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Gas Safety Management Plan (Section A)

Wells JCC ACF ATC 18/02/2025

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

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ESTABLISHMENT KEY PERSONALITIES (GAS) CONTACTS

ESTABLISHMENT RET PERSONALITIES (GAS) CONTACTS						
Role	Name	Tel No.	Email			
Head of	Neville Holmes	01823 217930	wx-ce@rfca.mod.uk			
Establishment	MBE	07850 655017				
Establishment's SHEF	Mark Danobrega	07775 697326	wx-som-ncoy@rfca.org.uk			
Establishments 4C's Coordinator	Mark Danobrega	07946 697326	wx-som-ncoy@rfca.org.uk			
Senior DIO Estate	Mark Cubitt	01823 217949	wx-est-hd@rfca.mod.uk			
Representative or		07955 280440				
Equivalent						
Site DIO Estate	Rory Simpson	07957 436139	wx-est-mgr1@rfca.mod.uk			
Representative or Equivalent						
MMO Site Manager or equivalent	Paul Wakeford	07356 101565	paul.wakeford@vivodefence.com			
Gas Safety Manager (GSM)	Justin Westcott	07793 222820	justin.westcott@vivodefence.com			
Gas Responsible Person (GRP)	lan Bradley	07793 222771	ian,bradley1@vivodefence.com			

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

Signature: JP Westcott	Date: 18/02/2025
- 9	

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.

Approved – J Obbard PGE – 27th Oct 2022

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: 12/05/2025

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

Signature: M Holmes Date:12/05/2025

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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 No.	Amendment
08/03/2022	All	Initial development
28/07/2022	N/A	No amendment required
28/10/2022	N/A	No amendment required
27/01/2023	N/A	No amendment required
10/05/2023	ii	Updated SHEF and 4C's Coordinator details.
10/08/2023	N/A	No amendment required
10/11/2023	N/A	No amendment required
19/02/2024	N/A	No amendment or update required
15/05/2024	3	Updated MAM from GTC Infrastructure Ltd to Energy Assets Ltd
18/10/2024		GSM re-authorisation (previously authorised 28/04/2022)
21/10/2024	ii & 2	Updated Key Personality details
13/01/2025	N/A	No amendment or update required
18/02/2025	Various	Updated due to VIVO taking over the Gas Management Contract.

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Date	Reviewed by	Authorised by	Comments
28/04/2022	D. Cooper	N King	Initial review
28/07/2022	D. Cooper		Q1 review
28/10/2022	D. Cooper		Q2 review
27/01/2023	D. Cooper		Q3 review
10/05/2023	D. Cooper		Annual review
10/08/2023	D. Cooper		Q1 review
10/11/2023	D. Cooper		Q2 review
19/02/2024	D. Cooper		Q3 review
15/05/2024	D. Cooper		Site visit
18/10/2024	Neville King	Neville King	GSM re-authorisation
21/10/2024	D. Cooper		Q1 review
13/01/2025	D. Cooper		DNV demobilisation review
18/02/2025	Ian Bradley		Initial review after site visit
18/02/2025	J Westcott	J Westcott	Initial review / approval

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FORWARD

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 document contains 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 contain 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 document contains 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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1 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.

Name: Permanent Under Secretary

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 ■: 07748 903260

⊠: Jeremy.obbard100@mod.gov.uk

1.3. Establishment Personalities.			
Name of Establishment:	Wells JCC AC	FATC	
Establishment Address:	Webbs Close, West Street, Wells, Somerset, BA5 2GG		
Head of Establishment		Neville Holmes MBE	
(HoE)	1	Chief Executive Officer	
(This is the most senior	Organisation:	MoD Mount House	
MOD person identified, by	Address:	Mount Street	
the chain of command, as	7 (3.3.)	Taunton	
responsible for the		Somerset	
establishment. The HoE		TA1 3QE	
holds accountability for		T 04000 047000 M 07050 055047	
ensuring site compliance	2 :	Tel: 01823 217930 Mob: 07850 655017 I	
with the requirements of GSMR and the MOD GSC, including this GSMP.)	⊠:	wx-ce@rfca.mod.uk	

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Senior DIO representative	Name:	Mark Cubitt
or equivalent	Position:	Head of Estates
	Organisation:	Wessex Reserve Forces' and 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
	☎:	01823 217949 Mob: 07955 280440
	⊠:	wx-est-hd@rfca.mod.uk

1.4. Maintenance Manage	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 escapes on RFCA infrastructure	Organisation:	VIVO Helpdesk 25 Goodlass Road Hunts Cross Liverpool L24 9HJ 0800 030 9320 helpdesk@vivodefence.com			
Gas Safety Manager (GSM)	Name: Organisation: Address:	Justin Westcott VIVO Building 002, CTCRM Lympstone Nr Exmouth Devon, EX8 5AR 07793 222820 justin.westcott@vivodefence.com			
Gas Responsible Person (GRP)	Name: Organisation: Address:	lan Bradley VIVO Trenchard Lines, Upavon, Pewsey, Wiltshire. SN9 6BE 07793 222771 lan.bradley1@vivodefence.com			

1.5. Additional Gas Contacts.				
External Gas Distribution	☎:	Wales & West Utilities Ltd		
Network (EGDN)		Wales & West House		
		Spooner Close		
		Celtic Springs		
		Coedkernew		
		Newport, NP10 8FZ		
		0800 912 2999		

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		Steve.harding@wwutilities.co.uk
Gas Supplier	Organisation: Address:	Totalenergies 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:	Energy Assets Ltd 6 Almondvale Business Park, Almondvale Way, Livingston EH54 6GA 0150 6405405 info@energyassetsnetworks.co.uk
National Gas Emergency Centre (24 Hours)	2 :	0800 111 999

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.

