



**Defence
Infrastructure
Organisation**

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

Bristol Speedwell JCC ACF ATC

16/04/2025

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

Unique Document Reference:
WX17-A-20230226
Issued by DIO TS PGE

Establishment: Bristol Speedwell JCC ACF ATC

ESTABLISHMENT KEY PERSONALITIES (GAS) CONTACTS

Role	Name	Tel No.	Email
Head of Establishment	Neville Holmes MBE	01823 217930 07850 655017	wx-ce@rfca.mod.uk
Establishment's SHEF	Andrew Carr	07850 024690	wx-bri-cqm@rfca.org.uk
Establishments 4C's Coordinator	Paul Clark	07850 024689	wx-bri-3coy@rfca.org.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 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 – 26th Feb 2023

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: 27/06/2025

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

Signature

N Holmes

Date: 27/06/2025

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
29/09/2022	All	Initial Development
27/03/2023	7 & Annexe	Inserted Gas Line Drawing Details, Icon and Drawing
07/06/2023	N/A	No Amendments Required
17/09/2023	N/A	No Amendments Required
19/12/2023	N/A	No Amendments Required
28/03/2024	ii & 1, 4, 9	Updated Key Personalities, Added Detail in Description and Added SSOV Comment
29/06/2024	5	Added External Pipework Details
27/09/2024	ii & 1	Added New Head of Estates Details
18/10/2024		GSM re-authorisation (previously authorised 17/09/2023)
31/12/2024	N/A	No Amendments Required
18/02/2025	Various	Document updated to reflect VIVO as MMO and also responsible for Gas Safety management and Roles within.

Date	Reviewed by	Authorised by	Comments
29/09/2022	M Fenwick	N King	Initial Review
21/12/2023	M Fenwick	M Fenwick	Quarterly Review
27/03/2023	M Fenwick	M Fenwick	Quarterly Review
07/06/2023	M Fenwick	M Fenwick	Quarterly Review
17/09/2023	M Fenwick	N King	Annual Review
19/12/2023	M Fenwick	M Fenwick	Quarterly Review
28/03/2024	M Fenwick	M Fenwick	Quarterly Review
29/06/2024	M Fenwick	M Fenwick	Quarterly Review
27/09/2024	M Fenwick		Annual Review
18/10/2024	Neville King	Neville King	GSM re-authorisation
31/12/2024	M Fenwick	M Fenwick	Quarterly Review
17/01/2025	M Fenwick	M Fenwick	DNV De-Mobilisation Review/ Handover
18/02/2025	J Cuthbert	J Westcott	Initial review and review
16/04/2025	J Westcott	J Westcott	Initial review and approval

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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1.1. 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

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

Name of Establishment:	Bristol Speedwell JCC ACF ATC
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Establishment Address:	Bristol Speedwell JCC ACF ATC Whitefield Rd Bristol BS5 7TJ
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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:	Neville Holmes MBE
Position:	Chief Executive
Organisation:	Wessex Reserve Forces' and Cadets' Association
Address:	Mount House Mount Street Taunton Somerset TA1 3QE
☎:	01823 217930 or 07850 655017
✉:	wx-ce@rfca.mod.uk

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

The MMO for this establishment 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 escapes on RFCA infrastructure.	Organisation: ☎: 0800 030 9320	VIVO Helpdesk Helpdesk 25 Goodlass Road Hunts Cross Liverpool L24 9HJ
Gas Safety Manager (GSM)	Name: Justin Westcott Organisation: Vivo Defence Address: Bldg. 003, CTCRM Lympstone Nr Exmouth Devon EX8 5AR ☎: 07725 038039 ✉: Justin.westcott@vivodefence.com	
Gas Responsible Person (GRP)	Name: Jason Cuthbert Organisation: Vivo Defence Address: Imjin Barracks Innsworth Gloucester Gloucestershire GL31HW ☎: 07592 112763 ✉: Jason.cuthbert@vivodefence.com	

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1.5. Additional Gas Contacts.		
External Gas Distribution Network (EGDN)	Organisation: Address:  :  :	Wales & West Utilities Wales & West House, Spooner Close, Celtic Close Coedkernew Newport NP10 8FZ 0800 912 2999 Steve.Harding@WWUtilities.co.uk
Gas Supplier	Organisation: Address:  :  :	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:  :  :	Energy Assets Ltd 6 Almond vale Business Park Almond vale Way Livingston EH54 6GA 0800 001 4310 box.ngm.meteringdataenquiries@nationalgrid.com
National Gas Emergency Centre (24 Hours)		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.

