City Airport & Heliport

PILOT HANDBOOK

Issue 11 – September 2017

Web: www.cityairportandheliport.com
Airport Tel: 0161 789 1362
Heliport Tel: 0161 707 6987
Email: info@cityairportltd.com

PREFACE

This document is published by City Airport Ltd. It is intended as a guide only to the Aerodrome Rules and Procedures. Additional information and guidance is published on the City Airport & Heliport website www.cityairportandheliport.com

Reference should be made to official documentation contained within the UK AIP and associated documents. City Airport Ltd reserves the right to amend or cancel or introduce new procedures without prior notification. From time to time, other procedures and information may also be published in the form of Operational Notices, displayed within the Control Tower Reception Briefing area. Enquiries about this document are to be made to the Administration Department at the address below.

AMENDMENT RECORD

Please note. It is the responsibility of the holder of this document to ensure that the latest version and all current amendments are incorporated. The latest version is available via the City Airport & Heliport website listed above.

DOCUMENT HISTORY

Issue 1	May 2005 New Document produced by Barton Aerodrome Operations Ltd
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Issue 2	August 2007. New Issue produced by City Airport Manchester Ltd
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Issue 8	2014 – New issue produced by City Airport Ltd
Issue 8a	Oct 2014 - Minor amendments
Issue 9	September 2015 – Minor amendments
Issue 10	October 2016 – Minor amendments
Issue 11	September 2017 – Updated issue to reflect changes in procedures

Document Changes

The following summarises the changes in this edition;

PART 1 - INTRODUCTION

1.1 Purposes of the Handbook

1.1.1 This handbook is written by City Airport Ltd and contains instructions and information for pilots operating at City Airport.

1.1.2 All aircraft operations shall be conducted according to the requirements in this handbook.

1.1.3 The purpose of this handbook is to ensure, as far as practicable, the safe operation of the Aerodrome and Aircraft in the associated Aerodrome Traffic Zone, by stating policy and providing instructions and information.

1.1.4 Nothing in this Handbook must be taken as superseding the Legislation, Rules, Regulations, Procedures and information contained in the Air Navigation Order, the Air Navigation (General) Regulations, Rules of the Air and Air Traffic Control Regulations, the UK Aeronautical Information Publication, NOTAMs, Aeronautical Information Circulars or the Recommendations, Restrictions, Limitations and Operating Procedures published in Aircraft, Engines or Systems Manuals and Certificates of Airworthiness, or any Civil Air Publication or similar document published by the Civil Aviation Authority.

1.2 Distribution of the Handbook

1.2.1 Copies of this Handbook are made available to all operators based at City Airport & Heliport. Other operators may obtain copies on request from the Control Tower Reception. The Handbook is also made available on the airport website. www.cityairportandheliport.com/downloads

1.3 Amendment Procedures

1.3.1 This handbook is a working document and will, therefore, be the subject of an on-going review process. Please ensure that all amendments received are incorporated into this copy and recorded on the Amendment Record sheet.

1.3.2 Old issues of this document should be destroyed or marked as “superseded” if required for reference purposes.

1.3.3 Changes will be marked by a vertical bar.

1.3.4 There are no supplements added during the validity period. Any significant amendments will trigger a re-issue of the entire document as a new version will be produced. The City Airport website will always carry the current version. The responsibility ensuring the current version is used lies with the handbook holder.

Handbook Contents

PART 2 - GENERAL INFORMATION

2.1 City Airport Aviation Safety Policy

2.1.1 City Airport Ltd is committed to ensuring the safe operation of all aviation activities within the airport and associated ATZ also protecting the Health and Safety of all company personnel, contractors, visitors and neighbours, by incorporating the highest safety standards into its operating procedures.

2.1.2 Safety at City Airport and Heliport shall be afforded the highest priority over commercial, environmental or social pressures in so far as is reasonably practicable.

2.1.3 City Airport Ltd will implement appropriate strategies to identify, analyse and manage the risks associated with the airport activities with the following objectives:

- Provide objective information to decision-makers.
- Reduce health, safety and environmental risks as far as reasonably practicable.
- Minimise financial and reputational losses and maximise the opportunities.
- Identify cost-effective risk treatment options.
- Ensure appropriate Insurance cover is maintained.

2.1.4 City Airport Ltd will regularly identify and assess the risks associated with the company business activities and take appropriate action to prevent, or reduce the impact of events that could affect the delivery of the expected business benefits.

2.2 City Airport Safety Management Structure

2.2.1 City Airport is operated and managed by City Airport Ltd, a subsidiary of Peel Holdings. For CAA Licencing purposes, the airport is licenced as Manchester Barton (EGCB).

2.2.2 Details of the full Company Safety Management Structure and Responsibilities are published within the Aerodrome Manual. Details of ATS procedures are contained within the FIS Local Instructions Manual. Reference to these documents is available on request from the Operations Director.

2.2.3 City Airport Ltd has a safety committee which is chaired by a member of the airfield operations team. Representatives from each of the resident operators are invited to attend.

2.2.4 The committee will convene to discuss aircraft incidents or accidents on or within the vicinity of the aerodrome and also for any alleged or reported breaches or regulations. The committee may also discuss other operational and safety-related matters at the aerodrome.

2.3 Person in Charge of the Aerodrome

2.3.1 At all times of operations, an Airfield Duty Manager is designated.

2.3.2 The Airfield Duty Manager has overall control of all airside operations which includes final decisions on the availability of the airfield for all aerodrome users. The Airfield Duty Manager has authority to grant, refuse or restrict permission for any movement on the airfield, with consideration to safety, weather, aircraft types, noise restrictions, airfield surface conditions or acting on behalf of the company for administrative/financial reasons.

2.3.3 Any incidents/accidents or other occurrences must be reported as soon as possible to the Airfield Duty Manager who will take any action as required.

2.3.4 Where the Operations Manager or an Airfield Duty Manager is not on site an Officer In Charge will be nominated.

2.4 Emergency Situations

2.4.1 On observing an emergency situation, non-staff members should not become involved in the airfield emergency response. The airfield has a robust emergency procedure which is regulated by the CAA and practised by staff regularly in conjunction with the external Fire, Police and Ambulance Services.

2.5 Aeronautical Information

2.5.1 Full published information for the airport is published within the UK AIP, listed under 'Manchester Barton'. The UK AIP is available from the Aeronautical Information Service website; www.ais.org.uk

2.6 Opening Hours

2.6.1 Under normal circumstances, the airport will be open daily with the exception of 25th, 26th December and 1st January.

2.6.2 The airport is available for use by aircraft during the following times (all times local):

Summer Hours (From start of BST until end of BST)
From 0815 until 2000 or Sunset (whichever is sooner)

Winter Hours
From 0900 until sunset

Note: Sunset is 30 minutes before official night. The Airport Closure Time will be published daily on the Computer ATIS and Airport Website.

2.6.3 On other days as promulgated by NOTAM, the airfield may be unlicensed, closed or restricted in use.

2.6.4 Fixed winged aircraft movements may be permitted during daylight hours outside the normal opening times, subject to prior approval from the Airfield Duty Manager. The airfield may be unlicensed during this period. Additional procedures/restrictions and additional charges may be applied.

2.6.5 The airfield is used H24 by Emergency Services Helicopters.

2.6.6 Other non-emergency helicopter movements may be permitted between 0700-0030hrs (local) subject to prior approval from the Airfield Duty Manager. The airfield may be unlicensed during this period. Additional procedures/restrictions and additional charges may be applied.

2.6.7 The Airfield Duty Manager will make the final decision daily on airfield opening, with regard to airfield surface conditions.

2.6.8 No pilot shall fly an aircraft (except helicopters), from the Airport, when it has been declared closed to fixed wing aircraft by the Airfield Duty Manager due to surface conditions.

2.6.9 If the airfield has been deemed closed by the Airfield Duty Manager for any other reason, such as weather deterioration, no pilot, including helicopter pilots shall fly an aircraft from the Airport.

2.6.10 Single-engined fixed winged aircraft in excess of 1500kg, and/or any multi-engined fixed winged aircraft require specific Prior Permission before each operation. This may be obtained from the Airfield Duty Manager. Any decision will be made with regard to aircraft performance, weather, surface conditions, noise considerations and safety.

2.7 Air Traffic Service

2.7.1 An Aerodrome Flight Information Service is provided by licenced officers (FISOs) throughout the hours of aerodrome operations.

2.7.2 The service is regulated by the CAA and provided in accordance with CAA CAP797 and Local Instructions Manuals approved by the CAA.

2.7.3 The callsign of the Aerodrome Flight Information Service is 'Barton Information'.

2.7.4 Further information on specific procedures is available from the Operations Director or the Airfield Duty Manager.

2.7.5 Movement records are maintained which record all flights, including destinations and take-off/landing times.

2.7.6 All RTF communications on 120.250mHz are digitally recorded. Any applications to review a recording must be made in writing to the Operations Director.

2.7.7 The UK AIP states that the use of the AFIS frequency should be restricted as far as practicable to within 10nm of the aerodrome and 3000ft. This is to prevent interference with other ATC units on the same frequency.

2.8 Rescue and Fire Fighting Requirements

2.8.1 The Airport provides RFFS Category One during normal operating hours.

2.8.2 Should the RFFS facility become unavailable, the airfield becomes unlicensed and no flights requiring the use of a licenced aerodrome will be permitted.

2.8.3 Aircraft already airborne which require a licenced aerodrome will be advised by the Duty FISO. The Pilot in Command will then be responsible for deciding whether to continue the flight or divert elsewhere.

