

Gas Safety Management Plan (Section A)

HMS Flying Fox RMR RNR ARC ACF SCC

15/04/2025

Produced to meet the requirements of the Gas Safety (Installation and Use) Regulations 1998

(Gas Safety Management Plan (Section B) covers the requirements of the Gas Safety (Management) Regulations 1996

ESTABLISHMENT KEY PERSONALITIES (GAS) CONTACTS

Role	Name	Tel No.	Email
Head of	Lt Josh McCreton RM	0303 382 2874 /	joshua.mccreton463@mod.gov.uk
Establishment		07917 174698	
Establishment's SHEF	CSgt Jeremy Nazarin	07909 562708	jeremy.nazarin142@mod.gov.uk
Establishments 4C's Coordinator	CSgt Jeremy Nazarin	07909 562708	jeremy.nazarin142@mod.gov.uk
Senior DIO Estate Representative or Equivalent	Mark Cubitt	07955 280440	wx-est-hd@rfca.mod.uk
Site DIO Estate Representative or Equivalent	Mark Armstrong	07508 129987	wx-est-mgr3@rfca.mod.uk
MMO Site Manager or equivalent	Paul Wakeford	07356101565	Paul.wakeford@vivodefence.com
Gas Safety Manager (GSM)	Justin Westcott	07793222820	Justin.westcott@vivodefence.com
Gas Responsible Person (GRP)	Jason Cuthbert	07592112763	Jason.cuthbert@vivodefence.com

The Content of this Gas Safety Management Plan (GSMP) have been Approved by the Gas Safety Manager:

Signature: JP W	Vestcott Date: 15/04/2025	
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Authorisation for Implementation

The content and format of this GSMP has been agreed and authorised for implementation by Defence Infrastructure Organisation Technical Services Principal Gas Engineer (DIO TS PGE) and a unique reference number has been generated to support this.

The Content of this GSMP have been agreed by the Senior DIO Estate Representative or Equivalent and future works following the findings will be supported:

Signature:	M Cubitt	Date: 07/05/2025

The content of this GSMP have been agreed by the Head of Establishment and future works following the findings will be supported

Signature	Josh McCreton	Date: 5 Sep 25
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REVIEWS AND AMMENDMENTS

GSMPs are 'living documents' that should be subject to continual review and updating as required. Although the level of attention required will vary considerably depending on the size and complexity of each site, GSMPs should be reviewed at least once per quarter by the GRP, unless otherwise agreed by the PGE. Although it is likely that changes are not required at each review, the date of review and any changes made should be indicated on the tables below. The review of the GSMP will include a site visit to ensure that the site and the content of the GSMP remain valid. The reviews and amendments made will be deleted during the DIO TS three yearly review when the GSMP is re-authorised by the PGE.

Date	Page	Amendment	
04/00/0000	No.	In the I December of	
21/03/2022	All	Initial Development	
29/09/2022	3	Updated Gas Supplier Details	
22/12/2022	8 & Annexes	Added Gas Line Drawing References, Icon and Drawings	
13/03/2023	8 & Annexes	Added Gas Network Drawing Reference, Icon and Drawings	
14/03/2023	ii & 1	Updated HoE Details	
09/06/2023	N/A	No Amendments Required	
08/09/2023	N/A	No Amendments Required	
29/12/2023	5	Removed pipeline survey required reference as now complete.	
17/01/2024	ii & 1	Updated HoE Details	
25/03/2024	N/A	No Amendments Required	
28/06/2024	4,5	Updated Descriptions in 2.1,2.2	
27/09/2024	ii & 1, 3, 10	Updated Head of Estates Details, Updated MAM Details, Added New NRH Boiler Details	
18/10/2024		GSM re-authorisation (previously authorised 25/03/2022)	
31/12/2024	N/A	No Amendments Required	
18/02/2025	Various	Updated document to reflect VIVO as new MMO including GSM/RP and helpdesk details	
07/05/2025	Various	Updates to HoE details, use of site/occupants and building names. Drawing PDFs yet to be updated, guardroom number corrected.	
05/09/2025	ii & 1, 4	Change of HoE. Update to site overview.	