Bristol Speedwell JCC ACF ATC is a single site establishment with one building on site which is supplied by gas. This building (The Main Building) is supplied with gas from the Low Pressure (LP) EGDN network with one single supply meter.

The main Building is used for Office Space, Kitchen, Drill Hall, stores, classrooms and an indoor firing range.

The site is currently the headquarters of the Whitefield Rd Band detachment of the Bristol ACF and 1860 (East Bristol) Squadron of the ATC.

Day to Day there is one person on site and there can be 20 - 50 people on site when there are events or parades.

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.

There is a single supply Primary Fiscal gas meter on site supplied at Low pressure by the EGDN network (Wales & West Utilities). This meter supplies gas to the servery within the main building at 21.3 mbar (LP, low pressure).

The single supply meter is housed in a brick-built meter house adjoined to the South-west corner of the main building.

Single Supply Meter 001 – Itron MDA 16
S/N – M016 A08395 14 A6 2014
16 m/3hr
MPRN - 8923275410

The EGDN network enters the Single Supply Meter house via a 25mm PE riser and transitions to 40mm Steel on the ECV inlet. The gas continues through the single stream MAM owned and operated regulator and meter. The MoD responsibility begins after the meter outlet valve up to and including appliances and flues.

The gas pipework continues in 40mm steel after the meter outlet, exits the meter house and drops directly into the ground. There are existing records showing the buried section of pipework to be 63mm PE.

The buried section of pipework runs for nine meters before exiting the ground in 40mm steel and rising into the servery.

Main Building

Servery

The gas pipework enters the servery and continues through an AECV and interlocking solenoid valve before reducing to ¾" steel and then transitioning to 22mm copper just before entry to the appliance isolation valve and boiler.

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

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 a section of below ground installation pipework, dropping below ground in 32mm steel within the meter house, running along the side of the building for approx.. 10 metres, assumed to continue in steel, before entering the building via a 32mm steel riser.

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	Office Space, Kitchen, Drill Hall, stores, classrooms and an indoor firing range.	EGDN Network	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.

Number of primary meter installations:			1 (EGDN Single Supply)						
Meter Name / ID	MPRN	Supplying (MOD network ID or Bldg number)	location	Incoming pressure tier – HP, IP, MP, LP	Outlet pipeline				Max Flow (M ³ hr)
					P tier – HP, IP, MP, LP	Pressure (mbar)	Material	Diameter (mm)	
Bristol Speedwell JCC ACF ATC Single Supply Primary Fiscal Meter 001	8923275410	Main Building	brick-built Meter House adjoined to the Southwest corner of the main Building	LP	LP	21.3	Steel	40	16

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:			0							
Meter Name / ID	Being supplied from (MOD network ID)	Inlet pipeline				Outlet pipework				Max Flow (M³ hr)
		P tier – HP, IP, MP, LP	Pressure (mbar)	Material	Diameter (mm)	P tier – HP, IP, MP, LP	Pressure (mbar)	Material	Diameter (mm)	

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 IGEN/UP/2 Edition 3 (4.2.14), depending on the installations intended use.

Drawing Number	Building	Comments
WX17-A-A3	Main Building	Not to Scale Gas Line Drawing
		 WX17-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

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 the Vivo helpdesk on 0800 030 9320, open 24 hours per day.
- The helpdesk will contact the EGDN who shall attend and make safe a gas incident.
- The helpdesk will contact the VIVO site team and inform the Gas RP via text alert/teams message.

Unique Document Reference:

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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
Main Building	Servery	Potterton Sirius Three WH-60 Heating Boiler	770508601	62.8	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.

In-line solenoid observed in Main Building servery, believed to be fire alarm linked, unable to validate and test.

7 ANNEXES

Gas Line Drawing

