmental Services Limited

Ashford Environmental Services Limited is recognised as the UK's leading commissioning and water treatment specialist, providing an integrated "one-stop" service to industry and commerce. Established in early 1997, Ashford continues to grow both financially and geographically, undertaking projects throughout the UK, Europe and the Middle East.

2016 saw Ashford complete the works on one of the City's largest developments, the £100 million UBS fit out of 5 Broadgate. The 12 Storey "groundscraper" now houses 3,000 traders, the biggest concentration in the City together with 2,400 support staff. There are 4 dealer floors totalling 67,000 square metres – equivalent to 4 football pitches. The major challenge for everyone involved in the project was the sheer scale of the building combined with an extremely short programme.

Delivering the pre-commission cleaning and commissioning on a project of the scale of 5 Broadgate in the timeframe available is not just down to resources. The fact that Ashford has the largest workforce out there at the moment helps, however, detailed planning and co-ordination combined with flexible working (24 hours, 7 days per week for a 16 week period) were key to achieving the milestones. This flexibility and willingness to go the extra mile is why Ashford is so successful in winning repeat business.

If you want a fresh pro-active approach backed up by a wealth of experience and a management philosophy of continuous improvement in service and performance, then contact us now. One of our directors will be happy to meet with you to discuss how Ashford can enhance the service that you provide.

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- MDP® low effluent cleaning
- Pre-commission cleaning of closed systems
- Bio-wash processes
- Microbiological & chemical analysis
- Site survey & risk assessment
- Chlorination/disinfection to BS6700 & HSE ACOP L8
- L8 compliance & survey
- Closed system water quality monitoring & maintenance
- Boiler & cooling tower maintenance/cleaning/refurbishment
- Cooling tower decommissioning
- Supply/maintenance of water softeners
- Supply of dosing pots, air/dirt separators, sample coolers
- Tank cleaning/replacement/refurbishment
- Hevasure® remote monitoring/control of dosing plant
- Corrosion rigs & coupon racks

Commissioning Services

- Commissionability appraisal
- Systems validation
- Commissioning advisory service
- Commissioning management & supervision
- Commissioning testing & balancing
- Commissioning documentation
- Pre-commissioning checks & fault finding
- Plant functional analysis
- Environmental monitoring
- Plant operation, plant inspection & testing (site or works)

UBS Broadgate

Elephant Road

Principal Place

The Francis Crick Institute

General Services

- LEV compliance assessment
- Planning, procedures & specifications
- Installation co-ordination
- Quality assurance techniques
- Site surveys & construction supervision
- "Clerk of Works" function

Ashford Environmental Services Limited
Head Office :
The Offices Mill Mead
Staines-Upon-Thames
Middlesex TW18 4UQ

Tel : +44 (0) 1784 465838
Email : services@ashford-group.co.uk
Website : www.ashford-group.com

City Office :
73 Watling Street
London EC4M 9BJ
Tel : +44 (0) 20 7153 9861

London Depot :
Unit 82 Enid Street
London SE16 3RA
Tel : +44 (0) 20 7231 6800

Ashford

2016 CSA AWARDS WINNER

COMMISSIONING SPECIALISTS ASSOCIATION

MAKING BUILDINGS WORK

Introduction to Commissioning Management 2-day Course

With an already established and renowned portfolio of training courses, the CSA has constructed the 'Introduction to Commissioning Management' course to give real life insight and guidance to the Commissioning Management Process.

This 2-day course is split into 8 sessions, providing exercises to assess and guide Delegates through specific activities.

Each session contains:
- the source material
- detailed guidance through the process
- an interactive session "exercise" to end each session

On successful completion of all 8 sessions each delegate will be awarded a CSA Introduction to Commissioning Management certificate and CSA members who are a Grade 5 and have the relevant path of development experience would then be able to apply for their Grade 6.

An Overview of the Training Course

Day One

- Project delivery in the 21st Century built environment
- Commissioning: what is it and why it is important
- The commissioning process for a construction project
- Management of the Commissioning process
- The commissioning management specialist
- Getting started on the project
    - Forming a commissioning team
    - Producing a commissioning plan
    - Commissioning team administration
- Commissioning-focused design reviews
- Programming commissioning activities

Day Two

- Factory acceptance tests
- Preparation for site-based commissioning works
    - Pre-start commissioning workshops
    - Production of pre-start documentation
- Monitoring and controlling commissioning works on site
    - Tracking Commissioning activities
    - Verifying and documenting commissioning works
- Project handover and close-out
    - Producing a final project commissioning report
    - Initial occupation support
    - Seasonal commissioning

Course Location
In keeping with its other training programmes, this course will be conducted at the CSA offices in Horsham, West Sussex.

Course Dates (TBC)
(first 2-day course date —15 & 16 March 2017)

Course Pricing
This unique 2-day course is priced at £600.00 + VAT for CSA Members and £700.00 +VAT for non-members.

