

Operations Safety Forum (OSF) – Meeting Notes

7th May 2024

Meeting No. **07**

Attendees

Sara Barclay-Hudson (SBH)	Advance Helicopters
Claudine Bloom (CB)	Rep - Municipal Hangar tenants
Barry Hawkins (BH)	BCAL - Director Aviation Services
James Latham (JL)	Manager Air Traffic Services (MATS)
Alan Maynard (AM)	Rep - Sport and Leisure GA
John Petersen (JP)	Shoreham Aviation - CFI
Bridget Short (BS)	BCAL - Management Office
Dean White (DW)	Perryair

Apologies

Steve Banaeian (SB)	KB Aviation
Kalum Muthuminithilaka (KM)	FCSL
Adrian Read (AR)	Flight Performance Training

Notes

Reference	Description	Owner
OSF 07-N1	<p>Apologies, Agenda and Notes of Last Meeting</p> <ul style="list-style-type: none"> - BH thanked those attending the Spring 2024 OSF meeting. - All those present acknowledged receipt of the notes of the last meeting (Mtg 06/2023 dated 17 Oct 2023). Accepted as a true record. - There were 2 changes to the OSF membership. Andy Tobias had asked to stand down from the Forum and Claudine Bloom kindly assumed the role of the Hangar Rep. Ben Kirton had been the representative from FCSL and was replaced by Kalum Muthuminithilaka. - No changes to the standing agenda. 	All
OSF 07-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. It was unlikely that this action could be completed due to funding. It is discussed further in Note 6. This action was closed but would be resurrected should it be possible to complete the works in the future. o 05-A01. ACP for the ARP Review had not yet commenced. o 06-A01. Prepare presentation on 'moving maps'. This could not be progressed because the volunteer to lead had departed Shoreham. This action closed. Revised proposal described in last paragraph of Note 3. o 06-A04. Promotion of aircraft recovery plans ongoing. o 06-A07. Investigate the expansion of HTA Whiskey. Ongoing 	All
OSF 07-N3 Topical GA matters raised by UK CAA	<p>Topical GA matters raised by UK CAA</p> <ul style="list-style-type: none"> - The Local Airspace Infringement Team (LAIT), chaired by Gatwick staff, had been reinvigorated in Jan 2024; but Shoreham was unable to attend. Key points raised: <ul style="list-style-type: none"> o CAA presentation indicated that there had been an 11% decrease in airspace infringements in UK in 2023 (1229) versus 2022 (1384). o 91 Airspace Infringements (AIs) led to a loss of separation (8% of total in 2023) 	

	<ul style="list-style-type: none"> ○ CAA intend to issue one AI occurrence narrative per month to raise awareness to pilots. Start date for this to be confirmed. - Post infringement investigative actions undertaken by the CAA in 2023: <ul style="list-style-type: none"> ○ 66% receive education letters ○ 9% were excused ○ 7% military ○ Others investigated – various outcomes - OSF members thought there was merit in the Airport promoting the use of technology and to educate local airspace users. AM remarked that there were useful 'You Tube' presentations available which explained the basics for Sky Demon to help with route planning and 'Hot Tips' to enhance the experience. JP advised that the 'use of moving maps' was not part of the PPL syllabus; but, students were encouraged to use the devices by flying schools. - It was suggested that the manufacturer of Sky Demon be approached to establish an 'ideal training package' for ab initio students. The Airport offered to investigate the matter further. <p>Helicopter Point in Space (PinS) Procedures</p> <ul style="list-style-type: none"> - UK Phase 3 Global Navigation Satellite System (GNSS) Implementation is a government funded initiative to improve availability of GNSS-guided procedures in the UK for aircraft landing or departing in marginal weather conditions. Five UK sites had been selected which included Brighton Hospital and Redhill sponsored by Specialist Aviation Services (recently subsumed into GAMA Aviation). - The design for the Brighton Hospital procedure had been completed in late 2023 and a CAP1616 consultation for the airspace change associated with the introduction of the flight procedure was in progress. - <i>Point in Space (PinS) Instrument Procedures, Royal Sussex Hospital Brighton(ACP-2023-028)</i> https://airspacechange.caa.co.uk/PublicProposalArea?piD=562 - The Airport had been engaged throughout the development of the PinS procedure. There was no impact to the existing RNP IAPs established at the Airport and planned HEMS helicopter operating procedures had been effectively integrated with current Shoreham ATS operations. - Comment was made about potential interaction between VFR aircraft recovering to Shoreham from the east in marginal VMC and a helicopter using the PinS procedure. This risk was recognised but deemed to be no higher than any VFR/IFR encounter in Class G. As with any approved IAP, it was intended that the PinS procedure be promulgated on the quarter/half mil maps. - Provided there were no issues arising from the consultation, the planned implementation date was 28 Nov 24. <p>Future Airspace Strategy Implementation – South (FASI-S) project</p> <ul style="list-style-type: none"> - The FASI-S project did not require changes to current procedures, traffic flow or behaviours for London airports below 7,000ft. The scope of change proposed included airspace in TC WILLO sector, with minor changes to surrounding sectors, Gatwick arrivals and departures from and to the south up to the border with France. No articulated impact to adjacent Class G airspace. Public consultation planned for 2025. The Airport would be a consultee and will advise if any potential impact to Shoreham operations is identified. 	BH
<p>OSF 07-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"> ○ <u>ATZ Infringements</u>. Nil since the last meeting. ○ <u>Laser incidents</u>. A laser strike reported by an aircraft in the visual circuit at night. 	

