



# Defence Infrastructure Organisation

## **Gas Safety Management Plan (Section A)**

**Bishops Hull ARC ACF**

**16/04/2025**

**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)**

Unique Document Reference:  
WX05-A-20211103  
Issued by DIO TS PGE

Establishment: Bishops Hull ARC ACF

## ESTABLISHMENT KEY PERSONALITIES (GAS) CONTACTS

Role	Name	Tel No.	Email
Head of Establishment	Lt Col Alice Archer	0300 151 8792	<a href="mailto:alice.archer188@mod.gov.uk">alice.archer188@mod.gov.uk</a>
Establishment's SHEF	Major Ewan Campbell (QM)	03001539645	<a href="mailto:Ewan.campbell618@mod.gov.uk">Ewan.campbell618@mod.gov.uk</a>
Establishments 4C's Coordinator	SSgt Sean Lyneham	01823 354570	<a href="mailto:Sean.Lynham736@mod.gov.uk">Sean.Lynham736@mod.gov.uk</a>
Senior DIO Estate Representative or Equivalent	Mark Cubitt	07955 280440	<a href="mailto:wx-est-hd@rfca.mod.uk">wx-est-hd@rfca.mod.uk</a>
Site DIO Estate Representative or Equivalent	Rory Simpson	07957 436139	<a href="mailto:wx-est-mgr1@rfca.mod.uk">wx-est-mgr1@rfca.mod.uk</a>
MMO Site Manager or equivalent	Capt Mark Strutt	01823 354702	<a href="mailto:mark.strutt265@mod.gov.uk">mark.strutt265@mod.gov.uk</a>
Gas Safety Manager (GSM)	Justin Westcott	07793222820	<a href="mailto:Justin.Westcott@vivodefence.com">Justin.Westcott@vivodefence.com</a>
Gas Responsible Person (GRP)	Riona Moroney	07854053184	<a href="mailto:Riona.moroney@vivodefence.com">Riona.moroney@vivodefence.com</a>

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

Signature: *JP Westcott*

Date: 16/04/2025

### 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 – 3<sup>rd</sup> November 2021**

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: 06/05/2025

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

Signature:

A K Archer

Date: 14/05/2025

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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
27/10/2021	All	Initial Development
14/01/2022	ii & 2	Changed GRP to Mitchell Fenwick
14/01/2022	1	Updated HoE Office Address
14/01/2022	4,5,6	Updated section 2
14/01/2022	3	Updated Corona Energy Office Address
14/01/2022	7	Updated section 3.1 – meter details
14/01/2022	10	Updated section 6 – more appliance information
18/01/2022	9,12,13	Added Gas Line Drawings
08/02/2022	2,3,10	RFCA gas emergency helpdesk telephone number added
04/05/2022	1	Updated J Obbard Contact Number
04/05/2022	2	Updated Section 1.4
04/05/2022	3	Inserted New Gas Supplier Details & Changed MAM Details
04/05/2022	3	Updated Section 1.5 and gas emergency centre number
04/05/2022	8	Updated Gas Emergency Number in Section 5.1
02/08/2022	9	Added Icon for Gas Line Drawings
15/11/2022	9 & Annex	Added Gas Line Drawing, Details & Icon
10/02/2023	11	Added New Gas Appliances in Main Plant Room
10/05/2023	N/A	No Amendments Required
16/08/2023	N/A	No Amendments Required
15/11/2023	4, 5, 6, 8, 10, 11	Removed Garage Supply References and Updated after Defect Upgrades.
28/02/2024	ii & 2	Updated HoE & Details.
28/02/2024	8 & Annexe A	Added Updated Network Drawing & SSOV Comments
16/05/2024	N/A	No Amendments Required
19/08/2024	ii, 1	Updated HoEstates and Site Rep details
17/10/2024		GSM re-authorisation (previously authorised 15/11/2022)
13/11/2024	N/A	No Amendments Required
19/02/2025	ii	Update GSM & GRP Contact details
19/02/2025	All	Update literature to reflect Vivo as MMO.
16/04/2025	Sec 2	Update document – Remove references to existence of MoD Network