For further information and to express interest in attending this important training course, please contact Julie Parker or Joanne Rowe at the CSA office on +44 (0) 1403 754 133 or by email at office@csa.org.uk.

CSA Awards – Myths Need Exploding

by Keith Barker, Tectonic Techniques

I happened to bump into the boss of one of the smaller Corporate Members a few days ago. After the usual pleasantries we got to talking about work (don't we always?). Chatting about the sort of contracts he was involved with, I mentioned the CSA Awards and suggested he enter one of his jobs for the 'Project of the Year' category.

He quite readily dismissed the idea, suggesting that his projects were usually run of the mill, of reasonably short duration and didn't grab any headlines. As such, he hadn't considered putting forward an entry for the Awards because he felt he had no chance of winning.

This belief concerned me on two counts. Firstly, I was disappointed that people might actually think that way about our awards programme, and secondly, I was curious as to why. So I asked a fellow CSA Committee Member to explain the main entry criteria, and his response was both forthright and encouraging. He said:

1) The size of the project is irrelevant.
2) It doesn't have to be a particularly innovative or ground-breaking building – it's the way in which the project was managed that counts – not the gravitas of the job.
3) A key element is the online entry form which has to be completed:
   - think carefully about what you write
   - using standard phrases in a 'copy & paste' job from the company brochure doesn't necessarily do you any favours
   - give plenty of detail about why it was such a good project – what made that job stand out
   - a testimonial from the client will always add weight to any entry

He made some other interesting points as well, namely:

- The judging process is based purely on the information presented via the entry forms, which offers a level playing field for everyone.
- The judging is totally transparent so people can't influence things for their 'mates'.
- Each judge has responsibility for scoring each entry, against the pre-set judging criteria, but it is the combined aggregate score of all the judges that determines the results.
- The totalling of the scores takes place after the judging session, so none of the judges know who the winners are in advance of the ceremony.

The person Charing the Judging Panel is not a CSA member company, or associated with any of the members, and so it is completely impartial.

So, armed with this information, and having always been keen to explode possible myths and prejudices, I would suggest that the saying 'you can't win it, if you ain't in it' is really quite apt in this scenario. Please don't think there is little point in entering because a certain other company is likely to win, as that is a self-fulfilling prophecy. If you haven't bothered to enter, that certain other company must surely have a far better chance of winning.

So go on, have a crack and put forward an entry. With such a strong and transparent entry/judging process in place, every nomination is assessed on its relative merits, and so each one has an equal chance. Do remember, just by making the list of finalists you'll be rewarded with a bucket load of publicity – which has to be of commercial value to any business, large or small.

You can enter the 2017 CSA Awards by visiting the website – www.csa-awards.co.uk.

Chairman's Thoughts

What a year 2016 has been – I don't know where to start!

We have seen the passing of some well-known celebrities including: Muhammad Ali, David Bowie, Prince, Alan Rickman, Gene Wilder, Paul Daniels, Harper Lee, Sir Terry Wogan to name but a few.

We have had Brexit – whereby the United Kingdom voted in a referendum to leave the European Union. Then following the resignation of Prime Minister David Cameron in June 2016, Theresa May was appointed as his successor.

We have seen Donald Trump become President-elect of the United States and he is expected to take office as the 45th President on 20th January 2017.

The 2016 Summer Olympics also took place in Rio de Janeiro, Brazil.

However, specifically within our Association we have seen a period of stability, yet we have also made steady progress with some new and existing initiatives.

In the office, we have welcomed Tracey Underhay who has successfully completed her 6-month probation and she joins Joanne Rowe – who it feels like has been with us forever and has really settled in well – and of course Julie.

We have a great team spirit in the office and moral is high – which is always good for helping our members with any enquiries, processing new membership applications, logging Distance Learning Courses and keeping all the committee members in check!

I am sure you will all join me in thanking them all for their hard work this year.

I have taken on an even more hands-on approach as Chairman this year as has Julie – as you can see we really do everything we can in helping our Association to run smoothly – including a bit of plumbing work!

The Management Committee has also been very busy behind the scenes and by working with our treasurer Alan Cram – have produced all the budgets for next year.

Nick Ward and the Marketing committee have been busy promoting the CSA at various industry events and have been producing some very interesting Press-releases in association with our media partner Andrew Castle and Touchwave Media.

I am sure you will have seen on a recent press release that the GCC has been up and running since 1st July – thank you to Andrew Lawler for his hard work as chair of this Chapter.

In the New Year, Lee Berrisford of Airtech Premier Ltd, is going to be heading up a new Northern Committee and has so far had a great response from many of the commissioning companies from Birmingham up to Scotland!

Tony Anderson has worked so hard in producing the "Introduction to Commissioning Management" course together with Glen Hawkins.

We successfully held a trial run in the meeting room in Horsham – which produced great feedback and a really positive response and we are excited to bring this to market in March 2017.

I would personally like to thank Neil Chatterley and Lee Berrisford for coming down from Manchester, Nick Ward, Roger Carlin and Tom Bradbury for assisting us with this trial run.

