

Crane Operations

Airside Operational Instruction 26

CONTENT:-

1. INTRODUCTION
2. SAFETY REQUIREMENTS
3. LOCATION AND PERMISSION
4. OPERATIONS WITHOUT PRIOR NOTICE
5. INFORMATION MANAGEMENT
6. ENQUIRIES

APPENDIX 1 PERMIT APPLICATION FORM

A. AMENDMENTS

This document will be subject to a routine review, over a period not exceeding 18 months. The latest version will be included in the annual reissue of the Aerodrome Manual; interim reviews are carried out as deemed necessary.

Only operational related amendments will prompt the issue of a new Version; pertinent amendments being highlighted in **green** text & indicated by a **green** bar in the right margin. Indication of any amendment of an administrative nature will be listed below.

B. REVIEW / AMENDMENT HISTORY

REVIEW SUMMARY			
VERSION / REVIEW REF:-	1.1	REVIEW COMPLETED BY:-	CATHY WILLOUGHBY-CRISP
DATE:-	SEP 16	ROLE:-	AIR TRAFFIC & OPERATIONS MANAGER

PARAGRAPH	AMENDMENT
	<i>Nil</i>

REVIEW SUMMARY			
VERSION / REVIEW REF:-	V2.0	REVIEW COMPLETED BY:-	CATHY WILLOUGHBY-CRISP
DATE:-	DEC 17	ROLE:-	AIR TRAFFIC & OPERATIONS MANAGER

PARAGRAPH	AMENDMENT
	New ownership

1. INTRODUCTION

- 1.1** The operation of cranes, in the vicinity of an aerodrome, may have a direct impact on the safety of aircraft and aviation. The Civil Aviation Publication, CAP 393; Air Navigation, The Order and the Regulations (ANO), together with ICAO Annex 14, are the major legislative documents detailing such activity.
- 1.2** The operators of cranes must refer to the British Standard Institute Code of Practice for the Safe Use of Cranes (BS 7121). BS 7121 refers to Crane Control in the Vicinity of Aerodromes. In addition, the Airport Operators Association (AOA) in partnership with the Health and Safety Executive (HSE) has issued a guidance leaflet entitled "Cranes and Planes, A Guide to Procedures for Operation of Cranes in Vicinity of Aerodromes".

2. SAFETY REQUIREMENTS

- 2.1** In order to co-ordinate the safe operation of cranes in the vicinity of an aerodrome; any proposed crane operation within 6 kilometers of an aerodrome, at a height of 10 metres or more above ground level; or higher than the surrounding structures or trees, must receive prior permission from the Aerodrome Operator.

3. LOCATION AND PERMISSION

- 3.1** Crane operators and/or developers have been advised to contact the Aerodrome Operator in advance, giving whenever possible a minimum of 2 weeks' notice of any proposed crane operations. This will provide time to establish if there are any limitations or regulatory procedures that may apply to the proposed crane operation.

Note! No guarantee can be given, that a Permit will be issued, if insufficient notice of the planned activity is provided.

- 3.2** In a minority of circumstances it may be necessary to approach the Civil Aviation Authority (CAA) in regards to the proposed operation. In these cases, it may be necessary for the applicant to develop and co-ordinate a suitable Safety Case for the proposed operation.
- 3.3** To obtain permission to operate a crane within 6 kms of the aerodrome, the crane operator must apply for a Bournemouth Airport Crane Permit. Applications to be made to:-

Air Traffic and Operations Manager (ATOM)
Unit 1, Brackley Close
Bournemouth Airport
Christchurch
Dorset
BH23 6SE

Telephone:- 01202-364155
E-mail:- Cathy.Willoughby-Crisp@bournemouthairport.com

3.4 The following information will be required before a Permit can be issued:-

- a) The Latitude and Longitude co-ordinates of the crane operation, provided in Degrees, Minutes & Seconds; together with the elevation, in metres, of the ground "Above Ordnance Datum" (AOD) at that location

Note! On some Ordnance Survey maps, AOD is displayed as "Above Mean Sea Level" (AMSL)

- b) The maximum elevation, in metres, of the crane "Above Ground Level" (AGL)

Requesters must ensure accurate information is provided as operations will not be permitted above the approved height indicated on the Permit.

