

Operations Safety Forum (OSF) – Meeting Notes

12th October 2023

Meeting No. **06**

Attendees

Steve Banaeian (SB)	KB Aviation
Sara Barclay-Hudson (SBH)	Advance Helicopters
Claudine Bloom (CB)	Rep - Municipal Hangar tenants
Barry Hawkins (BH)	BCAL - Director Aviation Services
Ben Kirton (BK)	FCSL
James Latham (JL)	Manager Air Traffic Services (MATS)
Alan Maynard (AM)	Rep - Sport and Leisure GA
Bridget Short (BS)	BCAL - Management Office
Dean White (DW)	Perryair

Apologies

Adrian Read (AR)	Flight Performance Training
Andy Tobias (AT)	Rep - Municipal Hangar tenants
Spencer Phillips (SP)	Advance Helicopters

Notes

Reference	Description	Owner
OSF 06-N1	<p>Apologies, Agenda and Notes of Last Meeting</p> <ul style="list-style-type: none"> - BH thanked those attending the Autumn 2023 OSF meeting. - All those present acknowledged receipt of the notes of the last meeting (Mtg 05/2023 dated 2 Aug 2023). Accepted as a true record. - No changes to the standing agenda. 	All
OSF 06-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 03-A02. Rehabilitation of Runway 06/24. Quote received but project delayed due to funds availability. BH to keep members informed. o 04-A02. The issue of congestion in the vicinity of the FCSL/KB Aviation apron area had not manifested itself again, so determined to close item. o 05-A01. ACP for the ARP Review had not yet commenced. 	All
OSF 06-N3 Topical GA matters raised by UK CAA	<p>Topical GA matters raised by UK CAA</p> <ul style="list-style-type: none"> - Since the change of chair to the Local Airspace Infringement Team (LAIT), there has not been a meeting in the past 6 months. Consequently, BH had proposed to provide a synopsis of the topics discussed at the last General Aviation Partnership (GAP) meeting held on 18 May 23 (via a Teams conference call). - Attended by 18 GA bodies/associations (including BGA, BHA, GAAC, LAA) and DfT. Different agenda to that discussed at the previous meeting; however, a few noteworthy items. <ul style="list-style-type: none"> o <i>GA Change Programme</i> - Chair committed to making the Open Innovation report on decarbonising GA available on the CAA website. o <i>CAA GAP Survey</i> - Future GAPs will take a renewed focus on policy updates and future plans (primarily for the GA change 	