Thanks to Mark Todd as Vice Chairman and for taking temporary charge of the Technical Sub-Committee who have been renewing Guidance Notes and Technical Memorandums.

A special thanks also goes out to Chris Davey – who attended the Building Services summit on behalf of the CSA.

We have so much more to look forward to in 2017 – including the CSA Gala Awards evening. The last two years have been great and I really hope you will all come along and support your industry.

Thank you to Julie, Jo and Tracey for organising a wonderful Christmas lunch – and thank you to everyone who attended.

I would like to take this opportunity to thank every committee member – especially the usual suspects – who attend each and every meeting, the office staff, Alan Cram, Glen Hawkins, Andrew Castle – you have really all helped to make 2016 another successful year for the CSA.

All that's left for me to say is that I wish all you and your families a very happy and merry Christmas and best wishes for the New Year.

Andrew Watkin – CSA Chairman

COMMISSIONING SPECIALISTS ASSOCIATION

MAKING BUILDINGS WORK

Commissioning given voice at Building Services Summit

The Commissioning Specialists Association (CSA) was delighted to have been invited to participate in this year's Building Services Summit, and to put the important role of commissioning 'centre stage'.

Held at the **British Library** in London on **23rd November 2016**, the summit provoked in-depth discussion about key factors affecting the industry today. Building services equipment can be responsible for over 80% of energy consumption in commercial. Highlighted was the fact that only 10% of the lifetime costs of the building are in the Construction phase, whilst 80% of the costs are in the running costs and the final 10% are in the deconstruction of the building at the end of its working life. It can be seen that a small increase in costs at the construction phase to ensure the building operates more efficiently and to provide a better environment for the occupants, could make big savings in the running costs and provide a more productive environment for occupants.

Who was there?
Hosted jointly by the Building Engineering Services Association (BESA), the Electrical Contractors Association (ECA) and the Building Controls Industry Association (BCIA), and supported by FETA, the Building Services Summit was aimed at consultants, contractors and their clients – building owners, managers and facilities managers.

Presentations and panel discussions highlighted the key issues that are faced today with the focus on 'hard FM'. Other benefits to managing and controlling building services were addressed, including the importance of good quality commissioning at the outset, longer operational lifetime of equipment, greater occupant comfort and improved maintenance programmes.

Attendees will have left with a better understanding of how to optimise the building services in their own buildings, and how to use the latest technology and engineering acumen to optimise long-term performance.

On the day – a different approach!
There were presentations about the latest legislation on building performance however the main element of the Summit was a series of panel discussions, in which delegates were encouraged to take an active part. Throughout the day, participants examined three key questions:

- What are our challenges?
- What are the solutions – what works?
- What stops it happening?

There was plenty of opportunity to hear from experts but also to be part of the conversation about improving our sector – reducing value engineering; ensuring that what the client wants is actually delivered; and offering real solutions for the challenge of achieving efficiency in a cost-effective way.

Chris Davey of JPS Commissioning, and a founding member of the CSA, was joined by Nick Ward, Chairman of the CSA's Marketing Committee in attending the event on behalf of the association. Chris also shared his wisdom as a panellist within the 'Finding Solutions' session.

It is hoped this was the first of many events that the CSA can partner with over the coming months and years, as it strives to put the important role of commissioning 'centre stage' within the wider building services context.

Further information can be found online at www.buildingservicessummit.co.uk.

Reader Enquiries to:
Julie Parker, Secretary
The Commissioning Specialists Association (CSA)
9 Kings Court, Harwood Road
Horsham, West Sussex RH13 5UR

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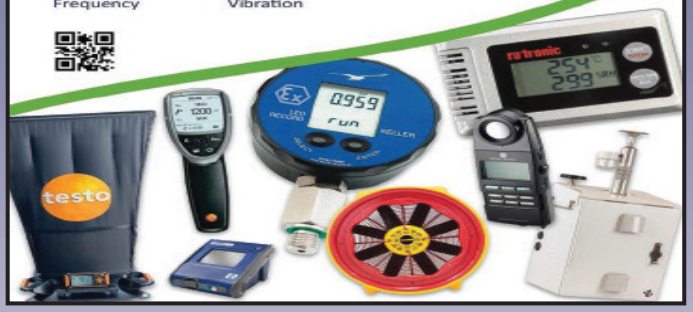

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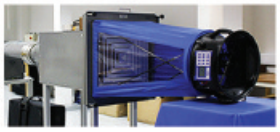

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A big thank you from

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Environmental Services Limited
Winners of the CSA Commissioning Provider of the Year 2015 & 2016 and Innovation in Commissioning 2016

We would like to thank all of our customers for their support over the past year and look forward to being of service in 2017!
If you have a project to let, give us a call. Let us demonstrate why the majority of our turnover is repeat business.
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Head Office:
The Offices
Mill Mead
Staines-upon-Thames
Middlesex TW18 4UQ
Tel: +44 (0) 1784 465 838

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