Date	Reviewed by	Authorised by	Comments
25/03/2022	M Fenwick	N King	Initial Review
29/09/2022	M Fenwick	M Fenwick	Quarterly Review
22/12/2022	M Fenwick	M Fenwick	Quarterly Review
13/03/2023	M Fenwick	M Fenwick	Quarterly Review
09/06/2023	M Fenwick		Annual Review
08/09/2023	M Fenwick	M Fenwick	Quarterly Review
29/12/2023	M Fenwick	M Fenwick	Quarterly Review
25/03/2024	M Fenwick	M Fenwick	Quarterly Review
28/06/2024	M Fenwick		Annual Review
27/09/2024	M Fenwick	M Fenwick	Quarterly Review
18/10/2024	Neville King	Neville King	GSM re-authorisation
31/12/2024	M Fenwick	M Fenwick	Quarterly Review
27/01/2025	M Fenwick	M Fenwick	DNV De-Mobilisation Review /
			Handover
18/02/2025	J Cuthbert	J Westcott	Update and quarterly review
15/04/2025	J Westcott	J Westcott	Initial review/approval
13/05/2025	J Cuthbert	J Cuthbert	Quarterly Review
20/08/2025	J Cuthbert	J Cuthbert	Quarterly Review

Establishment: HMS Flying Fox RNR ARC ACF SCC

FOREWORD

MOD, as a gas conveyor within Great Britain, has submitted an Exemplar Gas Safety Case (MOD GSC) to demonstrate compliance with the Gas Safety (Management) Regulations 1996 (GS(M)R). Maintenance Management Organisations (MMO's) are engaged who have the overall contractual responsibility to operate and maintain the gas network assets under their Contract, including the management of the safe flow of gas within the system and the provision of an emergency service. The MOD delegate specific duties to the MMO but accountability for gas safety on each site rests with the Head of Establishment.

Whilst gas downstream of the Emergency Control Valve (ECV) fall outside of the scope of (GS(M)R) similar criteria as those referred to above must be accommodated within an appropriate management system. The specific criteria required to adequately manage gas infrastructure downstream of the ECV are described in the Gas Safety (Installation and Use) Regulations 1998 (GS(IU)R).

The MOD GSC considers all parts of the MOD estates gas supply system that forms part of the gas supply network. This includes all parts of the MOD gas network from the Bulk Primary Meter Installation to the individual gas appliances and the safe release of the products of combustion. The MOD GSC considers primarily those matters that relate to the management of the safe flow of gas within the system and the provision of an emergency service for all aspects of the gas system.

Following initial approval of the Gas Safety Management Plans (GSMPs) by the DIO Principal Gas Engineer (PGE), the Gas Safety Manager (GSM) is required to reapprove this GSMP annually. GSMPs must be submitted to DIO PGE every three years for authorisation.

GSMP Section A documents site specific details of the establishments utilisation infrastructure to assist with measures to ensure compliance with the GS(IU)R for installation pipework and associated components.

GSMP Section B documents site specific details and arrangements as a direct annex to the MOD GSC in line with the Gas Safety (Management) Regulations 1996 (GS(M)R).

GSMP Section C documents site specific details and requirements of the establishment's LPG networks.

Although the legal status of this document applies in the UK only, the MOD apply the same requirements to the management of gas on its overseas estate, in accordance with the currently published Secretary of State's Health and Safety policy statement.

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THE DUTY HOLDER AND ESTABLISHMENT LEVEL KEY PERSONALITIES

1.1. Gas Safety Case Duty Holder.

The duty holder for the MOD Gas Safety Case is the Permanent Under Secretary for Defence (PUS). However, day to day responsibility for the preparation and maintenance of the document is delegated to the DIO TS Head of Engineering and Construction, who also has the responsibility for managing the system in accordance with the Safety Case. PUS delegates maintenance responsibility to the Top-Level Budget Holders (TLB's), to manage safety of the gas network. The TLB's utilise MOD Contracts i.e. MMOs who have responsibility for maintaining the gas network on behalf of the MOD.

Permanent Under Secretary Name:

Address: Main Building

Horse Guards Parade

Whitehall London SW1A 2HB

1.2. DIO Technical Services Principal Gas Engineer (PGE).

The PGE assumes the role of Senior Authorising Authority which is a term used within the MOD to recognise the authority of the person responsible for overseeing the appointment of, and auditing Authorising Engineers (AEs). For Gas the AEs are replaced by Gas Safety Managers (GSMs).