	<ul style="list-style-type: none"> - <u>RFFS Standby</u>: In the past 6 months, there were 4 'local standby' calls for the RFFS. No trend as each was a different issue: rough running engine on take-off; loose fuel cap; aircraft door open after departure; landing gear indicator light unserviceable but gear down. All aircraft recovered safely. - <u>RFFS Full Emergency</u>: One full emergency initiated for a possible tyre deflation/tyre loss by aircraft during night circuit session. Local authority emergency services were called out but ultimately not required as aircraft landed safely. - <u>Habitat Management</u>: The inclement weather between Oct 23 and Apr 24 had resulted in the grass areas being sodden for extended periods which delayed the start of the grass management regime. MOR filed when a deer was seen on the runway at night which caused a go-around to be initiated. Deer activity was being monitored closely. - <u>Crane Activity - local airspace</u>: <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 had resulted in tactical closures of grass runways for a few months over the Autumn/Winter period to mitigate the penetration of the Obstacle Limitation Surfaces associated with each runway. The main 02/20 runway had not been effected throughout. o Another 2 cranes to be erected in Shoreham Town and Worthing during May 24. Each will be lit and NOTAMed. The Shoreham crane will be entered into the UK AIP as it will be in situ until Spring 2025. After 18 months in situ, the crane at Lancing (adjacent to the beach area) should be dismantled at the end of September 24. The latter had impacted the IAP for Runway 02 and a review shall be undertaken to reinstate the previous IAP minima when the airspace is cleared of the obstacle. - <u>Crane Notification - national</u>: <ul style="list-style-type: none"> o The ACOMS process continues to operate. Although applications are being processed satisfactorily by the CAA, the Airport is sustaining its own process to ensure that the structures are notified to pilots in a timely manner. 	
<p>OSF 07-N5 Local Runway Safety Team (LRST)</p>	<p>Local Runway Safety Team (LRST)</p> <p>Runway Incursion</p> <ul style="list-style-type: none"> - No incursions reported <p>Runway Excursions</p> <ul style="list-style-type: none"> - Two excursions reported – both by a Piper Cub landing on Runway 20 hard. No damage to infrastructure or the aircraft <p>Taxiway Safety Matters</p> <ul style="list-style-type: none"> - Proposal to remove the 'no-entry' signs located on the eastern access track in front of the RFFS Fire Station was presented at the December 2023 SAG. Accountable Manager accepted the argument and the signs were removed. - It had been reported that the transition points between hard taxiway/grass apron and hard taxiway/grass taxiway merited inspection as the levels between surfaces was considered too excessive in some areas. This had been reviewed and remedial works undertaken. Weather had been a factor in getting the works completed. Affected areas to be monitored for any degradation. - Retro-reflective markers that were used to indicate transition points are being built and will be installed by mid-June. - The level of the apron in front of Hangar 7 was markedly different to the adjacent grass/concrete pads in front of Hangar 4 which constituted a potential hazard to operations. The issue had existed for many years; but, having raised it at Safety Action Group meeting, the Accountable 	