- c) The type of crane or construction equipment to be used; e.g. Tower, Mobile, etc
- d) The radius, in metres, of the jib or boom of a fixed crane
- e) The area of operation of a mobile crane
- f) The dates and times of the operation
- g) The applicant's name, address and contact details; including telephone, fax number and email address where available
- h) Contact details for the crane whilst operating; e.g. mobile telephone number for the crane driver or on-site foreman

A copy of the Application Form is included as Appendix 1

Once these details have been considered, it will be determined whether the crane operation can proceed and whether any restrictions need to be applied. The ATOM, in consultation with the Managing Director, will determine whether CAA DAP or SARG need to be consulted.

Following identification of all constraints, Bournemouth Airport will issue a Crane Permit. The Permit will list all the relevant details supplied by the operator and any restrictions applied. Operations must comply with the limitations specified in the Permit.

3.5 Restrictions may include or be dictated by items such as:-

- The requirement to fit red obstacle lights
- Operating times
- The operation being dependent on the Runway that is in use
- Operating height of the crane
- Poor weather conditions; e.g. fog or low cloud

It should also be noted that it may be necessary to lower the crane immediately in the event of an aircraft emergency or similar event

4. OPERATIONS WITHOUT PRIOR NOTIFICATION

- 4.1** Any Person observing a crane operation in the vicinity of the BOH Aerodrome, that they believe not to be approved, is to contact ATC immediately on Tel 01202 364150. ATC will then initiate an investigation via the Air Traffic & Operations Manager.

5. INFORMATION MANAGEMENT

- 5.1** On being advised of a crane operating in an area that may affect flight safety, within 6km of the aerodrome, with a height exceeding 10 metres; or higher than the surrounding structures or trees, the delegated operative will immediately proceed to the site to obtain the information as detailed above and to remind the operator of the required notification procedures.


On receipt of this information it will be passed through the Safeguarding process to ensure that no infringement of any operating safety parameters will occur.

Once the safety of the proposed activity has been verified, ATC will be instructed to issue a NOTAM to advise operators of the crane activity.

6. ENQUIRIES

- 6.1** Any enquiry relating to this AOI should be addressed to the Air Traffic and Operations Manager, as detailed in Para 3.3 or to the Managing Director on 01202-364174

APPENDIX 1

 Bournemouth Airport <small>Part of Bournemouth & City Airport</small>	APPLICATION FOR CRANE OPERATION PERMIT
---	---

COMPANY NAME:-			
CONTACT NAME:-		FAX:-	
TELEPHONE NO:-		E-MAIL:-	

DATE(S) OF ACTIVITY:-		TIMES OF ACTIVITY:-		
TYPE OF CRANE / EQUIPMENT IN USE-		RADIUS OF JIB/BOOM OF A FIXED CRANE:-	metres	
MAXIMUM OPERATING HEIGHT:-	OR	1.		metres
1. AOD (AMSL)		2.		
2. ABOVE GROUND LEVEL	<i>(Refer to Para 3.4)</i>			

LOCATION OF OPERATION		SITE CONTACT	
LATITUDE (N):-		NAME:-	
LONGITUDE (W):-			
AIRPORT BUILDING NO:-		TELEPHONE NO:-	
POSTCODE (REQUIRED):-			

ALL APPLICATIONS, GIVING AT LEAST 2-WEEKS' NOTICE, TO BE SUBMITTED TO THE AIR TRAFFIC AND OPERATIONS MANAGER AS DETAILED IN PARA 3.3

FOR BOH USE ONLY			
PERMISSION FOR THE ACTIVITY DETAILED ON THIS APPLICATION IS:-	GRANTED:-		DECLINED:-
SPECIAL CONDITIONS TO BE NOTED:-			
SIGNATURE:-			
AIR TRAFFIC AND OPERATIONS MANAGER	DATE:-		
THIS ACTIVITY WILL BE NOTIFIED TO OPERATORS THROUGH THE RELEVANT AERONAUTICAL PUBLICATIONS			