

Operations Safety Forum (OSF) – Meeting Notes

5th May 2022

Meeting No. **03**

Attendees

Barry Hawkins (BH)	Manager Air Traffic Services (MATS)
Ben Kirton (BK)	FCSL
James Latham (JL)	ATCO
Alan Maynard (AM)	Rep - Sport and Leisure GA
Dave Mortimer (DM)	FTA
Spencer Phillips (SP)	Advance Helicopters
James Piper (JP)	FTA
James Tester (JT)	Shoreham Aviation Flight Centre
Andy Tobias (AT)	Rep - Municipal Hangar tenants
<i>Invited Guests from Parham:</i>	
Kevin Butler (KB)	
Craig Lowrie (CL)	

Apologies

Steve Banaeian (SB)	KB Aviation
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Notes

Reference	Description	Owner
OSF 03-N1	<p>Apologies, Agenda and Notes of Last Meeting</p> <ul style="list-style-type: none"> - BH thanked those attending the Spring 2022 OSF meeting. The meeting was conducted via Teams, but it was hoped that the Autumn meeting could be face-to-face. - All those present acknowledged receipt of the notes of the last meeting (Mtg 02/2021 dated 19 October 2021). Accepted as a true record. - No changes to the standing agenda. - BH advised that he would wish to introduce 4 items under the AOB. 	All
OSF 03-N2 Outstanding Actions of the Last Meeting	<p>Outstanding actions</p> <ul style="list-style-type: none"> - BH provided the following update on the outstanding actions: <ul style="list-style-type: none"> o 01-A01. Work in progress – revised target date 30 Oct 22. Notwithstanding, authorised visits to ATC have been reinstated. o 01-A02. SAG did not see merit of dedicated email address as there were existing methods in place to report/express safety matters. Action closed o 01-A06. Revision to helicopter training circuit. Work in progress. CAA advised that CAP 1616 should be applied to the change. Revised target date Spring 2023. o 01-A07. OOH and Indemnity – new policy introduced in January 2022. Action closed. o 01-A08. Existing Engine Ground Running policy published in UK AIP. Deemed satisfactory but will be kept under review. 	All

	<ul style="list-style-type: none"> ○ 02-A01. Rehabilitation of the ground alongside the Kilo taxiway adjacent to Rows 11 to 13. Completed late Spring and now in use. Action closed. 	
<p>OSF 03-N3 Topical GA matters raised by UK CAA</p>	<p>Topical GA matters raised by UK CAA</p> <ul style="list-style-type: none"> - As GA owners/operators/engineers, the OSF representatives receive a plethora of notices/advice associated with aircraft/avionics through other means. BH advised that feedback in this agenda item would be on matters to do with local airspace and safety issues in the use of that airspace. - BH advised that he had attended the recent Local Airspace Infringement Team (LAIT) meeting on 30 Apr 22. Whilst the focus was on infringements of controlled airspace (CAS) locally (Gatwick), the LAIT also received a brief on the UK-wide situation relating to infringements. <ul style="list-style-type: none"> ○ Airspace Infringements (AI). UK-wide the trend is generally improving (8% reduction) but there were a few concerns. <ul style="list-style-type: none"> ▪ Military aircraft infringements up (10% of total) ▪ Like car accidents, most AIs occur close to base. Locally (i.e. in the South-East) more occurrences at Redhill and Fairoaks than other airfields (probably because of their close proximity to CAS). ▪ Most AI involves the unauthorised penetration of CAS. However, of more concern to the CAA were those occurring in ATZs and Danger Areas. At the larger commercial airports, recognised safety nets were in place (e.g. full-time ATC, surveillance systems installed and CAS established to protect the commercial operation). At the smaller GA airfields, often these safety nets were absent and thus the operation was considered more vulnerable. ▪ Causal factors for the AI had not changed from the last report. The 4 major factors identified were: <ul style="list-style-type: none"> • <u>Ineffective Threat and Error Management (TEM).</u> Distraction in the cockpit and slow/inappropriate reaction to changes in the weather. • <u>Skill fade.</u> Pilot overload, degraded aircraft handling, focus on flying rather than planning (loss of that essential theoretical knowledge). • <u>Complacency in pre-flight planning and preparation.</u> Routes planned to fly too close to CAS, knowledge of source material (AIP/NOTAMs) below the standard required. • <u>VFR Moving maps.</u> Insufficient training, over reliance on the equipment, loss of situational awareness (what is under the magenta line!) Inability to apply TEM effectively whilst using the maps. ▪ Concern that airmanship appears at a low ebb. When an AI occurred, it was noted that inadequate planning was evidenced and pilot behaviour was unpredictable. ▪ Analysis suggested that 'Take 2' would have prevented many of the AIs. The 'Take 2' initiative proposes that pilots avoid the base of CAS by 200 feet vertically and/or remain 2 NM from the lateral boundary of CAS. ○ Strategy for Promotion – Safety Sense Leaflets (SSL) published focussing on the casual factors. The 'Moving Maps' SSL to be issued with the meeting notes. Another SSL was under development covering the topic of 'Distractions' ○ The CAA planned to produce a Podcast on R/T to encourage GA pilots to speak to ATC. ○ AI prevention briefings offered by CAA. One-hour brief by CAA staff and then a Q&A session follows. It was proposed to hold 	<p>BH</p>