Name: Jeremy Obbard

Address: DIO HQ

Whittington Barracks

Lichfield WS14 9TJ

2: 07748 903260

1.3. Establishment Personalities.				
Name of Establishment:	HMS Flying Fox			
Establishment Address:	HMS Flying Fox Winterstoke Road Bristol BS3 2NS			
Head of Establishment (HoE) (This is the most senior MOD person identified, by the chain of command, as responsible for the establishment. The HoE holds accountability for ensuring site compliance with the requirements of GSMR and the MOD GSC, including this GSMP.)	Name: Position: Organisation: Address:	Royal Marines Reserve Bristol		

Senior DIO representative	Name:	Mark Cubitt
or equivalent	Position:	Head of Estates
	Organisation:	Wessex Reserve Forces' & Cadets'
(This may be the SEFM,	_	Association
but will vary depending on	Address:	Mount House
the contract this		Mount Street
establishment falls under)		Taunton
		Somerset
		TA1 3QE
	2 :	07955 280440
	⊠:	wx-est-hd@rfca.mod.uk

1.4. Maintenance Management Organisation (MMO).				
The MMO for this es	tablishment is:	VIVO Defence Services		
Gas Emergency Helpdesk (Typically, MMO Helpdesk) (24 Hours) Note: Please do not contact the general public National Gas Emergency Service for suspected gas	Organisation:	VIVO Helpdesk 25 Goodlass Road Hunts Cross Liverpool L24 9HJ 0800 030 9320		
escapes on RFCA infrastructure.	Name:	Luctin Westsett		
Gas Safety Manager (GSM)	Address:			
Address:				
		Jason.cuthbert@vivodefence.com		

1.5. Additional Gas Conta	acts.	1.5. Additional Gas Contacts.				
External Gas Distribution Network (EGDN)	Address:	Wales & West Utilities Wales & West House, Spooner Close, Celtic Close Coedkernew Newport NP10 8FZ 0800 912 2999				
Gas Supplier	Organisation: Address:	Steve.Harding@WWUtilities.co.uk Total energies Gas & Power 55-57 High Street Redhill Surrey RH1 1RX 01737 275 746 gp.redhill.ccs@totalenergies.com				
LPG Supplier	Organisation: Address:	Not Applicable, no bulk LPG on site.				
Meter Asset Manager (MAM)	Organisation: Address:	National Gas Metering Pavilion Drive Witton Birmingham B6 7BB 0800 0014310 enquirydesk@nationalgrid.com				
National Gas Emergency Centre (24 Hours)	2 :	0800 111999				

2 SITE SPECIFIC DETAILS

2.1 Site Overview.

A brief description of the establishment and its current use. This should include how many separate sites are present and the number of buildings being supplied by gas.

HMS Flying Fox is a single site establishment with five major buildings on site, three of which are supplied by gas –

- The main building supplied direct from the MoD network.
- 'Tech Block' supplied direct from the MoD network.
- Navy Regional HQ Building supplied via below ground installation pipework.

The main Building is used for Office Space, Kitchen, Drill Hall (including events), classrooms and a bar/lounge.

The Tech Block is used for office space and stores.

The Navy Regional HQ building is used for office space.

The site is currently occupied by Royal Marines Reserves, Royal Navy Reserves, University Royal Navy Unit, Royal Naval Regional Headquarters for Wales and Western England, the Royal Navy Regional Support Unit, HQ Southwest Area Sea Cadets and Bristol ACF Winterstoke Road Detachment.

During working hours there are around 20-30 people on site. In the evenings and at weekends there can be 20-40 people on site for training, including use of overnight accommodation. There can be over 100 people on site for periodic functions, events or parades. The site has a guardroom manned 24/7.

0800 0309320 (RFCA National Gas Emergency Helpline)

There is a single EGDN gas supply onto site feeding a MAM owned and operated Medium Pressure (MP) gas meter rig.

There is a manufactured gas meter house at the main entrance to site inside the wire. There is a 2" steel EGDN riser into the meter rig and a 4" steel outlet feeding the MoD network.

The demarcation point between EGDN and MAM responsibility is the ECV. The demarcation point between MAM and MoD responsibility is the meter outlet. There are no single supply meters on site.

The bulk fiscal meter is a twin stream meter fed at medium pressure by the EGDN network (Wales & West Utilities). This meter then supplies the MoD network at 30.7 mbar with two buildings (Tech Block and Navy Regional HQ building, one service riser) and one building (Main Building, below ground entry) fed from the MoD network.