2.9 Pre-Flight Briefing

2.9.1 A Computer ATIS is provided which provides the following information:

a) Runway in use
b) QFE / QNH
c) Unofficial Weather Observation
d) Runway State

2.9.2 When booking out, pilots must obtain the current information and designator. On initial RTF call, the pilot should state the information designator received, QFE or QNH appropriate to the detail and request taxy.

2.9.3 Met information (METARs, TAFs, Form 214 / 215) NOTAMS and other AIS information can be obtained from the pilot briefing PC in the control tower reception.

2.10 Reporting of Persons on Board

2.10.1 On initial taxy request, the pilot must state the number of persons on board (POB).

2.11 Flight Plans

2.11.1 Blank Flight Plan forms are available and may be submitted through the Duty FISO. It is recommended that all flights departing from the airport, which require a fight plan, are submitted via the Duty FISO, as these can then be validated and submitted directly into the Flight Planning System.

2.11.2 The Duty FISO will also activate/amend flight plans on request.

2.11.3 Please note that City Airport does not have any instrument or approach/navigational aids. All arrivals and departures must operate under VFR/VMC only.

2.11.4 Pilots flying IFR should plan routings that avoid controlled airspace and for arrivals must plan a suitable alternative in the event that flight conditions preclude flight in VMC on arrival. Advice is available from the Airport Duty Manager.

2.11.5 Further useful information and downloadable Flight Plan forms are available from the City Airport Website www.cityairportandheliport.com

2.12 Booking In and Out

2.12.1 Unless otherwise agreed, all pilots departing or arriving at the Airport shall book out within the Control Tower Reception. Payment of Landing Fees / Fuel etc shall also be made here.

2.13 Flights out of the UK and to the Isle of Man, Ireland and the Channel Islands.

2.13.1 Pilots must comply with the Prevention of Terrorism Act 2005 by completing the General Aviation Report (GAR) then faxing/emailing it to- Counter Terrorism Unit, Customs & Immigration and City Airport. These are available from the Control Tower Reception. It is recommended that the GAR report is filed via the Duty FISO. This enables the airport to fulfil its obligations in ensuring the correct reports are completed. Further guidance for flights out of the UK and to the Isle of Man, Ireland and the Channel Islands can be found on the City Airport Website www.cityairportandheliport.com

2.14 Apron / Manoeuvring Areas

2.14.1 All personnel on the apron or manoeuvring areas of the airfield should wear or be accompanied by a person wearing a BS EN 471 compliant high visibility jacket/waistcoat.

2.14.2 Access to Apron / Manoeuvring areas is restricted to those persons with a specific requirement to be 'airside'.

2.14.3 All hangars, fuelling areas, the apron and manoeuvring areas are No smoking.

2.14.4 The use of mobile phones and other electrical equipment when within any fuelling area is prohibited.

2.14.5 The apron area is defined on the diagram which follows. No person may enter the manoeuvring part of the aerodrome without specific permission from the Duty FISO.

2.15 Temporary Closure of Runway 14/32 and aircraft parking

2.15.1 When Runway 14/32 is notified as closed due to aircraft parking, the parking of aircraft is permitted south of the 32 threshold utilising the guidance 'T' markings. (See diagram below). Parking of aircraft within this area and manoeuvring of aircraft to/from the area requires permission of the Duty FISO.

2.15.2 Aircraft parking should not interfere or block access to the Avgas Fuel pumps by helicopters. Reference should be made to Paragraph 3.30

2.15.3 Pedestrian access to and from this area may be made when it is in use for aircraft parking. A good look-out must be maintained for moving aircraft and helicopters at all times, giving way as necessary.

2.15.4 **Security**

2.15.5 The airfield is monitored by CCTV for the purposes of crime prevention, safety and security. The system is controlled by City Airport Ltd.

2.15.6 Any person seen to be acting suspiciously or in an unsafe manner should be reported to the Airfield Duty Manager.

2.16 Aircraft Parking

2.16.1 The running of aircraft engines within hangars is not prohibited. Aircraft must not taxy into a hangar with the engine running. The cutting of the engine and rolling into a hangar is also not permitted.

2.16.2 Aircraft must be removed from the fuel pumps immediately after refuelling. Engine checks should not be completed on the fuel pumps.

2.16.3 Aircraft must be left with the brakes off whilst on the fuel pumps.

2.16.4 The grass area alongside the Avgas fuel pumps must not be used for parking. Aircraft not engaged in fuelling must not park on or near the marked 'H's which are reserved for the fuelling of helicopters.

2.16.5 Pilots should contact the Duty FISO via RTF to request a suitable parking position.

2.17 Aerodrome Flight Information Service

2.17.1 The Airport operates an Aerodrome Flight Information Service. The FISO will issue advice and instructions to pilots on the ground. Pilots must obtain permission to move on the manoeuvring area or apron while the aircraft is under its own power.

2.17.2 On initial radio call, pilots should state their intentions i.e Destination or general flight intentions, and persons on board.

2.17.3 Flight details are categorised as per below:

Local Flight – A flight which departs Barton and lands back at Barton WITHOUT landing at any other airfield.

Circuits – A flight which involves the aircraft remaining in the circuit at Barton.

Land Away – A flight which departs Barton and LANDS at another airfield. Please state destination on the initial call.

2.17.4 Full details of the procedures followed by the Flight Information Service Officers (FISOs) are published within the FIS Local Instructions Manual available from the Operations Director.

2.18 Runway in Use

2.18.1 The FISO will select the runway in use with regard to surface conditions, operational requirements, aircraft performance and wind conditions. Normally this will be the runway most closely aligned with the surface wind.

2.18.2 Pilots may request use of an alternative runway. Subject to availability, this will be permitted although pilots may expect a delay subject to aircraft using the runway in use.

2.18.3 Runway 14/32 and 02/20 may be closed at times for aircraft or vehicle parking. Information on its status and availability can be obtained from the Duty FISO and will also be published on the Computer ATIS and by NOTAM.

2.18.4 Approaches to runways notified as temporarily closed should not be made below 500ft agl.

PART 3 - OPERATIONAL RULES AND PROCEDURES

3.1 Category 'A' and Category 'B' priority flights

3.1.1 Category 'A' and Category 'B' Police and Air Ambulance helicopter flights take place H24 from the Aerodrome. Pilots should afford these flights priority where possible, subject to rules of the air and safe operation.

3.2 Engine Starting Precautions and Run up Procedures

3.2.1 A call of "clear prop" must be made prior to starting if there is the slightest doubt that there may be somebody in the vicinity of the aircraft. Where fitted, the rotating beacon anti-collision light shall be switched on prior to engine start.

3.2.2 Prior to starting, the aircraft should be positioned to ensure that the propwash does not cause any additional hazard to other parked aircraft, persons, property or be blown into hangars. Engines must not be started within hangars.

3.2.3 In the event of an engine fire during start the relevant checklist must be completed and if time allows the Duty FISO informed via RTF. The aircraft should be evacuated, remembering to remove the fire extinguisher. The decision to use the extinguisher should be made only after consideration of personal safety.

3.2.4 Prior to carrying out Power Checks, the aircraft must be in a suitable position, usually the runway Holding Point unless otherwise instructed by the FISO. The aircraft should be parked into the wind and the area behind the aircraft clear, especially of lighter microlights. The relevant checklist should then be completed.

3.2.5 Engine runs for any test purposes, even for a brief period, should be completed well away from other aircraft. Pilots shall request a suitable area from the FISO when requesting taxy permission.

3.2.6 **Engine runs of any aircraft on the aerodrome must not be completed under any circumstances without a pilot in command or maintenance engineer at the controls irrespective of any tie-downs or chocks used.**

3.3 Hand Swinging of Propellers

3.3.1 Where it is required to hand swing the propeller of an aircraft, this must only be carried out with either the cockpit occupied by a competent person or the aircraft must be tied by the tailwheel/skid to a secure tie down. In either case, the aircraft should also be chocked and should where possible, point in a line well clear of other aircraft/obstructions and persons.

3.3.2 A competent person is a person trained to close the throttle and turn off the magnetos and fuel should an emergency occur.

3.4 Use of external power to assist engine start

3.4.1 The use of external power supplies to assist with engine start (eg car batteries) is only permitted when prior authorisation has been given by the Airport Duty Manager. The Airport Duty Manager will ensure that the start is carried out in a safe manner and area, under the supervision of the Airport Fire Service.

3.5 Taxy Procedures

3.5.1 The movement of aircraft, persons or vehicles on the manoeuvring area and the movement of aircraft on the apron are at all times subject to permission from the Duty FISO.

3.5.2 Pilots must exercise extreme caution when taxying on any part of the airfield.

3.5.3 To avoid damaging the grass, brakes, especially differential brakes, must not be used unless absolutely necessary.

3.5.4 At times when standing water or muddy areas are present on the airfield, pilots should take advice from the Duty FISO as to the route they should follow.

3.5.5 Each runway when in use is safeguarded by a runway ‘strip’ for the protection of aircraft using the runway. When taxying, aircraft must ensure a separation of at least 30m from the edge of the Runway In Use to ensure the Runway ‘Strip’ is not infringed.

3.5.6 Pilots should follow all taxy instructions issued by the Duty FISO. If a pilot feels it is unsafe to do so or is unable they should advise the FISO they are unable to comply.

3.6 Take-Off

3.6.1 Prior to reporting ready for departure, the approach to the runway should be checked for other traffic in order to prevent unnecessary RT.