Date	Reviewed by	Authorised by	Comments
29/10/2021	D Cooper	N King	Initial Review
08/02/2022	M Fenwick	M Fenwick	Quarterly Review
04/05/2022	M Fenwick	M Fenwick	Quarterly Review
02/08/2022	M Fenwick	M Fenwick	Quarterly Review
15/11/2022	M Fenwick	N King	Annual Review
10/02/2023	M Fenwick	M Fenwick	Quarterly Review
10/05/2023	M Fenwick	M Fenwick	Quarterly Review
16/08/2023	M Fenwick	M Fenwick	Quarterly Review

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15/11/2023	M Fenwick		Annual Review
28/02/2024	M Fenwick	M Fenwick	Quarterly Review
16/05/2024	M Fenwick	M Fenwick	Quarterly Review
19/08/2024	M Fenwick	M Fenwick	Quarterly Review
17/10/2024	Neville King	Neville King	GSM re-authorisation
13/11/2024	M Fenwick		Annual Review
17/01/2025	M Fenwick	M Fenwick	DNV De-Mobilisation Review/Handover
10/02/2025	R Moroney	R Moroney	Quarterly Review
16/04/2025	J Westcott	J Westcott	Initial Review and 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:	Bishops Hull ARC ACF	
Establishment Address:	Bishops Hull ARC ACF Mountway Road, Bishops Hull, Taunton, Somerset, TA1 5LJ	
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:  ☎: ✉:	Lt Col Alice Archer HoE MOD 6 Regiment Army Air Corps Regimental Headquarters Army Aviation Centre Middle Wallop Stockbridge Hampshire SO20 8DY  0300 151 8792 <a href="mailto:alice.archer188@mod.gov.uk">alice.archer188@mod.gov.uk</a>
Senior DIO representative or equivalent  (This may be the SEFM, but will vary depending on the contract this establishment falls under)	Name: Position: Organisation:  Address:  ☎:	Mark Cubitt Head of Estates Wessex Reserve Forces' & Cadets' Association Mount House Mount Street Taunton Somerset TA1 3QE 07955 280440  <a href="mailto:wx-est-hd@rfca.mod.uk">wx-est-hd@rfca.mod.uk</a>

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#### 1.4. Maintenance Management Organisation (MMO).

The MMO for this establishment is:		Vivo Defence
Gas Emergency Helpdesk (Typically, MMO Helpdesk) (24 Hours)	Organisation:	VIVO Helpdesk Helpdesk 25 Goodlass Road Hunts Cross Liverpool L24 9HJ
<b>Note:</b> Please do not contact the general public National Gas Emergency Service for suspected gas escapes on RFCA infrastructure.	☎:	0800 030 9320
Gas Safety Manager (GSM)	Name: Organisation: Address:	Justin Westcott VIVO Defence Services Building 003 CTCRM Lympstone NR Exmouth Devon EX8 5AR
	☎:	07793 222820
	✉:	Justin.Westcott@vivodefence.com
Gas Responsible Person (GRP)	Name: Organisation: Address:	Riona Moroney VIVO Defence Services Building 003 CTCRM Lympstone NR Exmouth Devon EX8 5AR
	☎:	07845053184
	✉:	Riona.Moroney@vivodefence.com

#### 1.5. Additional Gas Contacts.

Gas Supplier	Organisation: Address:	Totalenergies Gas & Power 55-57 High Street Redhill Surrey RH1 1RX
	☎:	01737 275 746
	✉:	<a href="mailto:gp.redhill.ccs@totalenergies.com">gp.redhill.ccs@totalenergies.com</a>
LPG Supplier	Organisation: Address:	N/A
	☎:	
	✉:	
Meter Asset Manager (MAM)	Organisation: Address:	Energy Assets Ltd 6 Almondvale Business Park Almondvale Way Livingston EH54 6GA
	☎:	0800 001 4310
	✉:	<a href="mailto:box.ngm.meteringdataenquiries@nationalgrid.com">box.ngm.meteringdataenquiries@nationalgrid.com</a>
National Gas Emergency Centre (24 Hours)	☎:	0800 030 9320



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## 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.

The Reserve centre is occupied by 675 Squadron, 6 Regiment Army Air Corps and the Bishops Hull Platoon of the Army Cadets. During office hours the buildings are used for administration work and space is utilised by outside agencies for training purposes.

The main building is used for office space, meeting/conference rooms, stores, catering, bar/lounge and a drill hall.

Bishops Hull ARC ACF is a single site establishment with two buildings on site with one building (Main Building) supplied with gas.

The gas supply to the 2<sup>nd</sup> building (Garages) was disconnected and abandoned in September 2023.