MoD Network 001

Bulk Fiscal Meter – Schlumberger Delta D5 S/N – CD 33148 140 m/3hr MPRN – 50576006

Main Building

The gas enters the building via a 2" steel below ground entry. The ECV is located within a cupboard next to the main front doors. There is an external SIV for this service. The gas pipework continues in 2" steel and drops below ground on the outlet and feeds four appliances within the ground floor Galley and a single appliance within the basement.

Tech Block

The gas enters the building via a 3" steel riser. On building entry the gas runs through a low level MoD ECV and continues in 3" steel to feed two heating boilers.

Naval Regional HQ Building

The gas enters the building via a 25mm PE riser. The supply to the building is via installation pipework from the main building cellar plantroom. On building entry the gas enters an understairs cupboard, through an AECV and secondary meter and runs to the single gas boiler in 22mm copper.

Secondary Meter – Parkinson Cowan Meter S/N – 0474754 S 6 m/3hr

The MoD network begins after the Bulk Fiscal meter outlet valve. The MoD is responsible from the Bulk Fiscal meter outlet valve up to and including the appliances in the buildings. The buried sections to the two buildings are thought to be PE transitioning to steel before the building inlet risers.

There is one secondary gas meter on this site installed within the Navy Regional Office.

The MoD network pipework is thought to have been installed in the mid 1990's.

There is a mix of steel and PE pipe within the network.

The Gas Safety Management Plan Part B will contain all Network information.

2.2 LPG Gas.

A brief description of the LPG installations, including how many compounds are at the establishment, condition and make up of each compound, the number and size (kg) of vessels in each compound, the number of LPG MOD networks, the number of buildings supplied from the LPG MOD networks, how many buildings are supplied direct and not from an LPG MOD network. Details of the LPG pipework after the first stage regulator up to the building(s).

Note: The demarcation agreement between the LPG supplier and the MOD has been agreed and the MOD take responsibility from the outlet of the first stage regulator. The LPG supplier is responsible for the vessel, vessel associated components (excluding any earth bonding) pipework up to and including the first stage regulator.

No LPG on this establishment

2.3 External Installation Pipework.

A brief description of the external installation pipework (above or below ground) on each building. This is from the ECV to where it enters the building(s), the material, diameter, lengths, supports, conditions etc.

There is a section of buried installation pipework from the cellar plantroom of the main building, exiting in 40mm steel. This runs below ground for approx. 90 metres, pipe size and material unconfirmed and exiting the ground in 25mm PE at the point of entry to the Naval Regional HQ Building.

2.4 Details of buildings served.

A list of the buildings being supplied by gas via an MOD network, LPG compound or directly from the EGDN and the usage of the gas (catering, hot water, heating, fire training, etc) at the building.

Ser	Building Number	Building description	Supplied by	Gas usage
1	Main Building	Office space, meeting/conference rooms, stores, drill hall and a Kitchen.	MoD Network	Catering, Hot Water
2	Tech Block	Office Space, Stores	MoD Network	Heating
3	Navy Regional HQ Office	Office Space	Installation Pipework	Heating and Hot water

2.6 Additional details of buildings being served.

Any additional detail about a building that may be required or useful in an emergency or requires more details than captured above.

NOTE: This section is to be used to capture the Service Family Accommodation (SFA) properties where it is not practical to fit above.

N/A

Establishment: HMS Flying Fox RNR ARC ACF SCC

METER DETAILS

3.1	Primary	Meter Details	
v. i	I IIIIIAI Y	Wictor Details	"

The following table describes the basic arrangement of the primary meter installation(s). (These are the responsibility of the MAM)

NOTE: More detail on the primary meters that supply MOD networks can be seen in the GSMP part B.

Number of prima	ry meter insta	allations:	1						
	Supplying (MOD	14:	Incoming	Outlet pipeline				Man Flanc	
Meter Name / ID	MPRN	network ID or Bldg number)	location	pressure tier – HP, IP, MP, LP	P tier – HP, IP, MP, LP	Pressure (mbar)	Material	Diameter (mm)	Max Flow (M³ hr)
HMS Flying Fox Bulk Fiscal Meter	50576006	Network 01	Standalone Manufactured Gas Meter House at the Main Entrance Inside the Wire.	MP	LP	30.7	Steel	100	140

Utilisation Meter Details. (meters supplied directly from the MOD gas network)

The following table describes the basic arrangement of the utilisation meter installation(s). (These are the responsibility of the MOD)

Number of utilisation meter installations:

1 (Buildings Supplied by MoD Network are shown)

