Your Ref. APP/15/00444
Our Ref.: TPES/SO/2808

HAVANT BOROUGH COUNCIL
- 8 JUN 2015
RECEIVED

Southern Gas Networks
A Scotia Gas Networks Company

Mr. D. Gender-Sherry Planning Development
Havant Borough Council
Civic Offices

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Tel: 01202 784932
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04 June 2015

GAS EMERGENCY NUMBER: 0800 111 999

Re: Land adj pedestrian access to B&Q, Purbrook Way/ Havant Way, Havant

Dear Mr. D. Gender-Sherry Planning Development,

Thank you for your enquiry dated 07/05/2015. Our Scotland based Plant Protection department has already supplied you with the relevant plans for the location you have indicated, if you require further copies please let me know. The information shown on these plans is given without obligation, or warranty. The accuracy thereof cannot be anticipated. No liability whatsoever is accepted by Southern Gas Networks (SGN) its agents, or servants for any error or omission. The actual position of pipelines, mains and services must be established on site before any mechanical plant is used. You should note that other Public Gas Transporters (PGT's) may have gas mains in the area.

You will see from the plan, a copy of which is deposited with the Local Authority, that High-pressure pipeline/s (identified on the maps and chart below as HP) are in close proximity to the site. Your proposals could/would require the exact location of this pipeline to be plotted. This location would be either by electronic detection or by hand excavated trial holes supervised by a Southern Gas representative. This pipeline is registered with the Health and Safety Executive as a Major Accident Hazard Pipeline.

Southern Gas Networks High and Intermediate Pressure Pipelines in the Vicinity

Pipeline Number	Pressure Regime	Building Proximity Distance (metres)
P019	HP	7.0

This table does not include Southern Gas Networks' Low and Medium Pressure Gas Pipelines which may be in the vicinity.

Pipelines laid in private land are protected by a 'Deed of Grant', which prohibits certain activities within the easement strip, no addition to or removal of surface levels, no structures over or within the specified distance of the pipeline. Further details are available if you require them.

Any Queries on this Enquiry please contact our local HP Pipelines Technician. Graham Smith (Mob: 07581 625764 / Team Manager Mark Reynolds (Mob: 07970 239996)

The high pressure pipeline is of prime importance to the gas supplies of this area. Should any work be contemplated it is essential that you comply with the restrictions detailed below and in the document T/SP/SSW22 in order to protect our plant and equipment and for the safety of your own operatives.

- No mechanical excavation is allowed within 3 metres either side of pipeline.
- No plant or storage of equipment shall be made within any easement strip.
- If any metallic pipes or cables are being laid in proximity to gas pipelines then interference testing will be required,

the cost of which is to be borne by the promoter of the works. A minimum clearance of 600mm is required.

• All precautions stated in publication T/SP/SSW22 (Safe Working in the Vicinity of High Pressure Gas Pipelines) shall be fully complied with in all respects. I have enclosed a copy of this document. Acceptance of SSW22 shall be acknowledged by the responsible site person signing and returning the form Appendix A (back page) to us at the address above.

• No thrust boring shall take place within three metres of the pipeline.

• Before commencing work on site you must contact us, on the number under our address at the start of this letter, at least three days before work commences. A Southern Gas Networks representative will then contact you to arrange to visit site. Details of working near to high-pressure gas pipelines can then be discussed.

• Pipeline sections that are planned and agreed by SGN to be permanently covered (i.e. by road surface) will require a coating survey. SGN will repair any indicated coating defects free of charge. The survey costs will be borne by the promoter of the works. Prior to any surface cover cathodic protection coupons and reference cells will require installation at no cost to SGN. A protection slab could also be required depending on the planned finished ground levels.

• This pipeline is cathodicaly protected and as such has test cables located in surface boxes, were these to be lost through this work we would look to you for remedial action at no cost to SGN.

• Intrusive construction methods will require an agreed method statement prior to work starting.

Please ensure these conditions, together with any relevant drawings are forwarded for use by the construction personnel of your works.

Please note that further restrictions on activities may need to be imposed as a result of a site inspection.

For any further information please contact me on the above number.