3.6.2 Pilot’s should not request to ‘lineup in turn’ as FISO’s are not permitted to allow an aircraft to line up on the runway until a preceding departing aircraft has commenced the take-off roll, therefore pilots will be instructed to hold position until the FISO is able to grant permission to pass the holding point for departure.

3.7 Turns After Take Off

3.7.1 Climbing turns after takeoff should not normally be commenced below a height of 500 AGL except as indicated at para 3.8. The bank angle should be restricted to 15 degrees.

3.7.2 Should pilots wish to make an early turn below 500ft AGL on take-off, this may be permitted for safety reasons only and as permitted in para 3.8. Except where it is standard practice using runway 20, the FISO must be informed prior to the commencement of the take-off roll if a pilot wishes to make an early turn to ensure that other aircraft/helicopters can be advised by the FISO.

3.8 Departures when using Runway 20

3.8.1 To minimise local noise disturbance when departing from Runway 20 and when safe to do so, upon reaching the Manchester Ship Canal aircraft should commence a right turn onto crosswind to avoid overflying the residential areas of Flixton and Irlam.

3.9 Departing the circuit

3.9.1 When departing the circuit, care must be taken not to conflict with the existing circuit pattern. It is preferable for departures to leave the ATZ by extending either the climb out, cross-wind or downwind leg until outside the ATZ.

3.9.2 Pilots should report on the RTF when leaving the ATZ, stating the direction of departure. Ie; 'G-CD departing to the North West'

3.9.3 Pilots **must** advise the FISO when leaving the frequency.

3.10 Circuit Procedures and Lookout near and within circuit

3.10.1 All overhead joins should be completed at 1800ft Barton QFE. If it is not possible to maintain this height (ie due to low cloud base), then the FISO should be informed so that other aircraft operating within the circuit can be advised as necessary.

3.10.2 The circuit height for fixed-wing aircraft is 1000 feet Barton QFE.
Helicopters should operate circuits, not above 500 feet Barton QFE.

3.10.3 Normal circuit direction is Right Hand for runways 26L, 26R, 20 and 14. Runways 08L, 08R, 02 and 32 are Left Hand. Variations on this are permitted for training, weather or operational requirements providing that the FISO is informed.

3.10.4 When making non-standard circuits, Left/Right base reports should be made.

3.10.5 Pilots should maintain a good lookout for other traffic. This is particularly important in the Aerodrome Traffic Zone or in and approaching the circuit.

3.10.6 The Duty FISO will advise known traffic information when appropriate, and when aircraft report downwind, will advise the number of aircraft known ahead in the circuit. It remains the responsibility of the pilot to position accordingly with other traffic as the FISO is not permitted to determine the landing order.

3.10.7 A good lookout must be carried out commencing any turn in the circuit. The final approach must also be checked, particularly for traffic joining 'straight in', before commencing that turn.

3.10.8 Pilots of high wing aircraft should raise the wing in the direction of the intended turn prior to turning in order to properly inspect that area.

3.11 Local Area Warnings

3.11.1 Paramotors operate non-radio from a site approximately 2.5nm West of the airfield during daylight hours.

3.11.2 Model Aircraft Flying takes place from a site approximately 2.5nm WNW of the airfield during daylight hours.

3.12 Aircraft Types and performance

3.12.1 Pilots should be aware that a diverse range of fixed-wing aircraft types may operate at the same time within the circuit. Aircraft may, therefore, fly a range of differing speeds and approach profiles within the circuit. For example, pilots should be aware that 3-axis lightweight 'microlights', whilst being able to fly a relatively fast downwind at around 100knots, may slow on final to less than 50knots.

3.12.2 Gyrocopters operate from the airfield. If operationally capable, gyrocopters should conform to the standard circuit flown by fixed-wing aircraft. Any alternative method of operating must be agreed with the Duty FISO prior to the flight.

3.12.3 Pilot's of other aircraft should be aware that gyroplanes may often fly a tighter base leg within the circuit, and will establish a higher approach / steeper descent profile when established on final.

3.13 Orbits within the circuit

3.13.1 **Orbits by any aircraft type should not be completed within the circuit pattern.**

3.13.2 In the case where an aircraft is 'catching up' on an aircraft ahead, then the aircraft following should either continue around the circuit and make a go-around on the deadside, or adopt the 'slow safe cruise' appropriate to the aircraft type to aid spacing, informing the FISO of its intentions.

3.14 Standard approaches

3.14.1 Approaches to runways must not be continued below 200ft aal when:

a) The approach ahead or runway is occupied or obstructed by aircraft, vehicles or personnel.
b) The pilot in command feels that the approach or landing is becoming unsafe.

3.14.2 In the event of a go-around, refer to para 3.16.

3.15 Approach and Landing Training

3.15.1 For training purposes, low approaches below 200ft aal may be conducted when the approach ahead and runway are not occupied or obstructed by aircraft vehicles or personnel.

3.15.2 The intention to make a low approach (and go around) or touch and go should be reported as part of the downwind call. The FISO will endeavour to state when the runway is occupied or there are aircraft ahead to utilise the runway.

3.15.3 Following a low approach or touch and go, provided the immediate climb out is not occupied climb straight ahead to 500ft following the standard circuit pattern. Please do not turn crosswind before the upwind end of the runway has been passed. Prior to turning crosswind check for rotary wing traffic which has departed into the helicopter circuit (500ft aal).

3.16 Go-Around Procedure

3.16.1 To initiate a Go-Around from a standard approach (200ft aal), manoeuvre the aircraft to the deadside of the runway, climbing parallel to the runway in use climbing to circuit height (1000ft aal) before turning crosswind.

a) Exercise caution when low flying in the go-around over aircraft on the ground, including helicopters air taxying, ground obstacles, personnel and vehicles.
b) Ensure aircraft ahead are kept in sight.
c) Do not manoeuvre onto the live side as this may conflict with helicopter operations.
d) Do not climb initially above 500ft aal until you have passed the upwind end of the runway in use, which ensures maximum separation between you and the aircraft joining overhead, flying crosswind at circuit height (1000ft aal).

3.16.2 As part of our noise abatement and bird avoidance procedures, **long-low, or fast intentional go-arounds / fly-bys along the runway must not be carried out**. Pilots having to go-around because of runway occupation must not fly low over landing aircraft.

3.17 Precautionary Circuits

3.17.1 Precautionary circuits may be conducted at 500ft aal for training purposes, providing that the FISO has been informed prior to positioning the aircraft or prior to the aircraft departure.

3.17.2 Where complexity of traffic conditions such that safe integration of precautionary circuits may not be possible, the Duty FISO may withdraw the availability of this procedure.

3.17.3 An instructor must be on board during the procedure. Due consideration must be given to other circuit traffic, allowing priority where possible to aircraft established in the standard circuit, subject to the provisions of the Air Navigation Order (Right of way).

3.17.4 The illumination of landing lights (where available), is mandatory whilst conducting this procedure.

3.17.5 Pilots conducting precautionary circuits must be aware of other circuit traffic, both within the fixed-wing circuit (1000ft aal) and also the helicopter circuit (500ft aal). The FISO will endeavour to pass appropriate traffic information.

3.17.6 Precautionary circuits may be flown either left or right hand, with exception of runway 14 which is right hand only and runway 32 which is left hand only.

3.17.7 The following additional procedures apply

a) When the Runway in use is either 08L/26R or 08R/26L, the precautionary 'fly-by' should be made overflying 08R or 26R accordingly. (simulating 08L or 26L as the runway being inspected for the purpose of the exercise).

The aircraft must not be flown North or South of the confines of 08L/26R or 08R/26L. This is to avoid conflict with helicopters engaged in manoeuvres that may be operating either side of the runway and to ensure that taxying aircraft are not overflown at a low level.

b) When the Runway in use is 02/20 or 14/32, the 'fly-by' must be confined to no more than 15 metres either side of the runway. This is no ensure that parked and taxying aircraft are not overflown at a low level and to ensure separation from other buildings and structures.

3.18 Joining the circuit

3.18.1 It is standard practice to make an overhead join at 1800ft Barton QFE. A gentle descent should be made to 1000ft Barton QFE circuit height on the deadside. It is important that the overhead descent is not commenced until the aircraft has entered deadside by passing over the threshold numbers of the runway in use. The crosswind leg should be flown on a track at 90 degrees to the runway.

3.18.2 Pilots should be aware that the deadside is a visual 'blind spot' for the FISO.

3.18.3 Pilots should be aware that at certain times for operational reasons, they may be requested to join downwind, base leg or final. The pilot must then state if he is able, and if not, must inform the FISO prior to entering the ATZ.

3.18.4 Aircraft intending to join on downwind, base leg or long final must ensure the FISO is informed prior to entering the ATZ.

3.18.5 Downwind, base leg of long final joins must be made with the aircraft established on the appropriate heading prior to entering the ATZ.