		Inlet pipeline			Outlet pipework					
Meter Name / ID	Being supplied from (MOD	P tier – HP,	Pressure	Material	Diameter	P tier – HP,	Pressure	Material	Diameter	Max Flow
	network ID)	IP, MP, LP	(mbar)		(mm)	IP, MP, LP	(mbar)		(mm)	(M³ hr)
Main Building –	Network 01	LP	NTP	Steel	80	LP	28	Steel	50	N/A
Not Metered										
Tech Block - Not	Network 01	LP	NTP	Steel	80	LP	NTP	Steel	80	N/A
Metered										

4 DIAGRAMS AND DRAWINGS

4.1 Line diagrams for building(s) internal gas installation pipework.

This section is to contain line diagrams for building internal installation pipework and associated components. This diagram should be fixed to the building at a practical and accessible location as well as within any associated document centres. It may be embedded as a PDF to this document for online use.

NOTE: Drawings are only required for commercial installations or for installation in commercial settings (non-domestic use). This may mean more installations than listed in IGEM/UP/2 Edition 3 (4.2.14), depending on the installations intended use.

Drawing Number	Building	Comments
WX15-A-A3	Main Building	Not to Scale Gas Line Drawing
WX15-A-A3	Tech Block	Not to Scale Gas Line Drawing
WX15-A-A3	Regional Naval	Not to Scale Gas Line Drawing
	HQ	
		WX15-A-A3.pdf

4.2 Additional drawings.

This section is to contain any additional drawings that may be required or may be of benefit to this GSMP or emergency procedures.

Drawing Number	Building	Comments			
WX15-B-A1	Site Wide	Gas Network Layout Drawing			
		WX15-B-A1.pdf			

Establishment: HMS Flying Fox RNR ARC ACF SCC

5 GAS INCIDENTS

5.1 Site reporting procedures for dealing with gas incidents.

This section is to contain the establishment's site-specific procedure for dealing with reports of gas incidents with regards the external installation pipework, internal installation pipework and equipment. Details of all individuals with responsibilities under this procedure should be included.

Procedure for an incident involving the gas installation on site:

- Call the VIVO helpdesk on 0800 030 9320, open 24 hours per day
- The helpdesk will contact the EGDN emergency service who shall attend and make safe a gas incident.
- The helpdesk will also inform the VIVO site team and send a text alert and Teams message to inform the gas RP team.

6 GAS EQUIPMENT

Buildina	Equipment	Equipment type	Serial Number	Appliance kW rating	Flue classification	Comments
number	location	(make, model)	Conai Namboi	7 ippliance kw rating	Tido diadomidation	Commonto
Network 001	10 Gation	(mano, model)				
Main Building	Kitchen	Blue Seal Moffat Grill	Not Visible	8	Flueless – Canopy Extract	
Main Building	Kitchen	Blue Moffat G506DF 6 Burner Range with Oven	333244	47	Flueless – Canopy Extract	
Main Building	Kitchen	Falcon G1830 Fryer	F030951	16.1	Flueless – Canopy Extract	
Main Building	Kitchen	Fagor CGB-761 GN-R	1120100604	32.6	Flueless – Canopy Extract	
Main Building	Basement Plant Room	Lochinvar LG 50 CE Water Heater	FF 12133880	14.7	Open Flue	
Tech Block	Plant Room	Hoval SR 400 Plus with Nu Way MGN530 LN T1S 307 Burner	K52518	410	Open Flue	Boiler No.1
Tech Block	Plant Room	Hoval SR 400 Plus with Nu Way MGN530 LN T1S 307 Burner	K52519	410	Open Flue	Boiler No.2
Navy Regional HQ Office	Kitchen	Worcester Greenstar FS 30CDi Regular	5572-276-000028- 7731600102	3	Room Sealed	

6.2 Additional equipment information.

This section is to contain any additional equipment information that may be required or may be of benefit to this GSMP or emergency procedures.

Safety shut off valves are required to be frequently checked every year in accordance with CRFCA hard FM task list: 160418-GL-EST-Task2Ser9-GasApplianceandPipework

A list of the checks is captured below.



160418-GL-EST-Task 2Ser09-GasAppliance

Kitchen Canopy Gas Interlock installed in Main Building Kitchen, with SSOV and emergency stop button by exit door. Confirmed as working on annual gas maintenance checks by inspection by supply chain Allsop and Pitts on 10/08/2023.