Yours Sincerely,

Tony Godwin
Pipeline Administrator

Enclosed:

SSW/22

Emergency Telephone Number: 0800 111 999 - for pipeline damage or gas escapes

Scotia Gas Networks

SGN/SP/SSW/22

Version No. 2013.08.13

SPECIFICATION FOR

SAFE WORKING IN THE VICINITY OF SGN HIGH PRESSURE GAS PIPELINES AND ASSOCIATED INSTALLATIONS - REQUIREMENTS FOR THIRD PARTIES

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HAVANT BOROUGH COUNCIL
- 8 JUN 2015
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AUGUST 2013

Revision 08/13

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FOREWORD

This Specification was approved by Ross Armstrong on 13/08/2013 for use by managers, engineers and supervisors throughout Scotia Gas Networks (SGN).

SGN documents are revised, when necessary, by the issue of new editions. Users should ensure that they are in possession of the latest edition by referring to the SHE & Engineering Document Library available on SGNnet.

Compliance with this safety and engineering document does not confer immunity from prosecution for breach of statutory or other legal obligations.

BRIEF HISTORY

First published as T/SP/SSW22	October 2001	EPSG/L01/283
Editorial update to reflect merger October 2002	November 2002	
Revised and Reissued	November 2003	ESPG/A03/10125
Revised and Reissued as T/SP/SSW/22	June 2004	ESPG/T04/1209
Editorial update to comply with GRM	August 2004	
Revised as SGN/SP/SSW/22	August 2013	DESC-1190-19092012

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KEY CHANGES

Section	Amendments
All	Revised to reflect the procedures, management structures and nomenclature of SGN
10	Specific activities now includes advice on siting of wind turbines

DISCLAIMER

This safety and engineering document is provided for use by SGN and such of its contractors as are obliged by the terms and conditions of their contracts to comply with this document. Where this document is used by any other party it is the responsibility of that party to ensure that this document is correctly applied.

MANDATORY AND NON-MANDATORY REQUIREMENTS

In this document:

must: indicates a mandatory requirement.

should: indicates best practice and is the preferred option. If an alternative method is used then a suitable and sufficient risk assessment must be completed to show that the alternative method delivers the same, or better, level of protection.

SPECIFICATION FOR

SAFE WORKING IN THE VICINITY OF SGN HIGH PRESSURE GAS PIPELINES AND ASSOCIATED INSTALLATIONS - REQUIREMENTS FOR THIRD PARTIES

INTRODUCTION

This specification is for issue to third parties carrying out work in the vicinity of high pressure gas pipelines (above 7 bar gauge) and associated installations and is provided to ensure that individuals planning and undertaking work take appropriate measures to prevent damage.

Any damage to a high-pressure gas pipeline or its coating can affect its integrity and can result in failure of the pipeline with potential serious hazardous consequences for individuals located in the vicinity of the pipeline if it were to fail. It is therefore essential that the procedures outlined in this document are complied with when working near to a high pressure, above 7 bar gauge, pipeline. If any work is considered by SGN to be in breach of the requirements stipulated in this document then the SGN responsible person will suspend the work until the non-compliances have been rectified.

The Pipelines Safety Regulations state that "No person shall cause such damage to a pipeline as may give rise to a danger to persons" (Regulation 15). Failing to comply with these requirements could therefore also result in prosecution by the Health and Safety Executive (HSE).

The requirements in this document are in line with the requirements of the IGE (Institution of Gas Engineers) recommendations IGE/SR/18 Edition 2 - Safe Working Practices To Ensure The Integrity Of Gas Pipelines And Associated Installations and the HSE's guidance document HS(G)47 Avoiding Danger from Underground Services.

It is the responsibility of the third party to ensure that any work carried out also conforms with the requirements of the Construction and Design Management Regulations and all other relevant health and safety legislation.

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WHEN CARRYING OUT WORK IN THE VICINITY OF A HIGH PRESSURE PIPELINE FOLLOW THE FOLLOWING PROCESS

CONTACT SGN
Contact SGN to obtain formal consent - Section 2 of this document.
Note: at least 7 days notice prior to commencement of the work is normally required

↓

CONSIDER SAFETY
Consider the safety requirements - Section 3 of this document.