The meter house located at the West End of the Main Building is supplied with gas direct from the EGDN network. There are two PE service risers entering the meter cupboard.

A 63mm PE riser feeds the U25 meter and a 25mm PE riser feeds the U6 meter.

The U25 meter supplies the main building.

The U6 meter is a single supply primary meter feeding the caretakers flat boiler.

### 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.

#### Main Building – Meter 1

The main building Bulk Fiscal Meter is fed by a low-pressure natural gas supply from the EGDN network which feeds a MAM owned and operated regulator and U25 gas meter which in turn supplies low-pressure (21.1 mbar) natural gas to feed the main building plantroom and kitchen. The demarcation point between EGDN and MAM responsibility is the ECV. The demarcation point between MAM and MoD responsibility is the meter outlet valve.

Bulk Fiscal Meter – G16 (25m<sup>3</sup>/hr),  
S/N – K03143 14 D6  
MPRN – 3804303

The brick-built gas meter cupboard is adjoined to the south-east end of the main building. The meter inlet supplied by the EGDN is 63mm PE and the meter outlet pipework is 2" steel, reducing to 1½" for the above ground section of installation pipework feeding the kitchen and 1¼" into the plant room fed directly from the back of the meter house.

#### Main Building

##### Kitchen

The Kitchen within the main building is fed via the above ground section of installation pipework. This enters the building via an external AECV. The gas pipe drops into the kitchen in 1¼" steel running 14 metres into the building and travels through an AECV and interlocking SSOV before feeding two appliances.

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#### Plant Room

The gas pipework enters the plant room in 1½" steel and continues through an ECV and solenoid and feeding the single boiler within.

#### Caretaker's Flat – Meter 2

The Caretakers flat is fed by a single low pressure natural gas supply from the EGDN network. This feeds an individual regulated MAM owned meter and regulator which supplies gas to the Caretakers boiler at 22.2mbar for heating.

Meter –G4 (6m³/hr),  
S/N – K0016696 14 01,  
MPRN – 3804101

The gas meter is located in the same gas meter housing as the Bulk Fiscal primary meter. The meter inlet supplied by the EGDN is 25mm PE and the meter outlet pipework is 22mm copper which leaves the meter cupboard at low level and travels within the plantroom to feed a Vaillant boiler for the caretaker's heating.

The demarcation point between EGDN and MAM responsibility is the ECV. The demarcation point between MAM and MoD responsibility is the meter outlet.

### **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.

The external installation pipework exits the brick built kiosk and rises along the outside of the building approximately 3 meters before then running horizontally for 6 meters to the end of the building before rising again by approximately another 3 meters to enter the kitchen on the rear corner of the building.

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## 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 Plant Room	office space, meeting/conference rooms, stores and drill hall.	EGDN U25 Supply	Heating, hot water
2	Main Building Kitchens	Kitchen	EGDN U25 Supply	Catering
3	Caretakers flat	Accommodation	EGDN	Heating

## 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

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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.*

<b>Number of primary meter installations:</b>		2							
Meter Name / ID	MPRN	Supplying (MOD network ID or Bldg number)	location	Incoming pressure tier – HP, IP, MP, LP	Outlet pipeline				Max Flow (M <sup>3</sup> hr)
					P tier – HP, IP, MP, LP	Pressure (mbar)	Material	Diameter (mm)	
Bulk Fiscal Primary Meter 01	3804303	Network 001	Meter Cupboard	LP	LP	21.1	Steel	50	25
Single Supply Primary Meter 01	3804101	Caretaker's flat	Meter Cupboard	LP	LP	22.2	copper	22	6

**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)

<b>Number of utilisation meter installations:</b>		N/A – No utilisation meter on Site								
Meter Name / ID	Being supplied from (MOD network ID)	Inlet pipeline				Outlet pipework				Max Flow (M <sup>3</sup> hr)
		P tier – HP, IP, MP, LP	Pressure (mbar)	Material	Diameter (mm)	P tier – HP, IP, MP, LP	Pressure (mbar)	Material	Diameter (mm)	

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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.

*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
WX-05-A3	Main Building	Caretakers Flat Gas Line Diagram
WX-05-A3	Main Building	Plant Room Gas Line Diagram
WX-05-A3	Main Building	Kitchen Gas Line Diagram
		 WX05-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
WX-05-B1	Site Gas Schematic Layout	Gas Layout Drawing (Re classified installation pipework)
		 WX05-B-A1.pdf

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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 gas installations on site:

- Call VIVO Helpdesk on 0800 030 9320, open 24 hours per day.
- The EGDN shall attend and make safe a gas incident.
- Vivo Gas Responsible Person shall be informed immediately by the site personnel.