	<p>one of these briefings in the Airport Terminal in the Summer - early evening to encourage attendance.</p> <ul style="list-style-type: none"> ○ CAA had instigated the AI Challenge Grp which would meet twice yearly. Invitation extended to each LAIT to be represented with the intent of working collaboratively to find common methods for promotion and prevention. First meeting planned for Oct 22. <p>- Feedback. Experience of those present was that the helpfulness of ATC varied from unit to unit in the South-East. The controllers working within CAS were considered, on occasions, to be less helpful than they could have been and late refusals to enter CAS had occurred. Generally, controllers appeared quick to file a MOR. These conditions undermine the confidence of GA when flying in some segments of airspace.</p>	
<p>OSF 03-N4 Overview of BCAL Safety Reports</p>	<p>BCAL Safety Reports</p> <ul style="list-style-type: none"> - It was noted that flying at Shoreham had now returned to 'seasonal norms'. The staged way that ATC staff were returned to duty through the Autumn 2021 paid dividends as collectively the ATS Unit was able to accommodate and mitigate weaknesses (i.e. skill fade, airmanship, etc) more readily. - JL updated attendees on recent noteworthy local airspace incidents: <ul style="list-style-type: none"> ○ There had been a couple of laser attacks on aircraft operating into Shoreham. The matter had been reported to the police but the miscreants were not identified. This was an ongoing issue nationwide ○ Another ATZ infringement occurred recently. Aircraft was working with an ATS agency (London Information) inbound to Goodwood. A MOR was filed. ○ Aircraft accident north of Shoreham at Steyning in Mar 2022. A PA32 in transit suffered engine failure but was monitoring the Shoreham frequency. Pilot declared MAYDAY and crashed. The controller was monitoring the flight on an unofficial Flight Information Display (FID) and was able to provide information to rescue organisations which proved accurate and timely. Further comment on the FID under AOB. ○ <i>AIRPROX 2021-182</i> report published. Incident which occurred on 16 Sep 21 during late evening when the sun was setting. It involved a based DA40 on an approach to Runway 20 from the east and a Rallye in transit heading east. Aircraft at the same altitude and 0.1Nm lateral separation. Controller provided DA40 pilot information about the confliction using the FID. ○ The Parham Gliding AAIB AIRPROX between a Cessna Mustang and the Parham Pawnee was discussed in a previous meeting. The outgoing Chair at Parham (CL) had been invited to provide a short brief on glider operations at Parham and over the South Downs under AOB. - BCAL continued to be proactive in habitat management: <ul style="list-style-type: none"> ○ Two bird strikes had occurred in the last 6 months; both were off-airfield. The long-grass policy was in place and active management of the grass started again on 1 Apr. ○ Management of the birds (particularly gulls) on the airfield continues to be a challenge. Increase in swan sightings flying at circa 150-200 feet passing west to east during the morning and reciprocal route late afternoon. - Two cranes at Free Wharf in Shoreham had been erected with the upper parts of the structure at circa 200ft AGL; the cranes were lit. Pilots to note that the cranes would be in situ until Q1/2023. Additional cranes likely throughout the year as it was noted that there is a lot of construction in the area. Pilots encouraged to read NOTAMs regularly and note the obstacles. 	<p>JL</p>