↓

INFORM SGN AND REQUEST PIPELINE LOCATION
Inform SGN prior to carrying out work and arrange for SGN to locate the pipeline - Section 4 of this document
Note: at least 7 working days notice is normally required

↓

OBSERVE RESTRICTIONS
Observe SGN restrictions on the allowed proximity of mechanical excavators and other power tools and the measures to protect the pipeline from construction vehicles when carrying out the work – Sections 5, 6 and 7 of this document.
Note: SGN may wish to supervise the work, consult SGN to confirm whether or not this is the case.

↓

SPECIFIC ACTIVITIES
If work involves any of the following activities:

- No-Dig Techniques
- Increase in Cover
- Piling
- Demolition
- Hot Work
- Blasting
- Surface Mineral Extraction
- Deep Mining
- Landfilling
- Pressure Testing
- Seismic Surveys
- Installation of wind turbines

Comply with the requirements in Section 8 of this document

↓

CONSULT SGN
Consult SGN prior to any backfilling over, alongside or under the pipeline and obtain SGN's agreement to proceed. Normally SGN require 48 hours notice prior to backfilling - Section 9 of this document.

IMPORTANT: This flowchart should be used in conjunction with the entire SSW22 document and not in isolation, AND If at any time during the works the pipeline is damaged even slightly then observe the precautions in Section 10 of this document.

IF IN DOUBT CONTACT SGN

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1. SCOPE

This specification sets out the safety precautions and other conditions affecting the design, construction and maintenance of services, structures and other works in the vicinity of SGN pipelines and associated installations operating at pressures greater than 7 bar gauge, located in both negotiated easements (see Appendix B) and public highways.

2. REFERENCES

This Specification makes references to the documents listed in Appendix A. Unless otherwise specified, the latest editions of the documents apply, including all amendments.

3. DEFINITIONS

The requirements and definitions applying to this Specification are listed in Appendix B.

4. FORMAL CONSENT

High pressure pipelines are generally laid across country within an easement agreed with the landowner or within the highway.

As the required arrangements for working within an easement and working within the highway differ, this document has been structured to highlight the specific requirements for these two types of area where work may be carried out.

In Scotland a 'Deed of Servitude', known generally as a 'wayleave' is considered equivalent to 'easement' in this document.

Generally, normal agricultural activities are not considered to affect the integrity of the pipeline, however consult SGN prior to undertaking deep cultivation in excess of 0.5m.

In all other cases no work shall be undertaken in the vicinity of the pipeline without the formal written consent of SGN.

Any documents, handed to contractors on site by SGN, must be signed for by the site manager. SGN will record a list of these documents using the form in Appendix C, and the contractor should maintain a duplicate list.

4.1 Within an Easement

The promoter of any works (see Appendix B) within an easement must provide SGN with details of the proposed works including a method statement of how the work is intended to be carried out.

Work must not go ahead until formal written consent has been given by SGN. This will include details of SGN's protection requirements, contact telephone numbers and the emergency telephone number.

On acceptance of SGN's requirements the promoter of the works must give SGN 7 working days notice, or shorter only if agreed with SGN, before commencing work on site.

4.2 Within the Highway

Work must be notified to SGN in accordance with the requirements of The New Roads and Street Works Act (NRSWA) and HS(G)47.

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The promoter of any works within the highway should provide SGN with details of the proposed works including a method statement of how the work is intended to be carried out. This should be submitted 7 working days before the planned work is to be carried out or shorter, only if agreed with SGN. If similar works are being carried out at a number of locations in close proximity a single method statement should be adequate.

Work should not go ahead until formal written consent has been given by SGN. This will include details of SGN's protection requirements, contact telephone numbers and the emergency telephone number.

5. HS&E CONSIDERATIONS

5.1 Safe Control of Operations

All working practices must be agreed by SGN prior to work commencing. All personnel working on site must be made aware of the potential hazard of the pipeline and the actions they should follow in case of an emergency. The Site Document Control Form (Appendix C) should be used to record the list of relevant documents that have been provided by SGN to the contractor.

5.2 Deep Excavations

Special consideration should be given to the hazards associated with deep excavations. The HSE document HSG 150 'Health & Safety in construction' provides further guidance and is available on the HSE web site www.hse.gov.uk

5.3 Positioning of Plant

Mechanical excavators must not be sited or moved above the pipeline unless written authority has been given by the SGN responsible person.

Mechanical excavators must not dig on one side of the pipeline with the cab of the excavator positioned on the other side.