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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 location	Equipment type (make, model)	Serial Number	Appliance kW rating	Flue classification	Comments
Fed from MoD Network 01						
Main building	Plant Room	Bosch Condens 7000 WP	3290-240-000017-7736702196	85	Room Sealed	
Main building	Plant Room	Bosch Condens 7000 WP	3290-240-000002-7736702196	85	Room Sealed	
Main building	Kitchen	Blue Seal G506DF 6 burner Range with Oven	1818704	47	Flueless – Extract Canopy	
Main building	Kitchen	Falcon G1512 Steakhouse grill	F121218	8.83	Flueless – Extract Canopy	
Fed from Single Supply 01						
Main Building	Main Plant room	Vaillant VU 256/6-3 Ecofit Pure 625	21223200100203981300505481N4	26.5	Room Sealed	Supplies Caretakers Flat

**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 SFG20 tasks:

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.

In-line solenoid observed in plant room, believed to be fire alarm linked, unable to validate and test.

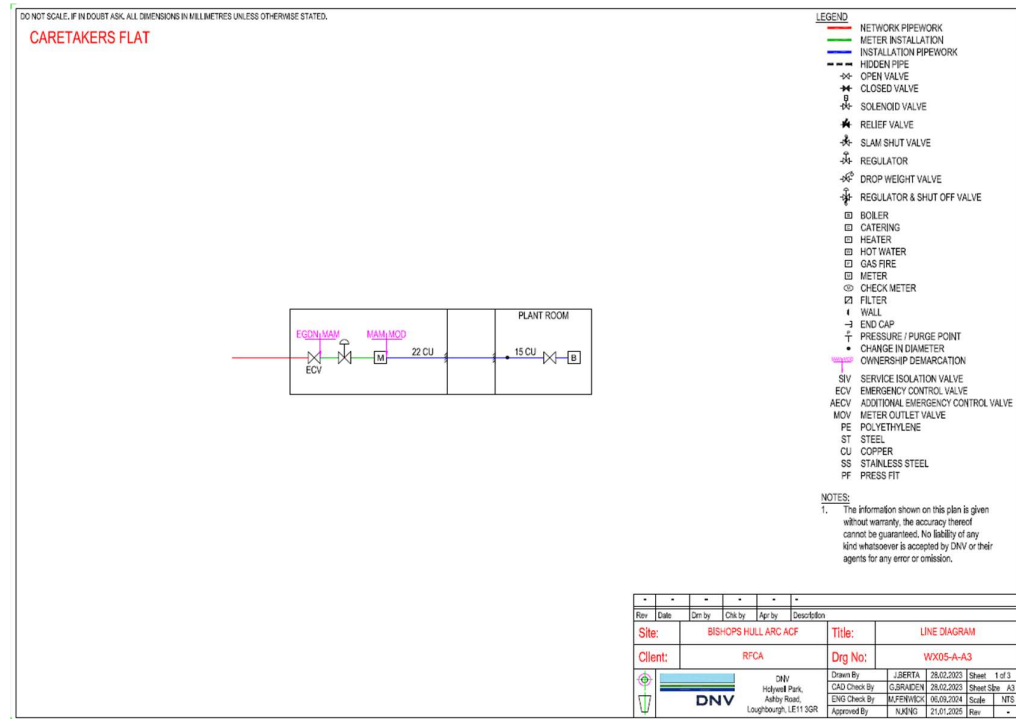
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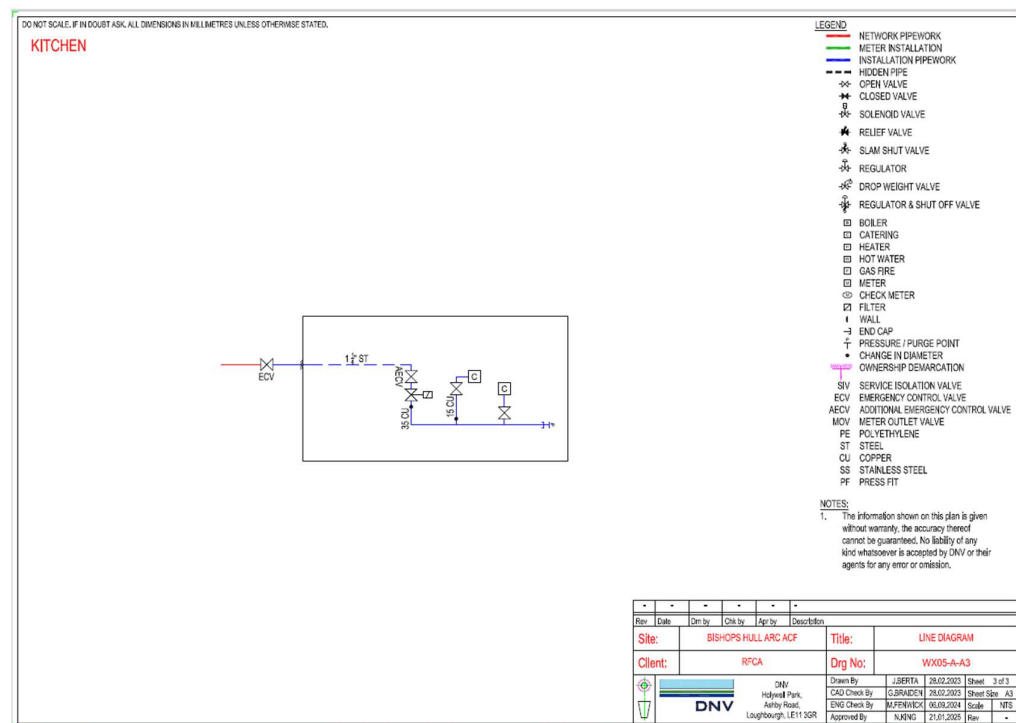
## 7 ANNEXES