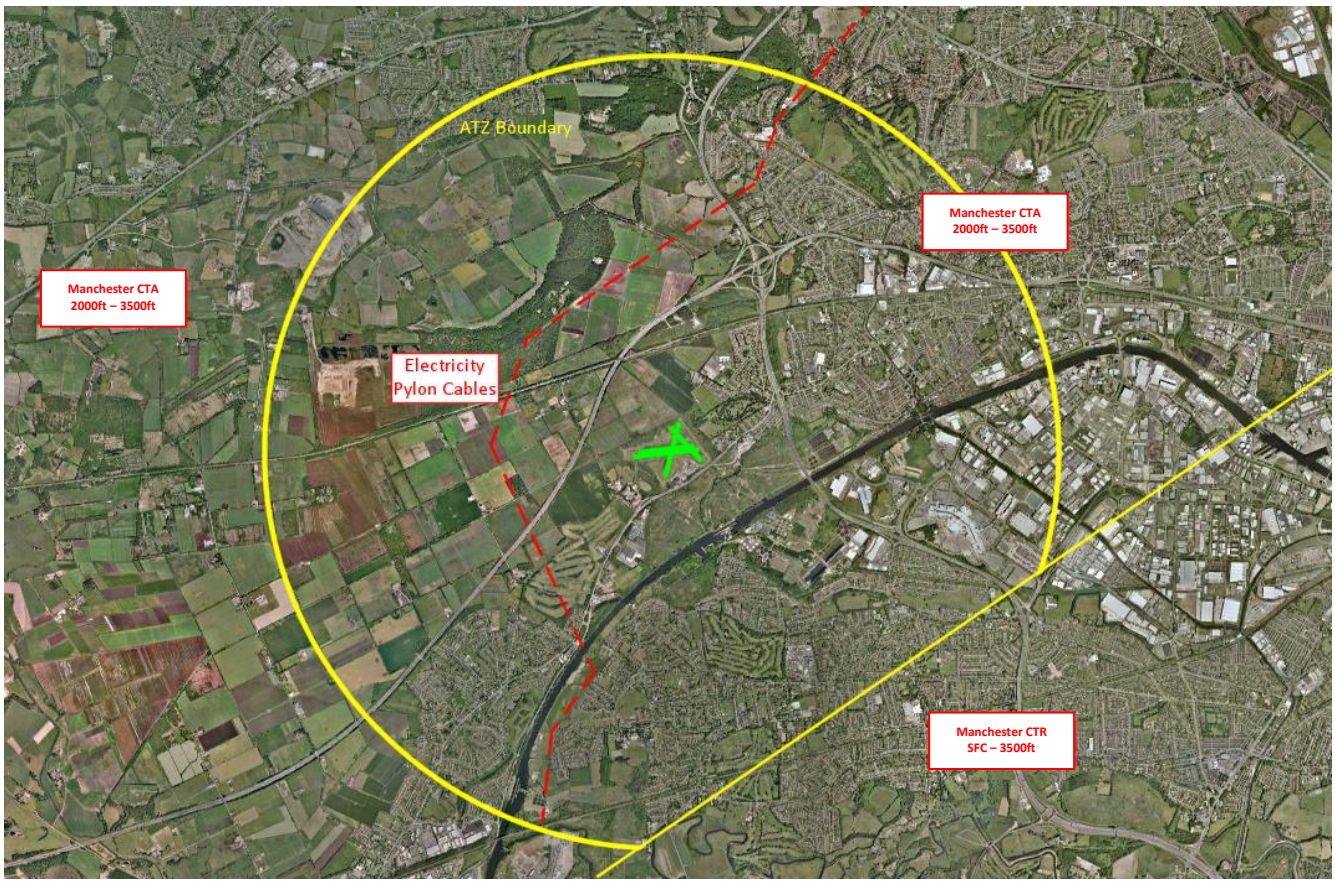
3.19 Circuit Flying

3.19.1 Pilot's should endeavour to ensure that circuits are flown within the ATZ (2nm radius centred on the airfield as displayed in the following diagram). In the event that the circuit is busy and traffic conditions are such, pilot's should exercise judgement and may consider the following options;

a) Operate the aircraft at a slower safe cruising speed in accordance with safe aircraft operating ability.

b) Go-Around and re-position within the circuit, advising the FISO of your intentions

c) Cease circuit flying or vacate the ATZ and rejoin when traffic levels have reduced.



3.20 Practice Forced Landings

3.20.1 Forced landings may be conducted overhead the airfield as long as the FISO has been informed prior to initial positioning for and prior to the commencement of the manoeuvre.

3.20.2 Where complexity of traffic conditions such that safe integration of practice forced landings may not be possible, the Duty FISO may withdraw the availability of this procedure.

3.20.3 An instructor should be on board during the procedure. Due consideration must be given of other circuit traffic, allowing priority where possible to aircraft established in the standard circuit, subject to the provisions of the Air Navigation Order (Right of way).

3.20.4 The illumination of the landing lights, (where available), is mandatory whilst practising forced landings overhead the airfield.

3.21 Practice Engine Failures After Take-off

3.21.1 These must not be carried out at the airfield unless an instructor is on board the aircraft.

3.21.2 Prior to carrying out the manoeuvre, pilots should report on the RTF using the standard phrase ‘Fanstop’.

3.21.3 Practice Engine Failures on climb out from Runway 08L, 08R and 14 are not permitted.

3.21.4 Practice Engine Failures on climb out from Runway 20 are not permitted as a matter of routine with the exception on an individual basis for specific circumstances such as First Solo check flights or Skills Test. The FISO must be advised prior to the flight commences.

3.22 After Landing Action

3.22.1 Unless otherwise instructed by the FISO or if the pilot considers that he will endanger the safety of his aircraft, after landing aircraft should vacate the runways as follows:

26L / 26R – Vacate Left
08L / 08R – Vacate Right
32 – Vacate left if able via runway 20, or if returning for departure, vacate right via 02 or at the end.
14 – Vacate left if returning for departure, otherwise vacate right
02 – Vacate right at any available exit or right at the end via A5.
20 – Vacate left if before abeam hold B1, otherwise vacate right and hold at B2

3.22.2 Pilots must ensure that the aircraft is slowed to a reasonable taxy speed before attempting to turn off the runway. Pilots should not use the aircraft brakes excessively in order to make a particular turn off.

3.22.3 In very exceptional circumstances a FISO; may ask a landing aircraft to 'expedite' to the next turn off. Great care must be taken with the control of the speed of the aircraft. If power is reapplied, the speed of the aircraft should not become excessive and require the heavy application of the brakes. Also bear in mind that if the surface wind is strong (15 Kts +) then, even with a modest amount of power, the aircraft is close to its stalling airspeed and therefore only a small proportion of its weight is on the main wheels. In this situation, it will become difficult to control laterally and could be in danger of being blown over by a gust of wind.

3.22.4 **The after landing checks should not be completed until the aircraft has vacated the runway and has taxied a suitable distance away *(minimum 30m or beyond the runway holding points)* from any runway.** It is common practice for aircraft to turn to face landing aircraft after vacating clear of the landing runway to complete the after landing checks.

3.22.5 Once after landing checks are completed, pilot's MUST request taxi permission to parking/fuel as appropriate.

3.22.6 Instructors who wish to release a student pilot should taxy onto Bravo taxiway, North of the control tower, or onto the main apron, before stopping and exiting the aircraft. This is as per Ops Notice 07/16. Instructors should not stop on runways to vacate, as all runways should be treated as 'live' all the time.

3.23 Police and Air Ambulance Helicopter Activities within the ATZ

3.23.1 To assist with the safe integration of operational Police and Air Ambulance helicopter flights within the ATZ, restrictions in flying may be implemented which may include suspension of overhead joins, overhead departures, take-off's, landings or circuit flying. The Duty FISO will advise aircraft accordingly. If the PIC is unable to comply the FISO should be informed immediately.

3.24 Instrument Flying

3.24.1 The Barton ATZ (with exception of that portion which lies within the Manchester CTR) is Class G. There is, therefore, no restriction on IMC flight. Where flights are conducted within IMC in the ATZ, regular position reports and intentions must be communicated to the FISO.

3.25 Night Flying

3.25.1 Night Flying is not permitted at the Airport with the exception of the Greater Manchester Police Air Support Unit and Pre-Approved Helicopter Operations in accordance with City Airport Ltd Out of Hours procedures published separately.

3.26 Noise Abatement and Local anti-noise Regulations

3.26.1 Pilots are to avoid, where possible, flying lower than necessary directly over the farm buildings on the climb out from Runway 26R.

3.26.2 Pilots should avoid flying low over the cemetery to the NE of the airfield

3.26.3 Pilots **must not** carry out 'run and break' manoeuvres within the circuit. (See Go-Around Procedures, Para 3.16.

3.27 Aerobatics within the Air Traffic Zone

3.27.1 Aerobatics are not normally permitted within the ATZ, unless pre-approved in advance by City Airport Ltd.

3.28 Aerobatics flights away from the Air Traffic Zone

3.28.1 Whilst it is recognised that the Airport Management cannot stipulate when or where pilots practise aerobatics, it must be appreciated that some members of the public find constant and repetitious flights over the same area very annoying. Pilots are therefore asked to protect the good reputation of the aerodrome and spread their practice sessions around geographically to reduce the sound impact.

3.28.2 Weekend avoidance of small villages would also assist maintain good links within local communities.

3.28.3 Complaints, from members of the public, must be dealt with by the pilot flying the aircraft once it is established beyond any doubt that it is their aircraft that has created the complaint.

3.28.4 If more than three complaints are recorded about one aircraft and it is found that the pilot of that aircraft has ignored the rules above. That pilot will be asked to report to City Airport Ltd in writing the reasons for their actions.

3.28.5 Note

All phone-in noise/nuisance complaints are logged and the Control Tower Reception staff will try to obtain the name, address and telephone number of the person contacting reception so that the aircraft owner can establish contact.