	<p>programme). DfT will also present on policy and regulatory matters from across government.</p> <ul style="list-style-type: none"> ○ <i>DfT Update.</i> The DfT advised that the GA Handbook had been released in May 23. It was aimed at addressing misconceptions that non-GA stakeholders may harbour about GA and provides an overview of the value and benefits that GA infrastructure and GA activity brings to the wider UK economy. Also, DfT highlighted publication of the Fraser Nash report on decarbonising GA (issue 1 dated 22 Sep 22). Both documents circulated with the OSF notes. ○ <i>HCGB.</i> Raised an interesting topic about trials to demonstrate a ‘drone superhighway’ concept. The CAA advised that information on these trials would be published in due course. ○ <i>GASCo Safety Update.</i> Top 10 risks from a recent safety data assessment were highlighted. Human performance and fitness to fly were factors that featured prominently in recent GASCo reviews. Also highlighted was the need to introduce more training for pilots on how to handle partial power loss emergencies. <p>- The Safety Update above prompted a review of the data set out in the GASCo website to establish how incidents/accidents recorded at Shoreham measured against the UK statistics in terms of trends in each subject matter. Of the 841 GA Occurrence reports lodged between Nov 21 and Apr 23:</p> <ul style="list-style-type: none"> ▪ 170 Engine failures/malfunctions ▪ 91 Maintenance Reports ▪ 75 Runway excursions ▪ 66 landing accidents (inc hard landings) ▪ 49 Runway incursions ▪ 44 IFR level busts or non-compliance with instructions ○ <i>GASCo Analysis Reports (May and June 23).</i> Noteworthy comments from the reports (UK-wide stats): <ul style="list-style-type: none"> ▪ <u>May.</u> 18 AIRPROX, 13 runway excursions, 2 runway incursions and 95 Airspace Infringements. ▪ <u>June.</u> 15 AIRPROX, 9 runway excursions, 8 runway incursions and 142 Airspace Infringements. ○ The GASCo analysis of the May/June data seemed to suggest that the contributory factors in the AI had not changed – namely: <ul style="list-style-type: none"> ▪ Inadequate Planning ▪ Aviation Knowledge and Altimetry - lacking in some ▪ Moving Map – not being used effectively ▪ Weather – changeable conditions catching pilots unawares. ▪ Distractions – cockpit workload, passengers and focus on instructing ▪ Freq Monitoring Codes - not used effectively. ▪ Take Two – not applied. <p>- A broad discussion on the subject of Airspace Infringements (AI) indicated that frequently the issue for GA pilots was the difficulty of navigating around the often complex design of controlled airspace. Redhill was cited as a local concern as were the hotspots around Stansted and Manchester. Better planning by individuals and ‘education’ to improve awareness was needed. Further, it was mooted that the GA fraternity comprised a wide range of ages and some were less inclined to use technology for navigation. JT, AM and CB commented on their experience with technology. BH asked if it would be helpful to hold a series of ‘walk-in’ sessions in the Airport Terminal where the use of ‘Moving Maps’ could be presented by a ‘resident expert’. BK offered to help with the subject and it was agreed that the content of a presentation (basic and advanced) would be explored further and potential meeting dates considered.</p>	<p>BS/BK</p>
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<p>OSF 06-N4 Overview of BCAL Safety Reports</p>	<p>BCAL Safety Reports</p> <ul style="list-style-type: none"> - JL provided an update on noteworthy local airspace incidents since the last meeting: <ul style="list-style-type: none"> o <u>ATZ Infringements</u>. One infringement in Sep (glider – navigation error) and another in Oct (PC12 inbound to Goodwood – under review). o <u>Eastbourne Airshow</u> (Restricted Airspace) – 2 infringements of the airspace during the displays; one of which was a Shoreham-based aircraft on private hire however was not “on frequency” at the time of infringement. o <u>Laser incident</u> in the area of Peacehaven. The pilot report proved useful to localise the area where it is suspected that the laser is being used. Local police informed. Believed to be same location as previous laser attacks over the last 2 years. - <i>RFFS Standby</i>: In the past 6 months, the number of ‘local standby’ calls for the RFFS was 5. Reacting to a number of issues including: 2 airborne - rough-running engine and ‘hot cockpit’ due to a cabin heater issue - and 3 ground incidents including an exhaust pipe fire on start-up. - <i>RFFS Full Emergency</i>: There have been no incidents where support from the local authority emergency services were required. - <i>Other Incidents</i>: One serious incident where a PA28 is believed to have suffered a departure from controlled flight whilst on departure from Shoreham over the sea; however, the aircraft recovered and continued its journey. Aircraft owner and CAA Flight Ops department aware. - <i>Habitat Management</i>: BCAL continued to be proactive in habitat management: <ul style="list-style-type: none"> o The added works on airfield, particularly in the north-east corner, had attracted increased activity from gulls during the initial phase of development. o Bird strikes: 5 (2 reported by air crew, and 3 where remains were found but could not be attributed to a particular aircraft). - <i>Crane Activity - local airspace</i>: <ul style="list-style-type: none"> o Extensive use of cranes within the Panattoni Park industrial unit development in north-eastern corner of the site. Cranes had been operating at up to 41.5m at night and this will continue until January 2024. Daytime cranes (operating at between 22-30m) penetrating the OLS for Runway 13/31; thus, this runway had been taken out of use temporarily until the structures erected. Main runway closures have been avoided throughout the period. o Other tall cranes operating at Shoreham Harbour and Lancing. o Cranes notified to airspace users by NOTAM and/or notified in the UK AIP. The current cranes had not caused any issues and all are lit. Pilots encouraged to read NOTAMs and review the Shoreham AIP AD2 entry and note the obstacles as the data changes regularly. - <i>Crane Notification - national</i>: <ul style="list-style-type: none"> o All cranes (as obstacles) to be recorded and processed centrally and safeguarding at Shoreham to be completed locally. The centralised CAA process for notifying and safeguarding crane activity is still being developed. 	
<p>OSF 06-N5 Local Runway Safety Team (LRST)</p>	<p>Local Runway Safety Team (LRST)</p> <p>Runway Incursion</p> <ul style="list-style-type: none"> - There had been a technical incursion by a visiting Microlight. The pilot taxied beyond holding point A1, but stopped short of the runway itself. The pilot confided that he had not been to a licensed aerodrome before and was unfamiliar with the basics of runway holding points. He had 	