Mechanical excavators and other traffic must be positioned far enough away from the pipeline trench to prevent trench wall collapse.

5.4 General

Activities associated with working in the vicinity of pipelines operating above 7 bar gauge may have impact on the safety of the general public, SGN staff and contractors, and may affect the local environment. Contractors must carry out suitable and adequate risk assessments prior to the commencement of work to ensure that all such issues are properly considered and risks mitigated.

6. PIPELINE LOCATING

Where formal consent to work has been given, the third party should give 7 working days notice or shorter, only if agreed with SGN, to ensure that the pipeline is suitably located and marked out by SGN prior to the work commencing.

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Prior to work commencing on site the pipeline must be located and pegged or suitably marked out by SGN personnel. In exceptional circumstances with the prior agreement of SGN the locating and marking out of the pipeline could be carried out by competent third parties on behalf of the contractor as long as SGN is assured of their competence and the procedures to be followed.

Safe digging practices, in accordance with HSE publication HS(G)47 should be followed as both direct and consequential damage to gas plant can be dangerous both to employees and to the general public.

Previously agreed working practices should be reviewed and revised based on current site conditions. Any changes must be agreed by the SGN responsible person.

The requirements for trial holes to locate the pipeline or determine levels at crossing points must be determined on site by the SGN responsible person.

The excavation of all trial holes must be supervised by the SGN responsible person.

7. SLABBING AND OTHER PROTECTIVE MEASURES

No protective measures including the installation of concrete slab protection should be installed over or near to the SGN pipeline without the prior permission of SGN. SGN will need to agree the material, the dimensions and method of installation of the proposed protective measure. The method of installation must be confirmed through the submission of a formal written method statement from the contractor to SGN.

Where permanent slab protection is to be applied over the pipeline SGN will normally carry out a survey (Pearson Survey) of the pipeline to check that there is no existing damage to the coating of the pipeline prior to the slab protection being put in place. SGN must therefore be contacted prior to the laying of any slab protection to arrange for them to carry out this survey.

The Safety precautions detailed in Sections 5 and 8 of this document should also be observed during the installation of the pipeline protection.

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8. EXCAVATION

8.1 In Proximity to a Pipeline in an Easement

Third parties may excavate, unsupervised, with a powered mechanical excavator no closer than 3 metres to the SGN located pipeline and with hand held power tools no closer than 1.5 metres. Any fitting, attachment or connecting pipework on the pipeline must be exposed by hand. All other excavation shall be by hand.

Consideration may be given to a relaxation of these limits by agreement with the SGN responsible person on site and only whilst he remains on site. In this case a powered mechanical excavator shall not be allowed to excavate closer than 0.6 metres to the nearest part of the pipeline.

Where sufficient depth of cover exists, following evidence from hand dug trial holes, light tracked vehicles may be permitted to strip topsoil to a depth of 0.30 metres, using a toothless bucket.

No topsoil or other materials should be stored within the easement without the written permission of SGN.

No topsoil or materials should be stored over the pipeline.

No fires should be allowed in the easement strip or close to above ground gas installations.

After the completion of the work the level of cover over the pipeline should be the same as that prior to work commencing unless agreed otherwise with the SGN responsible person.

No new service shall be laid parallel to the pipeline within the easement. In special circumstances, and only with formal written agreement from SGN, this may be relaxed for short excursions where the service shall be laid no closer than 0.6 metres to the side of the pipeline.

Where work is being carried out parallel to the pipeline within or just alongside the easement a post and wire fence must be erected as a protective barrier between the works and the pipeline.

8.2 In Proximity to a Pipeline in the Highway

Removal of the bituminous or concrete highway surface layer by mechanical means is permitted to depth of 0.3 metres, although the use of chain trenchers to do this shall not be permitted within 3 metres of the pipeline. The SGN responsible person may want to monitor this work.

Where the bituminous or concrete highway surface layer extends below 0.3 metres deep it should only be removed by handheld power assisted tools under the supervision of the SGN responsible person. In exceptional circumstances, and following a risk assessment, these conditions may be relaxed by the SGN responsible person.

Third parties may excavate, unsupervised, with a powered mechanical excavator no closer than 3 metres to the located SGN pipeline and with hand held power tools no closer than 1.5 metres. Any fitting or attachment must be exposed by hand.