3.29 Fuelling Procedures

3.29.1 There are 3 main fuelling areas designated at the Airport. Avgas 100LL fuelling takes place at the fuel pumps adjacent to the Pemberton Hangar. Avgas UL91 & AVTUR fueling takes place East of the tower, from their respective bund tanks. A designated self-fuelling area is marked on the main apron for that aircraft self-fuelling with Mogas. AVTUR refuelling also takes place at the City Heliport facility.

3.29.2 The following rules and procedures apply when re-fuelling:

3.30 Fuelling Areas

Mogas Self Fuelling Zone

This designated area is for the use of those pilots who require to self-refuel using MOGAS in accordance with airworthiness notice No 98B. No smoking, mobile telephones or other sources of ignition are allowed in this area.

(a) Never leave the parking brake set
(b) Ensure magnetos and master switch are isolated, with keys out.
(c) Fuel must only be carried and dispensed from appropriate container acceptable to motor insurance companies.
(d) The aircraft and fuel container must be bonded to prevent static ignition.

AVGAS Refueling Pumps

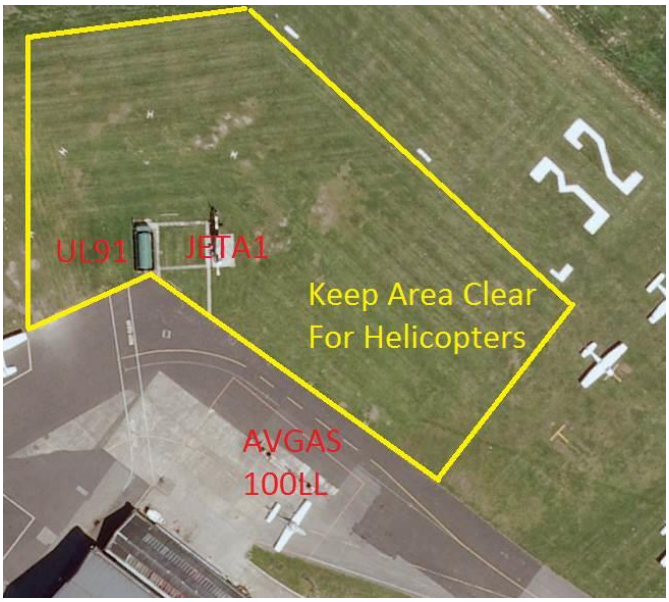
A fuelling zone is marked around the fuel pumps. This area is designed as the **Fuelling Zone**. No smoking, mobile telephones or other sources of ignition are allowed in this area.

(a) Never taxy directly towards the pumps.
(b) Never leave the parking brake set.
(c) Ensure magnetos and master switch are isolated, with keys out.
(d) Check **AVGAS** and not **AVTUR.**
(e) Pre-Flight Checks must not be carried out at the fuel pumps.
(f) Remove the aircraft from the pumps after it has been refuelled to a safe and convenient location that is not obstructing aircraft movements

Note:
Fuelling will normally take place from the Hangar side of the fuel pumps. In order to aid pilot positioning on the fuel pumps, a yellow broken guideline is marked. This provides a clearance of 10m from centreline to the fuel installation.

Aircraft taxying past the fuel pumps should follow the yellow broken guideline on the 32 Runway side. Pilots should exercise caution when refuelling is taking place and ensure a slow taxy speed is used. Note that when Helicopter Fuelling is taking place, this route is closed, indicated by the display of traffic cones.

Aircraft must not be parked on the grass area immediately adjacent to the Avgas Fuel Pumps, to facilitate the manoeuvring and parking of helicopters engaged in fuelling. This area is shown on the diagram that follows.



AVGAS UL91

Aircraft requiring AVGAS UL91 should position adjacent to the UL91 bund tank on the corner of the tarmac. Care must be taken to ensure aircraft are not affected by downwash from helicopters which may be operating from the Concrete Jet A1 pad adjacent.

JETA1 FUEL – Airport Facility

A landing pad is provided adjacent to the fuel bund. Use of the landing pad is at the discretion of the pilot.

White 'H's are marked on the ground around the bund tank. Please note the following;

a) The marked 'H's act as a visual guide to ensure adequate hose reach only.
b) The marked 'H's do not guarantee any clearance from helicopters parked adjacent. The pilot remains responsible for ensuring safe separation from adjacent helicopters.

3.30.1 Aircraft requiring Jet A1 (Diesel engines) should park alongside the Jet A1 facility on the Western side, or as instructed by the FISO or a member of fuelling personnel

3.30.2 All fuel spillages must be reported immediately to the fuelling personnel.

3.31 Use of Fuel Self Service Operation

3.31.1 Only persons aged 16 and over may operate the Fuel Pumps during Self Service Operations

3.32 Use of transponders within the Barton ATZ – Barton Conspicuity Squawk

3.32.1 In agreement with Manchester ATC and only when requested by the Duty FISO, aircraft fitted with transponders should squawk 7365, and were fitted, mode C should also be selected. Transponders should be switched off/standby when on the ground. Note 7365 is not a frequency monitoring SSR code.

3.33 Frequency Monitoring SSR Codes

3.33.1 To help local ATC units reduce zone infringements there are a number of frequency monitoring codes in use within the vicinity of Manchester, Liverpool and Warton. A full list of these monitoring codes and how they should be used can be found at www.airspacesafety.com/listen .

3.34 Use of RTF

3.34.1 Standard phraseology in accordance with CAA CAP 413 should be used at all times.

3.34.2 The Prefix "Student" shall be added to initial calls to indicate to the FISO and other users that the flight is operating as a solo training flight.

3.34.3 Guidance on RTF procedures can be given at the VCR.

3.34.4 Action in the event of RTF Failure

3.34.5 In the event of RTF failure whilst flying within the circuit, pilots should continue flying a standard circuit to a full stop landing. A lookout should be made for light signals from the Control Tower. Blind RTF position reports should be made.

3.34.6 In the event of an RTF failure whilst flying away from the circuit, but returning to the airport, pilots should select 7600 on the transponder and make an overhead join at 1800ft Barton QFE. Selection of Transponder Squawk 7600 will ensure that radar equipped units are aware of your radio failure, who should, in turn, inform Barton Information. Join the circuit as standard, checking the signals square and look out for light signals from the Control Tower. Blind RTF position reports should be made.

3.35 Action when uncertain of position and lost

3.35.1 Should a pilot become unsure of his position whilst in RTF contact with the Duty FISO, then the pilot should inform the Duty FISO of this fact.

3.35.2 The Duty FISO will then make efforts to assist in establishing your location.

3.36 Actions in the event of an Emergency

3.36.1 Should an emergency occur during flight, the pilot should inform the Duty FISO at the earliest opportunity. This will allow the FISO to give priority and assistance as necessary.

3.36.2 On receiving an emergency or distress call from another aircraft, once the FISO has acknowledged the call, pilots are advised to maintain radio silence unless otherwise advised or when able to offer assistance.

3.37 Wake Turbulence

3.37.1 The combined operation of aircraft, helicopter, larger military helicopters and microlights means that consideration to spacing and the use of power during ground operations requires consideration.

3.37.2 Responsibility for separation for wake turbulence rests with the Pilot in Command.

3.37.3 When taxying behind other aircraft always be aware of the prop wash. This is particularly important as the aircraft moves from a stationary position or when an aircraft is carrying out power checks.

3.38 Windshear

3.38.1 Windshear and Turbulence can be expected on approaches to all runways. In particular, conditions may be more prominent during the following conditions:

a) Runway 26L/26R Approach and 08L/08R Climbout - Additional turbulence/wind shear during strong winds (any direction) and/or high temperatures.

b) Runway 20 approach - Additional turbulence/wind shear particularly during southeast to South winds.

c) Runway 32 Approach - Additional turbulence/wind shear during strong winds (any direction) and when crossing Dual Carriageway (A57) prior to the threshold.

d) Runway 02 Approach - Additional turbulence/wind shear particularly when crossing Dual Carriageway (A57) prior to the threshold.

3.39 Bird Hazard

3.39.1 The risk of bird strikes at the Airport increases during periods of wet weather or during periods of re-seeding.

3.39.2 Be aware that there are Herons regularly flying across the aerodrome at heights between 100 and 500 feet.

3.39.3 It is mandatory for all bird strikes to be reported. The pilot must inform the Duty FISO who will complete a Bird Strike Occurrence Report.

3.40 Non Radio Procedures

3.40.1 Any aircraft wishing to depart 'non-radio' must inform the FISO prior to taxy the aircraft advising the aircraft registration and type, the estimated departure time and flight intentions. The FISO will brief the pilot and give relevant airfield information. The FISO may impose restrictions for safety subject to operational requirements.

3.40.2 Non-radio aircraft must obey all light signals from the Control Tower.

3.40.3 Pilots which depart non-radio to another airfield must telephone the Duty FISO prior to the return flight to advise on ETA and to obtain the latest airfield information. Should this flight then be cancelled, the Duty FISO must be informed.

3.40.4 The Duty FISO will take overdue action on aircraft which fail to arrive after 30 minutes from their ETA.

3.40.5 A Signal square is provided adjacent to the Control Tower to aid the identification and confirmation of runway in use. The signal square displays a 'T' indicating the runway direction and will indicate if a right-hand circuit is in operation. It should be noted that the signal square does not indicate the designated Left or Right runway when runway 08/26 is in use, therefore PPR is essential to ensure the correct runway is identified.

3.41 Low Visibility Procedures

3.41.1 There are no specific low visibility procedures at the Airport.

3.41.2 Subject to the Air Navigation Order Rules of the Air as amended, minimum VFR visibility requirements helicopters operating within the vicinity of the airfield in reduced visibility must remain within visual contact with the Control Tower at all times.