<p>OSF 03-N5 Local Runway Safety Team (LRST)</p>	<p>Local Runway Safety Team (LRST)</p> <p>Runway Incursions and Excursions</p> <ul style="list-style-type: none"> - Nothing to report. <p>Apron and Taxiway Safety</p> <ul style="list-style-type: none"> - AGL upgrade of wiring completed for the taxiways. In addition, LED lighting installed on Taxiway Kilo. Plans for the installation of LEDs on Taxiway Alpha and the upgrade to the wiring on the runway lighting would be announced in due course. - Runway Guard Lights (Wig-Wags) had been installed at holding points A1, B1 and K1 and were working satisfactorily 	<p>JL / BH</p>
<p>OSF 03-N6 Airport Operations</p>	<p>Airport Operations (next 6 months)</p> <p>Planned Works</p> <ul style="list-style-type: none"> - Apron Markings – Repainting. The western half of the Apron had been completed, but the works on the eastern half had been postponed. Further design work was needed to optimise the aircraft parking and taxi lane. It was hoped to undertake further work in early-Summer. - Airport Boundary Fencing. The plan to erect a 2-metre high fence around the 10-acre development site on the north-east sector of the Airport had been delayed whilst ‘reserved planning matters’ were resolved. No timetable for the commencement of works had been issued. - Additional Security Fencing. A 2-metre high security fence and gates between the eastern end of the Airport Terminal and the Transair building had been installed. The works were not yet complete as approval on railings to be installed on the Terminal pathways was awaited. It was anticipated that much of the existing low-level fence in front of the Terminal and Transair building would be removed and the area re-configured to improve passenger and pilot access from/to the Apron. The matter is under review. - Tidal Wall defence works. The Environmental Agency started upgrade works to the Adur River Flood Defence in Apr 22 which would last circa 5 months. These were essential works which could only be done during the Summer. <ul style="list-style-type: none"> o A HAZID session determined that grass runways 13/31 and 06/24 should be closed for the duration of the works o Ground taxiing and hover taxiing over Runway 13/31 and 06/24 permitted on instruction from ATC o Periodic additional cranes would be working in the area. Times notified by NOTAM o The ‘routine’ helicopter departures to the east and south-east had been modified. All rotary-wing departures/arrivals to the south-east corner of the airfield were to be via HTA X-Ray. o Traffic lights installed on boundary road to facilitate works. Short delays to vehicular traffic movement on the road expected throughout the term of the works. - Changes to ground operations <ul style="list-style-type: none"> o <u>Scheduled Operations.</u> Airline ‘Air Alderney’ had received its AOC but the issuance of a route licence had been delayed. A few charter flights had been undertaken between Shoreham and Alderney and it was hoped that scheduled operations could commence soon. o <u>Airport Terminal.</u> The ‘check-in desk and reception’ in the Foyer was largely complete with a few final finishes needed in the 	<p>BH</p>