Wells JCC ACF ATC has a single building supplied with gas. The gas for this is supplied direct from the EGDN network and has a MAM owned and operated gas meter and regulator.

This site is used by Somerset ACF (Wells Detachment) on Wednesday evenings and Wells ATC 1955 Squadron use the site on Monday and Thursday evenings for parade nights.

The building contains classrooms, offices, parade hall, toilet and kitchen area.

2.2 Natural Gas.

A brief description of the natural gas installations, including how many MOD networks are present, the number of buildings each MOD network supplies and how many buildings are supplied direct from the EGDN. This should also include any demarcations in place between stakeholders and responsibilities.

The gas supply to Wells JCC ACF ATC is fed direct from the EGDN network on to this site and there is a 50mm PE riser entering the external meter housing to feed owned and operated meter and regulator which supplies the installation pipework at low pressure (21mbar) for one building only.

Primary Meter: BK-G25 (40m3/hr)

Location: Right hand side of entrance to building

Serial No: 018123594 **MPRN:** 7634266503 **Pressure Tier:** LP

The gas pipe in the meter kiosk decreases from 2" steel to 28mm copper before transitioning to 1" steel at low level external to the meter housing and this pipe continues to the entry point of the building. The pipe then goes underground across the building to the boiler cupboard where it exits the ground and changes to 22mm copper.

2.3 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.

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2.4 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 5m of 1" (25mm) steel pipe at low level on the front of the building. This requires cleaning and repainting, painted yellow ochre and clipped to required standard. Repainting added to defect tracker awaiting funding for work.

2.5 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	Parade hall	EGDN	Heating and hot water
2				
3				
4				
5				

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.

No SFA property.						

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3 METER DETAILS

3.1 Primary Meter 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.

			117						
Number of primary	y meter instal	lations: 1							
Meter Name / ID	MPRN	Supplying (MOD	location	Incoming pressure tier	Outlet pipeline				Max Flow
Weter Name / 15	WII TAX	network ID or Bldg number)	iodation	– HP, IP, MP, LP	P tier – HP, IP, MP, LP	Pressure (mbar)	Material	Diameter (mm)	(M³ hr)
G25 – 18123594	7634266503	Main building	External GRP meter housing	LP	LP	21.22	Copper and Steel	25	40

3.2 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: No utilisation meter on this site.

		Inlet pipeline					Outlet pipework				
Meter Name / ID	Being supplied from (MOD network ID)	P tier – HP, IP, MP, LP	Pressure (mbar)	Material	Diameter (mm)	P tier – HP, IP, MP, LP	Pressure (mbar)	Material	Diameter (mm)	Max Flow (M³ hr)	

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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.							
commercial settings (no	on-domestic use).	mmercial installations or for installation in This may mean more installations than listed in on the installations intended use.					
Drawing Number Building Comments							
SW-WELLS RFCA- GAS-SCH-001	LS RFCA- Main building						
4.2 Additional drawi	ngs.						
This section is to contai	n any additional d	rawings that may be required or may be of					
benefit to this GSMP or emergency procedures.							
Drawing Number							

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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 External Installation Pipework on site:

- Call VIVO Helpdesk Team on <u>0800 030 0930</u> open 24 hours per day.
- Helpdesk will in turn will call National Grid <u>0800 111 999</u> to attend and make safe a
 gas incident.
- VIVO Helpdesk Team will send a text message to alert the Responsible Person Gas who should attend/discuss the incident with the Site Team/POC.
- Once the 1st Responders have attended and made safe, the Site Team should contact the VIVO Helpdesk and raise a job to repair the reported leak and get the gas reinstated.
- · Out of hours is as above.

Procedure for an incident involving the Internal Installation Pipework on site:

- Call VIVO Helpdesk Team on <u>0800 030 9320</u> open 24 hours per day.
- Helpdesk will in turn will call National Grid <u>0800 111 999</u> to attend and make safe a
 gas incident.
- VIVO Helpdesk Team will send a text message to alert the Responsible Person Gas who should attend/discuss the incident with the Site Team/POC.
- Once the 1st Responders have attended and made safe, the Site Team should contact the VIVO Helpdesk and raise a job to repair the reported leak and get the gas reinstated.
- Out of hours is as above.

Procedure for Equipment Faults:

- Call VIVO Helpdesk Team on <u>0800 030 9320</u> open 24 hours per day.
- VIVO Helpdesk Team will raise a job for a contractor to attend, repair and reinstate the equipment.
- Out of hours is as above.

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6 GAS EQUIPMENT

6.1 Equipment List.									
This section is to include details of all the gas equipment being used at the establishment.									
Building number	Equipment	Equipment type	Serial Number	Appliance kW	Flue classification	Comments			
	location	(make, model)		rating					
Main building	Boiler Cupboard	Worcester	3730-111-01337-	30	Fan flued				
		Greenstar 30 CDI	7712331893						
		boiler.							

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.

Single domestic sized boiler in internal cupboard.

Boiler flue inspection hatch within false ceiling in male toilets.

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7 ANNEXES