3.42 Infringement of Controlled Airspace

3.42.1 All users of City Airport are asked to ensure they pay close attention to the proximity of Controlled Airspace in the immediate vicinity. In particular, care should be taken to observe lateral and vertical limits of airspace, when routing inbound and outbound from the airport.

3.42.2 Further guidance can be found at the back of this handbook.

3.42.3 Any infringement or alleged infringements of controlled airspace should be reported in the first instance to the Duty FISO.

3.43 Occurrence Reporting

3.43.1 The ANO requires any occurrence under the following headings to be reported:

(a) Damage to the aircraft.
(b) Injury to a person.
(c) The use of a procedure in flight to overcome an emergency.
(d) The impairment during flight of the capacity of any member of the crew to undertake the functions to which his licence relates.
(e) The failure of an aircraft system of any equipment of an aircraft.
(f) An occurrence arising from the control of an aircraft in flight by its crew.
(g) Failure or inadequacy of facilities or services on the ground used or intended to be used for the purposes of or in connection with the operation of an aircraft.
(h) An occurrence arising from the loading or the carriage of passengers, cargo or fuel.

3.43.2 All occurrences on the airfield or within the ATZ must be reported in the first instance to the Duty FISO, who will then pass this information to the Airfield Duty Manager.

3.43.3 Occurrence Report forms (CA1673) are available from the Duty FISO.

3.43.4 Reports may also be made online at www.cityairportandheliport.com/contact-us/occurrence-report-form

3.44 Legal requirement to report notifiable accidents

3.44.1 An accident must be reported, if between the time when anyone boards an aircraft with the intention of flight and such time as all have left it:

3.44.2 Anyone is killed or seriously injured in or on the aircraft, or by direct contact with any part of the aircraft (including any part which has become detached from it) or by direct exposure to jet blast, except when the death or serious injury is from natural causes, is self-inflicted or is inflicted by other persons or is suffered by a stowaway hiding outside the areas normally available to the passengers and the crew; or…..

3.44.3 The aircraft incurs damage or structural failure, other than

a) Engine failure or damage when the damage is limited to the engine, its cowling or accessories.

b) Damage limited to the propellers, wing tips, antennae, tyres, brakes, fairings, small dents or punctured holes in the aircraft skin, which do not adversely affects its structural strength, performance or flight characteristics and which would normally require major repair or replacement of the affected component; or

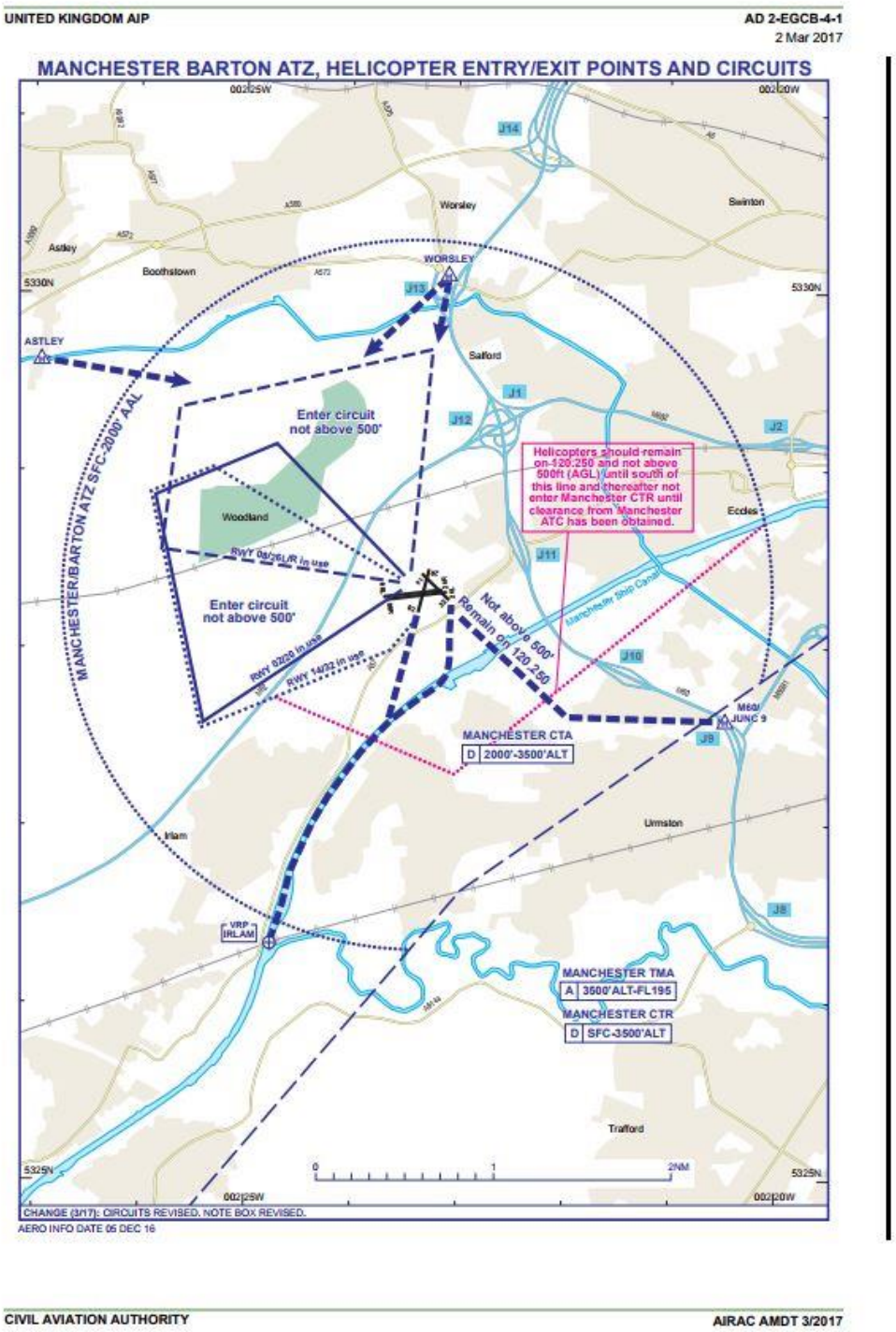
(c) The aircraft is missing or completely inaccessible.

3.44.4 When a reportable accident occurs the aircraft commander (or, if the commander is killed or incapacitated), the operator must tell the Department of Transport Air Accident Investigation Branch by the quickest means available. Where the accident occurs in or over the UK the local police authority is also to be told.

PART 4 - HELICOPTER SPECIFIC RULES AND PROCEDURES

4.1 Helicopter Arrival Procedures

4.1.1 Details of Arrival Routes are Published within the UK AIP Entry for Manchester / Barton (EGCB). The current version is available from www.ais.org.uk



4.1.2 **Astley:** Pilots should enter the helicopter circuit (not above 500 ft agl) and then position to the Airfield, landing at either the Runways 20, 14 thresholds or directly into Helicopter Training Area North (HTAN).

Irlam: Pilots should fly not above 500ft agl once within 1nm of the aerodrome, routing directly to the Airfield, landing at the Runways 02 or 32 thresholds. Helicopters may fly above 500ft agl at Irlam in order to comply with the rules of the air and reduce their noise footprint on local residents.

Worsley: Pilots should enter the helicopter circuit (not above 500 ft agl) routing directly to the Airfield, landing at the Runways 20, 14 thresholds or directly into Helicopter Training Area North (HTAN).

4.1.3 Helicopters inbound from the East (with the Manchester CTR), should plan a routing that remains clear of the fixed winged circuit in use. This may be direct to the 02 / 32 thresholds from the South or routing in via 'Worsley' from the North East.

4.1.4 Helicopter approaches to Runway 32 threshold are not permitted when the runway is closed due to aircraft/vehicle parking.

4.1.5 All helicopters routing inbound should obtain airfield information prior to selecting a joining point.

4.1.6 **Note:** Subject to circuit traffic and to aid traffic separation ATS may request an alternative routing.

4.2 Helicopter Departure Procedures

4.2.1 Helicopters must request rotor start from ATS with exception of helicopters operating from the Police Air Support Unit and the Heliport.

4.2.2 Helicopters must not lift until in receipt of a positive instruction to taxi, or the phrase "Take off at your discretion" has been obtained.

4.2.3 Subject to traffic, helicopters may be requested to depart direct or via a specified runway.

4.2.4 Departure routings should be planned so that they do not route against the final helicopter approach for that particular runway in use.

4.2.5 Helicopters should not overfly the area of the airfield immediately North of the Police Air Support unit below 200 ft aal due to Control Line Model Flying which takes place.

4.3 Helicopter General Procedures

4.3.1 Helicopters should not be flown above a height of 500 feet whilst in the Barton ATZ, unless practising emergency procedures. In this instance, the Duty FISO must be informed of the pilot's intentions prior to commencing a manoeuvre.

4.3.2 On occasions, helicopters may transit the ATZ providing the FISO is fully informed before entry into the ATZ. The FISO will pass appropriate traffic information to assist the pilot in making a safe transit through the ATZ.

4.3.3 Helicopter training circuits are carried out not above 500ft aal. These normally take place under the fixed winged circuit remaining clear of the runway in use. Normal helicopter training circuits must be conducted in accordance with paragraphs 4.3.4 – 4.3.9 (inclusive).