In special circumstances consideration may be given to a relaxation of these rules by agreement with the SGN responsible person on site and only whilst he remains on site.

The use of 'No dig' techniques is covered in Section 10.1.

Any new service running parallel to the pipeline should be laid no closer than 0.6 metres to the side of the pipeline.

8.3 Crossing Over a Pipeline

Where a new service is to cross over the pipeline a clearance distance of 0.6 metres between the crown of the pipeline and underside of the service must be maintained. If this cannot be achieved the service must cross below the pipeline with a clearance distance of 0.6 metres.

In special circumstances this distance may be reduced at the discretion of the SGN responsible person on site.

8.4 Crossing Below a Pipeline

Where a service is to cross below the pipeline a clearance distance of 0.6 metres between the crown of the service and underside of the pipeline shall be maintained.

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The exposed pipeline should be suitably supported. Where lengths of pipeline greater than 5 metres are to be exposed and unsupported the SGN responsible person shall be consulted and a stress analysis shall be required in order to establish support requirements. The stress analysis should be carried out by individuals with demonstrated expertise in this area, SGN can be consulted for advice on suitable specialists. SGN may request a copy of the stress analysis to confirm its adequacy. Such supports must be removed prior to backfilling.

The exposed pipeline must be protected by matting and suitable timber cladding.

8.5 Cathodic Protection

Cathodic Protection is applied to all of SGN's above 7 bar gauge buried steel pipelines and is a method of protecting pipelines with damaged coatings from corrosion by maintaining an electrical potential difference between the pipeline and anodes placed at strategic points along the pipeline.

Where a new service is to be laid and similarly protected, SGN will undertake interference tests to determine whether the new service is interfering with the cathodic protection of the SGN pipeline.

Should any cathodic protection posts or associated apparatus need moving to facilitate third party works reasonable notice, typically 7 working days, should be given to SGN. SGN will undertake this work and any associated costs will be borne by the third party.

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9. CONSTRUCTION TRAFFIC

Where existing roads cannot be used construction traffic should ONLY cross the pipeline at previously agreed locations. All crossing points will be fenced on both sides with a post and wire fence and with the fence returned along the easement for a distance of 6 metres. The pipeline shall be protected at the crossing points by temporary rafts of either sleeper or reinforced concrete construction, constructed at ground level. The SGN responsible person will review ground conditions, vehicle types and crossing frequencies to determine the type and construction of the raft required.

10. SPECIFIC ACTIVITIES

This section details the precautions that need to be taken when carrying out certain prescribed activities in the vicinity of the pipeline. Consult SGN if you are intending to undertake one of the listed prescribed activities and/or you require further advice on whether the work that you are intending to undertake, has the potential affect the pipeline.

10.1 No-Dig Techniques

Where the contactor intends using no dig techniques then a formal method statement must be produced for all work that would encroach (either above or below ground) within the pipeline easement. This method statement must be formally agreed with SGN prior to the commencement of the work. SGN may wish to be present when the work is being carried out and must therefore be given adequate advance notice before the commencement of the work.

10.2 Increase in Cover

A pipeline integrity assessment must be provided for situations involving a final cover depth exceeding 2.5 metres. This assessment should take due account of both soil 'dead' loading and ground settlement due to earthworks. Embankment design and construction over pipelines must give consideration to prevention of any instability. Expert advice may need to be sought which can be arranged through SGN.

10.3 Piling

No piling will be allowed within 15 metres of a pipeline without an assessment of the vibration levels at the pipeline. The peak particle velocity at the pipeline should be limited to a maximum level of 75 mm/sec. Where the peak particle velocity is predicted to exceed 50 mm/sec, the ground vibration shall be monitored by the contractor and the results available to the SGN Responsible Person at their request. A typical monitoring device would be the Vibrock V801 seismograph and tri-axial geophone sensor.

Where ground conditions are of submerged granular deposits of silt and sand, an assessment of the effect of vibration on settlement and liquefaction at the pipeline shall be made.

Expert advice may need to be sought which can be arranged through SGN.