	<p>applied the same techniques for his departure as that he uses in his unlicensed landing strip. Safety not compromised at Shoreham.</p> <p>Runway Excursions</p> <ul style="list-style-type: none"> - Two excursions of Runway 02/20. The more serious was a P68 which suffered a burst tyre on landing and left the hard surface. No injuries but the recovery of the aircraft proved difficult and prompted the subject of 'aircraft recovery post an on-aerodrome incident (see Note OSF 06-N7) <p>Taxiway Safety Matters</p> <ul style="list-style-type: none"> - The 'no-entry' signs located on the eastern access track in front of the RFFS Fire Station were installed with a purpose of preventing a blocked exit for the RFFS vehicles. It was requested that these be removed to facilitate access to the pumps without having to go through the main apron. BH advised he would raise this at the next SAG meeting. - AM advised that the transition points between hard taxiway/grass apron and hard taxiway/grass taxiway merited inspection. The levels between surfaces was too excessive in some areas. Further the retro-reflective markers that were used to indicate transition points seemed to have disappeared. BH advised that this would be reviewed. - SAH remarked that the level of apron in front of Hangar 7 was markedly different to the adjacent grass/concrete pads in front of Hangar 4. The situation had prevailed for several years; but it was considered a hazard that should be reviewed. BH remarked that it would be prohibitively expensive to establish a platform to a common level; however, the situation would be reviewed. 	<p>BH</p> <p>BH</p> <p>BH</p>
<p>OSF 06-N6 Airport Operations</p>	<p>Airport Operations – completed/ongoing works</p> <p>Pavement Extensions</p> <ul style="list-style-type: none"> - Additional row of pavement added at the eastern end of the main apron and a large helicopter pad connected to Taxiway A had been established with blue lighting. The apron extension was useable, but the red/white melba blocks would stay in place until Spring 24 to allow the grass to establish itself. Tie-down points were planned for 4 aircraft positions. <p>12-acre site</p> <ul style="list-style-type: none"> - The Panattoni development was progressing to schedule. The first 3 units had been erected and were being roofed, clad and fitted-out. The next 3 units would be erected prior to Christmas – dependent upon the weather. The earth bund built to the south of the site would remain within the development site until late Spring and then would return 'airside'. <p>Helicopter Circuits Change.</p> <ul style="list-style-type: none"> - The revised circuit had been promulgated in the UK AIP (AIRAC 07/23) effective 10 Jul 2023 and had been in use. SBH advised that there had been a few issues caused by fixed-wing traffic trying to occupy the same airspace as the helicopter climbing-out for the circuit and proposed a change to the circuit. BH remarked that aircraft and helicopters were operating in a 'visual-circuit' environment and thus it was incumbent for all pilots to demonstrate good airmanship and awareness to assure safe separation. It appeared that better education about the helicopter visual circuits and improved awareness was needed. - The fixed-wing operators present were asked to remind their pilots to familiarise themselves with the helicopter circuit procedures published in the UK AIP AD2 Shoreham. Currently, the helicopters adopt 'passive R/T' when operating in the helicopter circuit. If that is to be retained, then better awareness of the R/T content about the usage of Runway 02/20 needed to be demonstrated to ensure the effective integration of aircraft/helicopters in the climb-out areas. 	