4.3.4 Helicopters should avoid flying low over the cemetery and built up areas east of the Airfield, and the buildings adjacent to the Police Air Support Unit on the Western Airfield Boundary. Helicopters should also avoid flying low over farm buildings in the vicinity of the airfield and within the ATZ.

4.3.5 Helicopter Autorotation practice must not be commenced from above 500ft within the ATZ without first informing the Duty FISO. In any case, unless the FISO is notified, the practice must remain well clear of any runway in use. When commencing an autorotation from any height, the Duty FISO should be advised of the aiming point being used for the manoeuvre.

4.3.6 Helicopters must not be left parked unattended with engine running unless rotors are disengaged and the helicopter is parked in a supervised area well away from other aircraft and personnel.

4.3.7 Helicopters must ensure that they give adequate safety clearance (minimum 50 m) with consideration for downwash when operating in the hover close to the Runway in Use.

4.3.8 When air-taxying, helicopters must not make erratic manoeuvres especially when close to other parked aircraft or runways in use.

4.3.9 Helicopters crossing runways should do so at 90 degrees where possible.

4.4 City Heliport

4.4.1 Specific Briefing Information is available on request in a separate document (City Airport Ltd Document CA-REF-019) for helicopters that use the City Heliport Facility.

4.5 Helicopter RTF

4.5.1 Standard phraseology as detailed in CAP413 should be used. The Prefix “Helicopter” shall be added to the helicopter callsign to improve situational awareness for all airspace users.

4.5.2 Initial departure and RTF calls should also be prefixed with 'student' to indicate to the FISO and other users that the flight is operating as a solo training flight.

4.5.3 On initial RTF call prior to departure, pilots should include the following information. aircraft callsign, persons on board, position parked and intentions

(ie: Departure to 'destination' / Local Flight / Circuits / Hover Training)

4.5.4 The FISO will then provide aerodrome information and any instructions as required for air taxy, runway crossing and departure.

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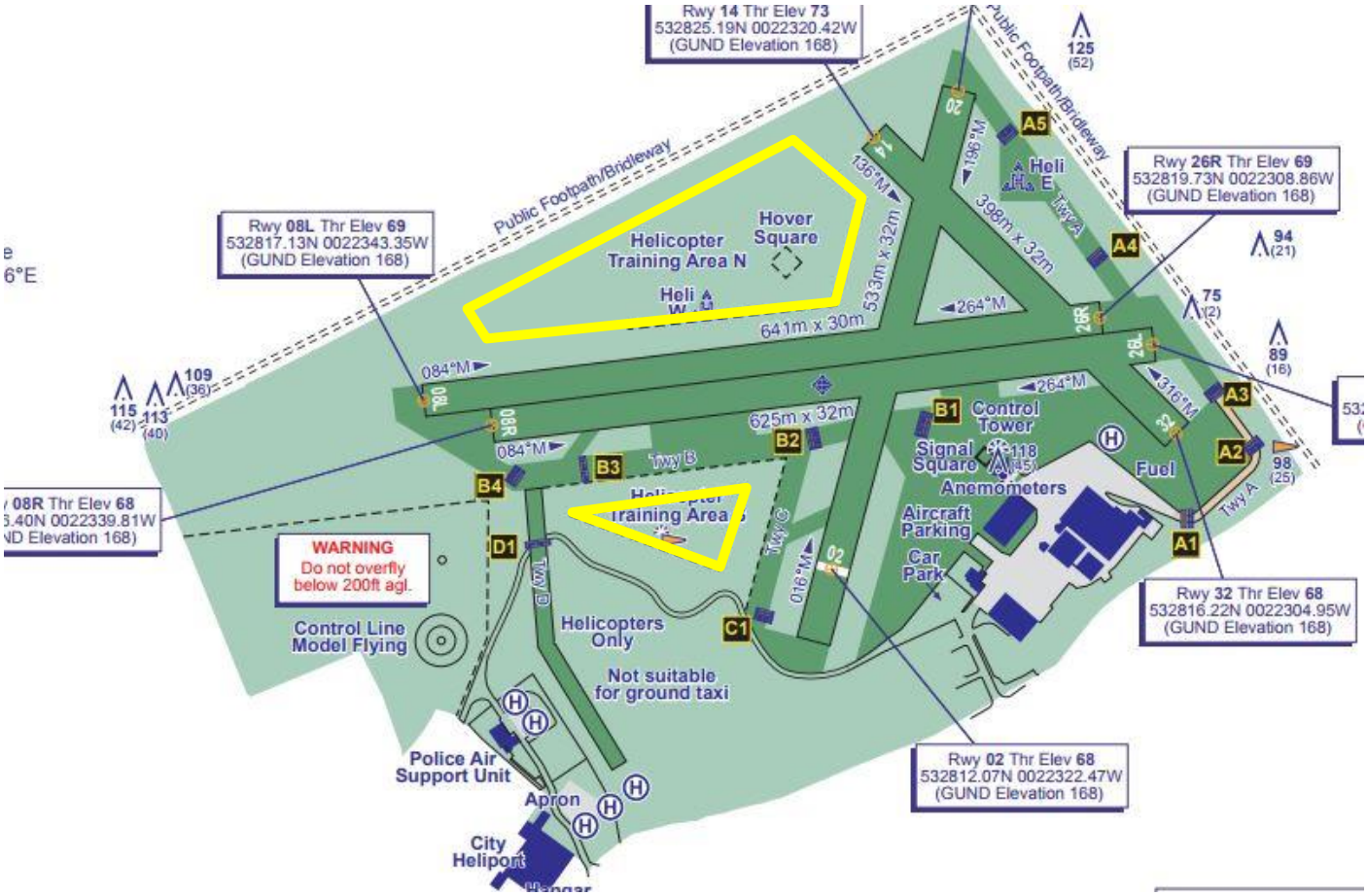
4.6 Helicopter Training Area(s)

4.6.1 For the purpose of helicopter training, there are two helicopter training areas. These are designated as Helicopter Training Area North (HTAN) and Helicopter Training Area South (HTAS) as indicated in the chart below:

4.6.2



4.6.3 Helicopter Training Area North (HTAN) – The boundary of HTAN sits 50m North of Runway 08L/26R, 50m West of Runway 02/20, 50m South-West of Runway 14 and 60m south of the northern aerodrome boundary. It is marked by short grass. The training area contains helicopter aiming points (Heli-West) and the Hover Square.

4.6.4 Helicopter Training Area South (HTAS) – HTAS is located over by the western windsock and its boundary sits 50m South of the Bravo Taxiway and 50m West of Taxiway Charlie. HTAS is established for the purpose of hover training only. Circuits are not permitted to/from this area. Only one helicopter at a time is permitted in HTAS.

4.6.5 Departure from any Helicopter Training Area is not permitted without the permission from the Duty FISO.

4.6.6 Crossing of any Runway is not permitted without the permission of the Duty FISO (this includes any runways that are not designated as the runway in use)

4.7 Helicopter Aiming Points

4.7.1 Two Helicopter aiming points are established named 'Heli West' and 'Heli East'. These points are intended for use by helicopters conducting hover training and to aid separation between multiple helicopters conducting similar exercises.

4.7.2 When transitioning between Heli-West and Heli-East, permission to cross Runway 14 and Runway 20 must be obtained. For certain manoeuvres, a 'blanket' request can be made subject to traffic levels and the runway in use. (E.g Helicopter G-XX wish to transit between Heli-west and Heli-east for the next five minutes).

4.7.3 Helicopters engaged in auto-rotations should conduct the manoeuvre into a vacant aiming point, advising the FISO on each occasion prior to climbing for the commencement and immediately prior to commencement.

4.8 Circuit Procedures

4.8.1 Circuits are to be operated within the defined helicopter circuit as published in AD 2-EGCB-4-1 and be flown not above 500ft agl unless specific to that training manoeuvring (e.g autorotations etc).

4.8.2 Helicopters must not take off in to the circuit without first advising the Duty FISO that they wish to conduct a circuit. They are only to lift once the Duty FISO has replied with any relevant traffic information as well as the phrase "take off at your discretion".

4.8.3 A Downwind and final position report must be given stating the aiming point to be used for landing (e.g, Helicopter G-XX downwind for the 20 threshold or Helicopter G-XX downwind for HTAN). The FISO will acknowledge this call and provide any relevant traffic information.

4.8.4 When using a Runway Threshold as an aiming point, it is important to understand that the Runway Threshold becomes the aiming point (effectively the limit and point at which a helicopter is expected to transit from forward flight into the hover) and must be read back as part of the final call. (E.g Helicopter G-XX Final for 20 thresholds). If this is not acknowledged then the FISO has to assume the whole Runway is being for landing, which could prevent non-helicopter traffic from using a crossing runway.