### Gas Line Drawings

#### Caretakers Flat fed from Single Supply Primary Meter



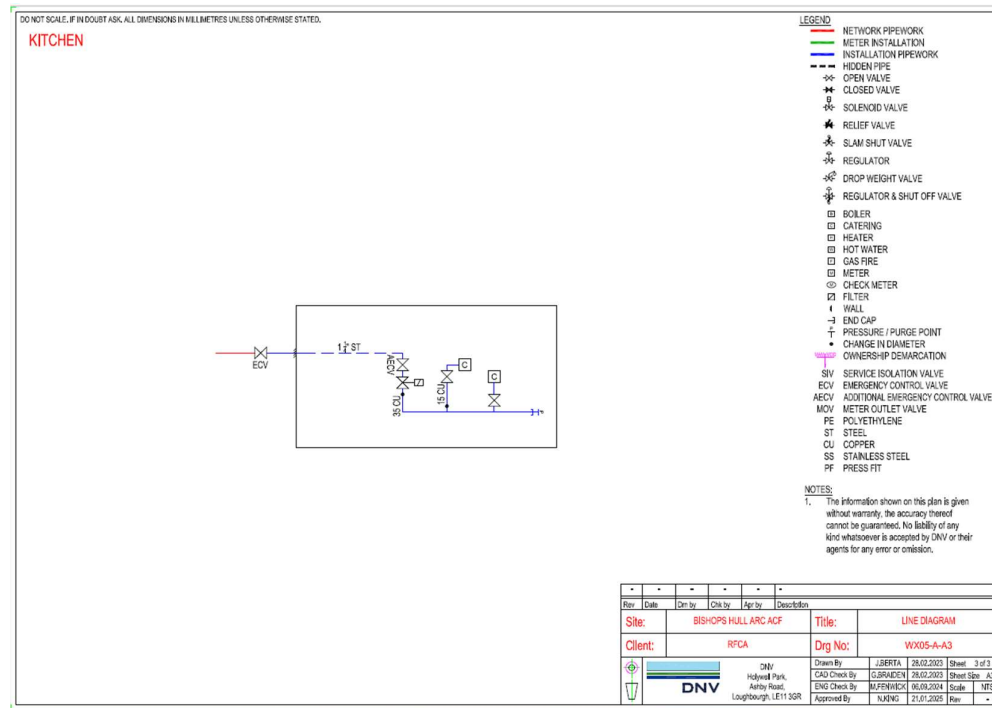
#### Main Building Plant Room Fed from MoD Network From U25 Meter



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## Main Building Kitchen Fed from MoD Network U25 Meter



## Site Gas Installation Pipework Layout Drawing