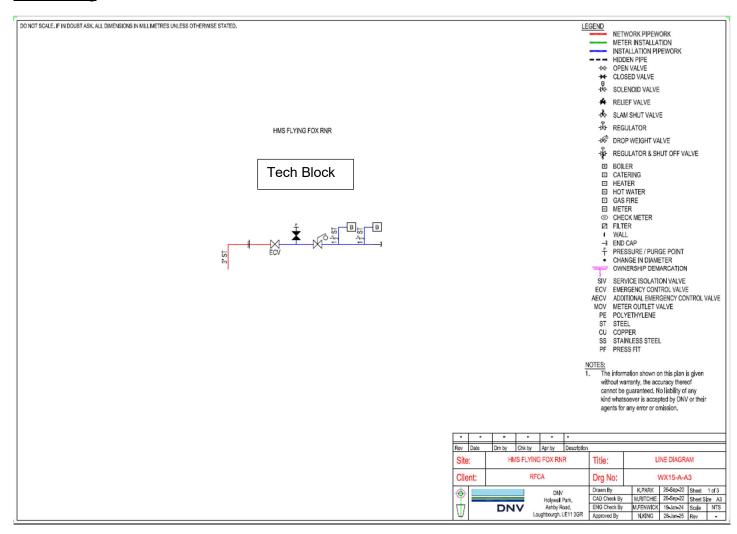


FLYING FOX JB44963 56635 PMV.pdf Unique Document Reference: WX15-A-20220628 Issued by DIO TS PGE Establishment: HMS Flying Fox RNR ARC ACF SCC

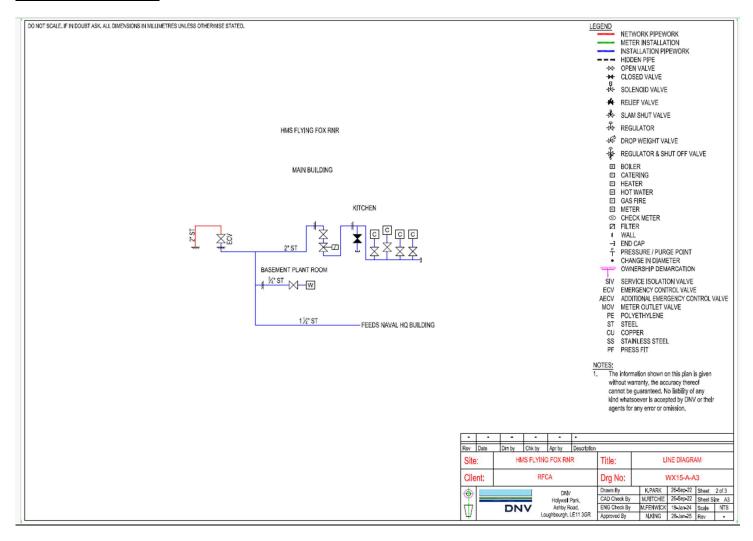
7 ANNEXES

Gas Line Drawings

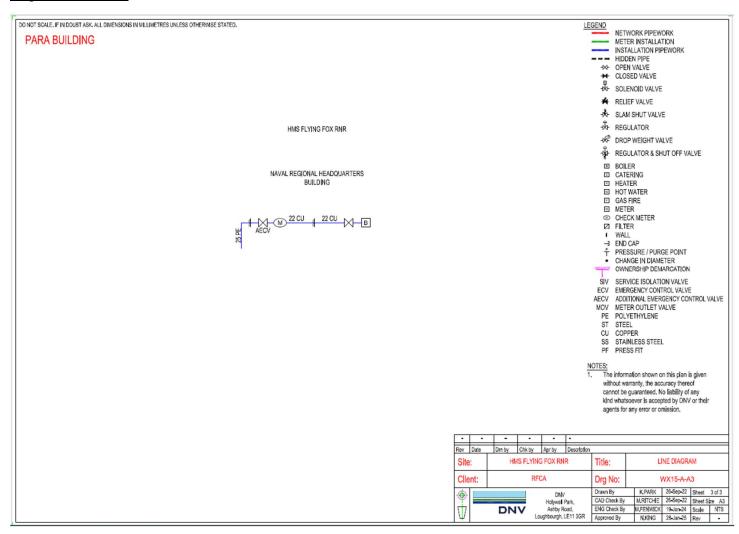
Main Building



Tech Block Plant Room



Regional Naval HQ



Site Gas network Layout Drawing