	<p>Manager had engaged a quantity surveyor to look at options to resolve the issue. To level it up would be disruptive to the operation and cost several £10s of thousands. The cost was disproportionate to the gain. The pad immediately adjacent to the east of the apron area could be removed from service; however, Hangar 4 operators valued its use. The most effective and acceptable solution was to paint ground hazard markings as set out in CAP 168. Affected operators would be informed when the painter marking company was to visit.</p>	
<p>OSF 07-N6 Airport Operations</p>	<p>Airport Operations – completed/ongoing works</p> <p>Pavement Extensions</p> <ul style="list-style-type: none"> - Tie-down points planned for 4 aircraft positions on the eastern extension of the hard apron are to be installed in the coming weeks. Line painting to define parking boxes to follow. <p>12-acre site</p> <ul style="list-style-type: none"> - The Panattoni development was progressing to schedule. Work to be completed by mid-Jun 24. - Earth bund built to the south of the site would remain within the development site until Spring 2025 to ensure the ‘mound’ was stable and when deemed suitable for inclusion in the airfield grass management programme, the temporary fencing would be removed and the area would become ‘airside’ once more. <p>Electric Aircraft Charging Point.</p> <ul style="list-style-type: none"> - Aerovolt had installed a single charging point for electric aircraft in front of the Municipal Hangar. The based EV Aircraft relocated in Feb 24; but there were plans to base other EV aircraft later in the year. Charging point not yet in operational use. <p>Airport Operations - Changes to Ground Operations</p> <p>On-Airport Pavement works</p> <ul style="list-style-type: none"> - Delay in establishing the apron layout plan due to weather and availability of the line painting team. Planned to complete the task in the near future. In due course, the apron layout would be promulgated in the Shoreham AD2 UK AIP entry. <p>Large Helicopter Pad</p> <ul style="list-style-type: none"> - In use, but cannot promote its availability until the new fuel tanks are commissioned – to become operational during the Summer. <p>Grass Runway Operations</p> <ul style="list-style-type: none"> - Use of all grass runways had been impacted by the Panattoni development because the Obstacle Limitation Surfaces (OLS) were compromised by the proposed crane operations which resulted in runway non-availability for long periods in 2023. - A heavy roller had been used on Runway 06/24 whilst the ground was ‘damp’ to see if undulations at the western end of the runway could be reduced. A test using a vehicle revealed that treatment had not improved the surface. Consequently, it was decided that Runway 06 would be NOTAMed as unavailable for 2024; but, a signed agreement with based operators would be put in place to facilitate its use under prescribed circumstances. - Ideal option for improving the surface on Runway 06/24 was to ‘cut and fill’ to smooth out the surface. This was prohibitively expensive and there were no proposals put forward to finance the works. AM and BS had looked at other options. There was merit in moving the threshold of Runway 06 to remove the undulations from the landing/take off surface; however, this would shorten the runway to approximately 400m in length. 	<p>JL</p>

	<p>The annual survey of the Airport was due in the next 6 weeks and it was agreed that the surveyors would be engaged to provide co-ordinate detail for a potential 'new Runway 06 threshold'. Subsequently, if the revised runway performance figures proved acceptable, a change proposal would be proffered to the CAA. If and when approved, the results would be published in the UK AIP and the aerodrome chart updated.</p> <p>Airport Operations – Next 6 months</p> <p>Helicopter Operations – General</p> <ul style="list-style-type: none"> - SAH asked if the planned extension to the Whisky HTA could be implemented (i.e. create a larger landing/operating area suitable for occupancy by 2 helicopters simultaneously). BH advised that it had been discussed with the ground maintenance staff and would be created in due course. <p>Fuel Infrastructure</p> <ul style="list-style-type: none"> - Quality second-hand fuel tanks had been purchased to add resilience to the Jet A1 and AVGAS availability. When funds permitted, the install of the 'new facilities' would be completed and the systems commissioned. It was anticipated that both would be available during Summer 24. Meanwhile the current facilities could deliver the current fuel requirements. <p>Introduction of FID into ATC</p> <ul style="list-style-type: none"> - The Safety Case to support the introduction of the FID was more involved than first considered. It should be completed by Jun 24 and would be submitted to CAA when ready. Formal introduction of the FID into service should be achieved during Summer 24. <p>Electronic Conspicuity (EC) in Local Airspace</p> <ul style="list-style-type: none"> - No take up of the offer made by the Airport to supplement the CAA rebate scheme for the fitting of EC devices. The CAA scheme ended on 31 Mar 2024. Whilst it would be highly desirable to make the carriage of suitable EC equipment mandatory, when operating within the Shoreham ATZ, the ATZ was Class G airspace and mandating carriage might be problematical. Options were being considered as it could be demonstrated that use of EC-derived data by ATC would provide a useful safety net when giving a Basic Service to participating traffic at Shoreham. <p>Aircraft Recovery Post On-airfield Incident</p> <ul style="list-style-type: none"> - A list of all aircraft and owners had been prepared. A note to explain the requirement to have pre-notified plans for aircraft recovery had also been prepared. The consultation plan was to be launched in the near future and the results published as soon as they become available. <p>Early Airport Closing Autumn/Winter 23/24</p> <ul style="list-style-type: none"> - The Airport Early Closing had worked satisfactorily during the Autumn/Winter 2024 with no adverse comment. A similar approach may be taken for the 2024/25 season. To be discussed at the next meeting. <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. 	BH
<p>OSF 07-N7 AOB</p>	<p>AOB:</p> <ul style="list-style-type: none"> - No issues raised 	
Agreed Decisions		
<p>Reference</p>	<p>Description</p>	
<p>N/A</p>		

Closed Actions (to remain on the notes for 9 months then delete)			
Reference	Description	Action Owner	Date Closed
OSF 01-A01	ATC to develop Local Airspace Presentation/Briefing	BH/JL	30 May 24
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
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-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
Outstanding Actions			
Reference	Description	Action Owner/s	Target Completion Date
OSF 05-A01	ATC to submit ACP for ARP Review	BH/JL	Summer 24
OSF 06-A04	Promote and collate aircraft recovery plans	BH	30 Jun 24
OSF 06-A07	Investigate expanding the size of Whisky HTA	BH	30 Jun 24
New Actions			
OSF 07-A01	Investigate ‘moving maps’ familiarisation training package	BH	Summer 24
Next Meeting			
Date:	Oct 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>			