	<ul style="list-style-type: none"> - In due course, the emergency services would be able to use the self-service Jet installation once it was approved for operational use. <p>FBO – Terminal 3</p> <ul style="list-style-type: none"> - A FBO facility had been established within the ‘Terminal 3’ building and would be promoted to encourage more corporate/business aircraft. <p>Introduction of FID into ATC</p> <ul style="list-style-type: none"> - JL provided a short brief on the development of a Flight Information Display for use in ATC. Good progress was being made and guidance provided by the UK CAA on safety case development. It was planned to submit a formal proposal in Dec 23 with, hopefully, introduction into service in Spring 24. <p>Electronic Conspicuity (EC) in Local Airspace</p> <ul style="list-style-type: none"> - The CAA had extended the rebate scheme for the fitting of EC devices until 31 Mar 2024 (or until the funding is used). Those meeting the requirements were able to claim a 50% rebate of the purchase cost of an EC device to a maximum of £250 (inc VAT). The Airport management was keen to maximise the number of based aircraft fitted with suitable EC equipment. Based-aircraft owners and operators were encouraged to apply for the scheme; but despite the Airport offering to donate a further 25% towards the purchase cost in the form of vouchers for landings – there had been no applications. It was proposed to establish a sub-group to explore this subject further with a view to make it mandatory to carry suitable EC equipment when in the Shoreham ATZ. <p>Updated ‘flybrighton’ website</p> <ul style="list-style-type: none"> - BS gave a short overview of the new website which was to be launched soon. <p>Coronavirus</p> <ul style="list-style-type: none"> - No change to the status of the Airport CV-19 Secure measures. No perceived risk and will continue to monitor. 	
<p>OSF 06-N7 AOB</p>	<p>AOB:</p> <p>Aircraft recovery post on-airfield incident</p> <ul style="list-style-type: none"> - Aircraft owners/operators seem to rely upon the Airport management to recover aircraft that suffer ‘failures’ on the manoeuvring areas at Shoreham. This was probably due to the historic ‘can-do helpful attitude’. - However, the Airport does not have the equipment to manage recovery of all types of aircraft post an incident/accident. The priority for the RFFS and operational staff is always the saving of life and then securing the safety of aircraft and the infrastructure. - KB remarked that the recovery of an aircraft/helicopter post-incident should be chargeable to the owner/operator. BH concurred and advised the financial cost that the Airport had incurred as a result of the most recent excursion was significant. - It was proposed that each of the base operators/owners provide a ‘recovery plan’ for their aircraft/helicopter in the event of an on-airfield incident. The plan should include a contact name and telephone number for the owner/operator (and a secondary name/number) whom the Airport would contact initially. There should also be details of the lead engineer to be contacted if the aircraft recovery requires supervision. - For its part, BCAL would hold the contact details on file in ATC. It is recommended that owners/operators keep their particular details up to date as ATC would only use the last received data set to establish contact. - In addition, BCAL would create a charge sheet setting out costs for: <ul style="list-style-type: none"> o Aircraft recovery by the Airport company (where viable) o Infrastructure repair/replace (general rather than specific) o Parking/hangarage costs for damaged aircraft post recovery and awaiting collection 	<p>All</p> <p>All</p> <p>BS/BH</p>

	<p>Early Airport Closing Autumn/Winter 23/24</p> <ul style="list-style-type: none"> - Early closing during the Autumn/Winter months, in order to reduce energy consumption and accord with the government's 'save energy campaign', had been a useful and successful initiative applied in the 2022/23 period. Closing at 1800(L) most nights and co-ordinating flying activity to facilitate night flying had been routinely arranged and agreed. It was incumbent upon those proposing to night fly on any particular day to inform ATC no later than 1600(L) as a NOTAM would be issued announcing early closing. - It was proposed to employ this initiative again from 1 Nov 23 to 29 Feb 24 inclusive. A note to that effect would be circulated to base owners/operators. 	
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Agreed Decisions

Reference	Description

Closed Actions (to remain on the notes for 9 months then delete)

Reference	Description	Action Owner	Date Closed
OSF 01-A06	Revised Helicopter Training Circuit to be established	BH/JL	May 23
OSF 04-A03	Consider establishment of a Compass Swing area on airfield	BH	May 23
OSF 04-A04	Review the transmission length of the ATIS	JL	May 23
OSF 03-A02	Rehabilitation of Runway 06/24 – update on potential works	BH	Oct 23
OSF 04-A02	Arrange meeting to discuss ground ops FCSL/KB Aviation apron	BH	Oct 23

Outstanding Actions

Reference	Description	Action Owner/s	Target Completion Date
OSF 01-A01	ATC to develop Local Airspace Presentation/Briefing	BH/JL	30 Nov 23
OSF 05-A01	ATC to submit ACP for ARP Review	BH/JL	Dec 23

New Actions

OSF 06-A01	Prepare presentation on 'moving maps'	BK/AM	30 Nov 23
OSF 06-A02	Sub-Group to consider options for improving operations on Runway 06/24	BS/AM	31 Jan 24
OSF 06-A03	Sub-Group to consider EC in local airspace and promoting EC equipage	?????	30 Nov 23
OSF 06-A04	Promote and collate aircraft recovery plans	?????	30 Nov 23
OSF 06-A05	Issue note re early Airport evening closure period 1 Nov 23 to 29 Feb 24	BH	31 Oct 23
OSF 06-A06	Raise Taxiway safety matters at the next SAG	BH/JL	15 Dec 23
OSF 06-A07	Investigate expanding the size of Whisky HTA	BH	15 Dec 23
OSF 06-A08	Write to base owners/operators about their post-incident recovery plans	BS	30 Nov 23

Next Meeting			
Date:	TBA Apr 24	Time:	TBA
Venue:	Airport 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>			