10.4 Demolition

No demolition should be allowed within 150 metres of a pipeline without an assessment of the vibration levels at the pipeline. The peak particle velocity at the pipeline must be limited to a maximum level of 75 mm/sec. Where the peak particle velocity is predicted to exceed 50 mm/sec, the ground vibration shall be monitored by the contractor and the results available to the SGN Responsible person at their request.

Where ground conditions are submerged granular deposits of silt or sand, an assessment of the effect of vibration on settlement and liquefaction at the pipeline shall be made.

Expert advice may need to be sought which can be arranged through SGN.

10.5 Blasting

No blasting should be allowed within 250 metres of a pipeline without an assessment of the vibration levels at the pipeline. The peak particle velocity at the pipeline must be limited to a maximum level of 75 mm/sec. Where the peak particle velocity is predicted to exceed 50 mm/sec, the ground vibration must be monitored by the contractor and the results available to the SGN Responsible person at their request.

Where ground conditions are of submerged granular deposits of silt or sand, an assessment of the effect of vibration on settlement and liquefaction at the pipeline shall be made.

Expert advice may need to be sought which can be arranged through SGN.

10.6 Surface Mineral Extraction

An assessment must be carried out on the effect of surface mineral extraction activity within 100 metres of a pipeline. Consideration should also be given to extraction around groundbeds and other pipeline associated plant and equipment.

Where the mineral extraction extends up to the pipeline easement, a stable slope angle and stand-off distance between the pipeline and slope crest must be determined by SGN. The

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easement strip should be clearly marked by a suitable permanent boundary such as a post and wire fence, and where appropriate, slope indicator markers shall be erected to facilitate the verification of the recommended slope angle as the slope is formed, by the contractor. The pipeline easement and slope needs to be inspected periodically to identify any signs of developing instability. This may include any change of slope profile including bulging, the development of tension cracks on the slope or easement, or any changes in drainage around the slope. The results of each inspection should be recorded.

Where surface mineral extraction activities are planned within 100 metres of the pipeline but do not extend up to the pipeline easement boundary, an assessment, by SGN must be made on whether the planned activity could promote instability in the vicinity of the pipeline. This may occur where the pipeline is routed across a natural slope or the excavation is deep. A significant cause of this problem is where the groundwater profile is affected by changes in drainage or the development of lagoons.

Where the extraction technique involves explosives the provisions of section 10.5 apply.

10.7 Deep Mining

Pipelines routed within 1 km of active deep mining may be affected by subsidence resulting from mineral extraction. The determination of protective or remedial measures will normally require expert assistance, which can be arranged through SGN.

10.8 Landfilling

The creation of slopes outside of the pipeline easements may promote instability within the vicinity of the pipeline. An assessment should therefore be carried out, by SGN, on the effect of any landfilling activity within 100 metres of a pipeline. The assessment is particularly important if landfilling operations are taking place on a slope in which the pipeline is routed.

10.9 Pressure Testing

Hydraulic pressure testing will not be permitted within 8 metres of the pipeline unless suitable precautions have been taken against the effects of a burst. These precautions should include limiting of the design factor to 0.3 for the third party pipeline for a distance of 6 metres either side of the SGN pipeline, and the use of mill tested pipe or sleeving.

10.10 Seismic Surveys

SGN must be advised of any seismic surveying work in the vicinity of pipeline that will result in SGN's pipeline being subjected to peak particle velocities in excess of 50 mm/sec. The ground vibration near to the pipeline shall also be monitored by the contractor whilst the survey work is being carried out. Where the peak particle velocity is predicted to exceed 50 mm/sec, the ground vibration should be monitored by the contractor and the results available to the SGN Responsible person at their request.

10.11 Hot Work

The SGN responsible person on site should supervise all welding, burning or other 'hot work' that takes place within the easement.

10.12 Siting of Wind Turbines

United Kingdom Onshore Pipeline Operators' Association UKOPA have identified the appropriate exclusion zone (distance from the base of the wind turbine mast to the edge of the pipeline) as 1.5 times the turbine mast height.

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11. BACKFILLING

Third parties must provide SGN with 48 hours notice, or shorter notice only if agreed with SGN, of the intent to backfill over, under or alongside the pipeline. This requirement should also apply to any backfilling operations alongside the pipeline within 3 metres of the pipeline. Any damage to the pipeline or coating must be reported to the SGN responsible person in order that damage can be assessed and repairs can be carried out.

