

# Minutes

## Manoeuvring Area Safety Team



Held at Heathrow Point West, Conference Room 4, on 17<sup>th</sup> June 2009

Attendees	Richard Allen (Chair), Peter Cox (BALPA), Michael Field BA), Jane Gothard (NATS), Richard Jones (UKFSC), Phil Layton (NATS), Troy Preston (NATS), Jon Proudlove (NATS), Alan Stockill (Met Police), Paul Wiggins (BA), Spencer Norton (BMi), Simon Emes (BA), Tim Price (BA), Gemma Pitts (NATS), Gary Dixon (NATS), Steve Buckeridge (BAA).
Apologies	-

Agenda Item	Issue	Detail	Action
2.	Review Last Meetings Actions and CCM	Completed – see CCM	
3.	Runway Incursion Prevention Equipment	It was noted that the CAA Runway Incursion Steering Group were looking into all of the current equipment/ methods of prevention runway incursions and that they would then liaise with ICAO to discuss the various options. There is growing concern at the number, variety and irregular application of such measures which then present visiting aircrew with varying standards and procedures at different airports. This is moving away from the general principle of standardisation in airfield layout and procedures.	
	Runway Incursion Report	<p>RJ informed group that Manchester airport produce a Runway Incursion report which is distributed to all airport users and suggested that something similar was produced at Heathrow. Examination of current LHR data should also be undertaken to identify any trends, and airline reps should seek feedback on the reasons behind or any potential opportunities for runway incursions at Heathrow.</p> <p><b>Action:</b>     <b>RJ to email Manchester RI report to MAST members.</b>  <b>JG to examine Runway Incursion data to identify trends.</b>  <b>Airline Reps to seek feedback on the reasons behind, or any potential opportunities for runway incursions at Heathrow.</b></p>	<p>RJ</p> <p>JG</p> <p>Airline Reps</p>

# Minutes



Agenda Item	Issue	Detail	Action
	Runway Ahead Marking	<p>Detailed debate concerning the merits of putting runway ahead signs at all entrances to the runway as opposed to just at areas known to be at risk of incursion. CAA currently trialling two areas at Heathrow. It was noted that the CAA used to use Human Factor people to check sign guidance etc. RA said that he would look into this. JG also suggested that NATS HF people could be engaged.</p> <p><b>Action:</b> RA to check CAA position on Human Factors reporting re Runway Ahead</p> <p>JG to check availability of NATS HF people.</p> <p>In the short term however the community should be informed of the new paint markings and that they were at 2 trial sites only. There was further debate on what MAST could do to raise awareness. RA stated that airlines should do this via their internal communications as a NOTAM had been issued. It was suggested that this could be the focus of the next Van Run; JG agreed and will seek feedback and will in addition canvas the next Push Back Working Group for their views. RA would ensure that the Fire Service are aware of the new markings and raise the item at the next Ramp and Baggage meeting.</p> <p><b>Actions:</b> JG to include runway ahead markings into the next van run and seek feedback from participants.</p> <p>JG to include runway ahead markings into the next Push Back Working Group and seek feedback from participants.</p> <p>Airline reps to ensure their aircrew are aware of the change.</p> <p>RA to brief at next Ramp and Baggage meeting and ensure Fire Service are aware of the runway ahead markings and seek any feedback.</p>	<p>RA</p> <p>JG</p> <p>JG</p> <p>JG</p> <p>Airline Reps</p> <p>RA</p>
	Runway Status Lights	<p>RJ gave an update on meeting with Eurocontrol on the Executive summary of the Runway status lights and stop bars. BAA and NATS need to liaise closely with this to ensure Heathrow is not left out. There was suggestion to set up sub group</p>	



# Minutes

Agenda Item	Issue	Detail	Action
		<p>at LHR to look at this issue, however it was agreed that members should read the Executive Summary before any further discussion took place.</p> <p><b>Action:</b>     <b>RJ to send out copies of Executive summary.</b></p> <p>                  <b>TP to look at combined HAL / NATS staffing of this issue and to set up and lead a MAST sub-group as required.</b></p>	<p>RJ</p> <p>TP</p>
	Maps & Charts	<p>Discussion on the issue of fonts and colours for maps and charts.</p> <p>RA requested that Richard Smith - HAL, was kept informed of any issues with airfield maps as he is the owner of the map.</p> <p>The CAA do not advocate including hot spots on maps, as in their view the RST should be dealing with the core problem such that hotspots should never exist.</p>	
4.	Safety Report	<p>JG distributed copies and detailed the safety report. The issue of aircraft landing without landing clearance was debated. It was noted that pilots may elect to land on a runway if it looked clear however all acknowledged that a 'go around' is the correct procedure to be adopted in this circumstance. It was also noted that pilots were often unable to see vehicles on the runway despite overt lighting.</p> <p>Several recent runway incidents were discussed and NATS advised that in order to improve controller awareness, an automatic voice prompt had been added to the RIMCAS system. It was suggested that NATS should attempt to increase aircrew situational awareness through the provision of additional information where required.</p>	
5.	Safety KPIs	<p>JG presented the MAST KPIs. It was noted that KPI targets had not yet been agreed. JG is also interested in any comments on targets.</p> <p>Short discussion which centred around setting a realistic reduction on last years figures rather than specific arbitrary percentages, however due to time constraints it was proposed to leave this issue as it currently is and discuss at the next meeting.</p>	
6.	Action Plan	<i>This item was not covered due to a lack of time. Item moved to next meeting</i>	

# Minutes



Agenda Item	Issue	Detail	Action
7.	LHR Website	The meeting welcomed Steve Buckeridge (BAA Ramp Assurance Support Manager) who presented details of the forthcoming Airside website. Functionality and additional features such as including a 'frequently asked questions' page were discussed and the potential for a MAST specific area discussed as per the YVR website discussed at the last MAST meeting. Steve would keep the meeting updated as to progress	
8.	ACN Latest	RA showed a graph of recent ACN statistics and noted that the 2 primary offences continued to be driving without due care and attention, and driving whilst using a hand held phone. RA asked that all attendees stress to their staff the dangers associated with these types of driving. <b>Action: All to stress to their airfield drivers the dangers of driving while using a mobile 'phone and also without paying full attention.</b>	All
9.	Technology	There were not technology items for discussion.	-
10.	AOB	RA presented pictures from recent Clean Sweep and asked all to note the appalling condition of the T3 waste Compactor. If staff observe occurrences such as this they must report it through to Airside Operations immediately. RA also provided details of the clean sweep programme and asked for people's participation at the relevant Terminal.  <i>LHR MORs were not covered due to a lack of time. Item moved to next meeting</i>	All
11.	Arrangements for next meeting	The next meeting will be held on 19 <sup>th</sup> August 2009 at Heathrow Point West, CR 4	

Richard Allen  
Airside Operations  
BAA, Heathrow Airport Limited  
07799 698949