	<p>'departures/arrival hall'. It was hoped that these could be approved by the Border Force by Jun 2022.</p> <ul style="list-style-type: none"> - Changes to airspace operations <ul style="list-style-type: none"> o <u>Helicopter Circuits review</u>. Regulatory authority engaged on the planned revision of the helicopter training circuit. CAA advised that a Level Zero, CAP 1616 airspace change would be required. Informal flight check of the planned new route and additional operating area was to take place no later than early-Summer. Engagement with the aviation community and 'interested' stakeholders would follow before any implementation. o <u>Refurbishment of ATC VCR</u>. An update to the ATC facilities in the Visual Control Room was planned during the Summer. This would require the removal/replace/refresh of ATC equipment and would result in an Air/Ground Service only whilst the work was carried out over a 72-hour period. - Coronavirus. The COVID-19 Secure measures adopted by the Airport were commensurate with the guidelines provided on the government website for GA airfields. The risk was kept under review and would be updated as new data became available. 	
<p>OSF 03-N6 AOB</p>	<p>AOB:</p> <p>Shoreham RNP IAP</p> <ul style="list-style-type: none"> - BH provided an update on the safety concern (regarding the use of the RNP IAP) raised by a CAA ATS Inspector during a routine Autumn 2021 visit to validate a controller. The CAA reinforced the need for the ANSP to take positive action to deter the use of the RNP IAP when an Approach Service was not available. The Airport took immediate actions: NOTAM issued and AIP (AD2 Section) updated to state that RNP IAP not available without Approach Control; Airport website updated to show ATS availability each day and advice given to on-site owners/operators. A safety survey was undertaken between Nov 21 and Feb 22 and the report submitted to the CAA. Following further discussion with the CAA, Manager ATS was required to prepare a safe assessment together with recommendation(s) on the subject matter which was likely to include a request for formal recognition and use of the FID (see next item). <p>Flight Information Display</p> <ul style="list-style-type: none"> - The value of the FID in ATC had been recognised for some time and its use (albeit informally) continued to be a valuable 'safety net'; for example, see the 2 incidents reported at Note 4. It was planned to submit a formal request to CAA to allow ATC Controllers to use the FID for the passing of essential traffic information in order to promote a safe and orderly flow of air traffic. It would not be used by the Air/Ground Service operators. Whilst there was a perceived 'duty of care' associated with the use of a FID, it could not be used as an Air Traffic Monitor (associated with the provision and use of surveillance data as set out in MATS Part 1). Further, controllers would not be permitted to use the FID to identify traffic and give avoiding action. The purpose would be to enable controllers to pass traffic information to improve a pilot's situational awareness. The submission to the CAA would be made during the Summer. <p>Parham Glider Site Brief</p> <ul style="list-style-type: none"> - The outgoing Chair (CL) of the South Downs Gliding Club based at Parham gave a presentation on the activities at the site and explained how gliders operated (when the weather permits) along the South Downs. It was a useful and informative brief which prompted discussion on several technical matters relating to electronic conspicuity and a debate on the interactions of traffic in the vicinity of the Runway 20 RNP IAP. 	<p>AM</p>

	<ul style="list-style-type: none"> - JP advised that FTA was in the process of developing a procedure for the avoidance of Parham whilst enabling effective access to the Runway 20 RNP IAP from the west. <p>Runway 06/24 Maintenance</p> <ul style="list-style-type: none"> - The closure of Runway 06/24 due to the Tidal Wall works provided an opportunity to undertake ground maintenance. The following works were planned: <ul style="list-style-type: none"> o Walk-the-ground and mark out the area(s) of the runway which should be surveyed (<i>Note: this task completed with AM on 12 May</i>) o Refresh the markings at the thresholds – number painting and displaced threshold arrows o Replace the runway delineation markings with new chalk o Carry out a detailed survey of the surface to establish the extent and location of the undulations along the runway (<i>Note: Planned early-June</i>) o Consider ‘smoothing out’ the undulations if finances permit 		
Agreed Decisions			
Reference	Description		
Closed Actions (to remain on the notes for 9 months then delete)			
Reference	Description	Action Owner	Date Closed
OSF 01-A02	Consult Chair of SAG to establish a specific email address for safety reporting	BH	30 Nov 21
OSF 01-A07	Policy Review on the OOH and Indemnity Scheme	BH	31 Jan 22
OSF 01-A08	Policy Review on Engine Ground Running	BH	30 Nov 21
OSF 02-A01	Investigate the plan for completion of the rehabilitation of the ground so that the access to the parking could be reinstated from the Kilo Taxiway	BH	25 Apr 22
Outstanding Actions			
Reference	Description	Action Owner/s	Target Completion Date
OSF 01-A01	ATC to develop Local Airspace Presentation/Briefing	BH/JL	30 Oct 22
OSF 01-A06	Revised Helicopter Training Circuit to be reviewed	BH/JL	Spring 2023
New Actions			
Reference	Description	Action Owner/s	Target Completion Date
OSF 03-A01	AI prevention briefing by CAA to be arranged for June	BH	31 May 22
OSF 03-A02	Runway 06/24 rehabilitation works to be considered during the Summer closure	BH	31 Aug 22
Next Meeting			

Date:	TBA October 2022	Time:	TBA
Venue:	Main Terminal or Teams Meeting		
Footnote: Target Completion Dates			
<p>'Target Completion Date' (TCD) represents the date the action owner believes to be realistic for the completion of the allotted task. However, as many tasks involve interactions with third parties and <u>it is accepted that allocation of resource to resolve outstanding OSF actions will be affected by the operational requirements of the business</u>, especially during summer months, the TCD listed will be subject to review and may be changed to reflect these constraints, where appropriate, with the agreement of the Chairperson</p>			