Minor damage to pipe coating and test leads shall be repaired by SGN free of charge.

No backfilling should be undertaken without SGN agreement to proceed. The SGN responsible person will stipulate the necessary consolidation requirements.

If the pipeline has been backfilled without the knowledge of the SGN responsible person then he will require the material to be re-excavated in order to enable the condition of the pipeline coating to be confirmed.

12. ACTION IN THE CASE OF DAMAGE TO THE PIPELINE

If the SGN pipeline is damaged, even slightly, and even if no gas leak has occurred then the following precautions must be taken immediately:-

- Shut down all plant and machinery and extinguish any potential sources of ignition.
- Evacuate all personnel from the vicinity of the pipeline.
- Notify SGN using the free 24 hour emergency telephone number **0800 111 999***[1]
- Notify the SGN responsible person or his office immediately using the contact telephone number provided.
- Ensure no one approaches the pipeline.
- Do not try to stop any leaking gas.

[1] ** All calls are recorded and may be monitored*

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APPENDIX A – REFERENCES

This Specification makes reference to the documents listed below (see clause2)

NRSWA	-	New Roads & Street Works Act
HS(G)47	-	Avoiding Danger from Underground Services
IGE/SR/18 Ed.2	-	Safe Working Practices to Ensure the Integrity of Gas Pipelines and Associated Installations
HSG 150	-	Heath & Safety in Construction
SGN/PM/IGEM/1	-	Management Procedure for the Application of IGEM Recommendations and Standards by SGN.

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APPENDIX B – DEFINITIONS

The definitions applying to this specification are given below (see clause3).

B.1 Glossary of terms

Contractor	-	The person, firm or company with whom SGN enters into a contract to which this specification applies, including the Contractor's personal representatives, successors and permitted assigns.
Deed of Servitude	-	In Scotland a 'Deed of Servitude' is considered equivalent to 'easement' in this document.
Easement	-	Easements are negotiated legal entitlements between SGN and landowner and allow SGN to lay, operate and maintain pipelines within the easement strip. Easement strips may vary in width typically between 6 and 25 metres depending on the diameter and pressure of the pipeline. Consult SGN for details of the extent of the easement strip where work is intended
Liquefaction	-	Liquefaction is a phenomenon in which the strength and stiffness of the soil is reduced by earthquake shaking or other rapid loading. Liquefaction occurs in saturated soils, that is, soils in which the space between individual particles is completely filled with water. When liquefaction occurs, the strength of the soil decreases and the ability of the soil to support pipelines or other components is reduced.
Pearson Survey	-	A survey used for locating coating defects on buried pipeline services
Promoter of new works	-	The person or persons, firm, company or authority for whom new services, structures or other works in the vicinity of existing SGN pipelines and associated installations operating above 7 bar gauge are being undertaken.
SGN responsible person	-	The person or persons appointed by SGN with the competencies required to act as the SGN representative for the purpose of the managing the particular activity.
Wayleave	-	General term which is considered equivalent to 'easement' in this document.

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APPENDIX C –SITE DOCUMENT CONTROL FORM-SAMPLE

Emergency Telephone No.

0800 111 999*

Scotia Gas Networks

SITE DOCUMENT CONTROL FORM	
Activity Reference:	
Activity Location:	
Site Manager:	(*name & telephone number*)
SGN Contact:	(*name & telephone number*)

The following documents were issued to *(individual's name)* **of** *(company name and address)*

by *(SGN representative)* **on** *(date)*:-

Documents:-

(List of documents)

Signed : *(by the recipient)*

Date of signature :

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SITE DOCUMENT CONTROL FORM

Emergency Telephone No.

0800 111 999*

Scotia Gas Networks

SITE DOCUMENT CONTROL FORM	
Activity Reference:	
Activity Location:	
Site Manager:	
SGN Contact:	

The following documents were issued to .....of

by .....on *(date)*:-.....

Documents:-

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Signed :

Date of signature :

ENDNOTE

Comments

Comments and queries regarding the technical content of this safety and engineering document should be directed to The SHE and Engineering Registrar at

Engineering.Registrar@sgn.co.uk

Buying documents

Contractors and other users external to SGN should direct their requests for further copies of SGN safety and engineering documents to the department or group responsible for the initial issue of their contract documentation.

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