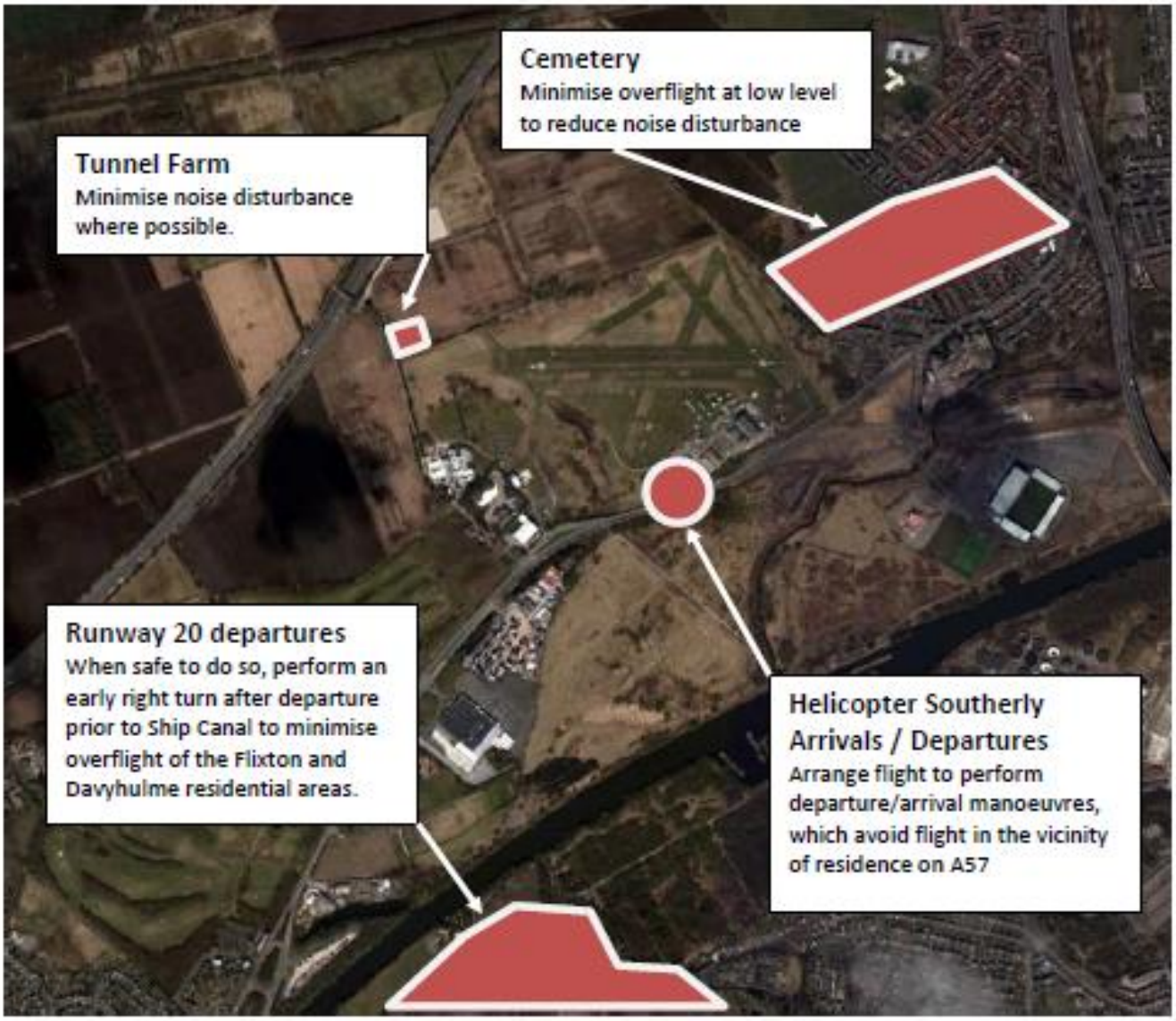
4.8.5 Helicopters operating purely hovering practice are not required to make RTF calls whilst engaged in the manoeuvre unless requested by the FISO or when the pilot feels doing so would aid situational awareness and traffic information.

4.8.6 The FISO must be informed on all occasions prior to and on commencement of all other manoeuvres.

4.8.7 In addition to all above procedures, pilots should ensure that a listening watch is made on the frequency at all times and must advise the FISO if they are required to leave the frequency at any time.

Noise Abatement for Pilot's

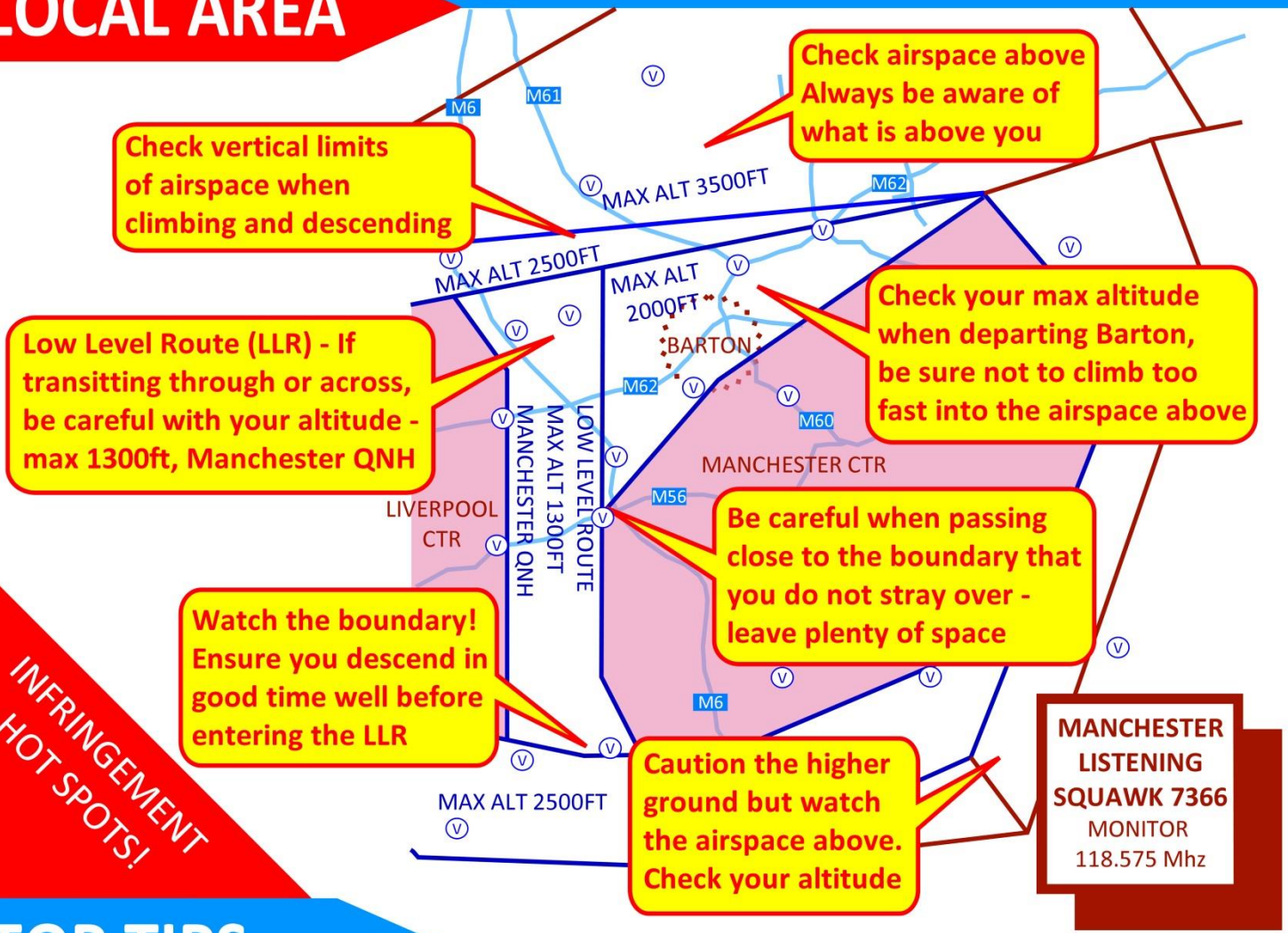
As part of our good neighbourly policy, all pilot's using City Airport & Heliport should be aware of the specific noise sensitive areas as defined below, and should, where safe to do so, arrange their flight to minimise disturbance to help conform to our published Noise Abatement Policies.



Keeping switched on to AIRSPACE

Every pilot can get caught out, and with the complexities of airspace there's much to think about to avoid an infringement of controlled airspace. If you do infringe ATC have to keep every aircraft **5nm** and **5000ft** away from you.. no easy task in crowded skies!
This poster aims to highlight the key areas when navigating within the vicinity of the Manchester CTR. Keep these useful tips in mind the next time you fly!

LOCAL AREA



TOP TIPS

ATC can help - If you think you are lost or want to check your altitude is safe/correct.. ask them, they will help.

Pre-flight planning - study airspace vertical limits and boundaries to help your spatial awareness.

Be aware of vertical airspace limits above and around you. Plan climbs and descents carefully.

Don't 'hug' boundaries of airspace, always leave space between you and the airspace edge.

Produced jointly by

NATS

manchester airport
PART OF M.A.G

City Airport & Heliport
www.cityairportandheliport.com/airspace

Airport Opening Hours
Winter: 0900UTC - Sunset
Summer: 0715UTC-1900UTC or Sunset (whichever is earlier).
Heliport Opening Hours
Mon-Fri 0800-2000hrs.W'ends as Airport hrs.
Other times by arrangement.
PPR: 0161 789 1362 or via
www.cityairportandheliport.com

Fuel Types

AVTUR JET A-1
(Does not contain anti-icing additive)

AVGAS 100LL; AVGAS UL-91

Aerodrome Reference Point
Lat: 532818N **Long:** 0022323W

COM:		
AFIS	**120.250**	**Barton Information**

Runway	Length	Surface	THR ELV
08R	625m	Grass	68ft
26L	625m	Grass	70ft
08L	641m	Grass	70ft
26R	641m	Grass	69ft
02	464m (displaced)	Grass	69ft
20	533m	Grass	72ft
14	398m	Grass	73ft
32	398m	Grass	68ft