

# Historic Aircraft Association



**MINUTES OF THE HISTORIC AIRCRAFT ASSOCIATION  
COUNCIL MEETING  
HELD AT WEST LONDON AEROCLUB  
TUESDAY 19<sup>th</sup> JANUARY 2016 AT 18:30 HOURS**

**Present**

Wally Epton  
Colin Dodds  
Ken Peters  
Richie Piper  
Chris Royle  
John Broad  
Mike Vaisey  
Nigel Foster  
Prof. Mike Bagshaw  
Malcolm Ward

Chairman  
Deputy Chairman  
Treasurer  
Webmaster  
Special Projects

Hon. Insurance Adviser  
Hon. Medical Adviser  
Secretary

	<b><u>Action party/parties</u></b>
<b><u>Chairman's Opening Remarks</u></b>	
Prior to opening the meeting, the Chairman reminded Members that details of the discussion of matters arising during this meeting were to be treated as confidential.	
<b><u>Item 1. Apologies for Absence</u></b>	
The following persons had tendered their apologies for absence:  Wendy Hinchcliffe, Dennis Neville, Steve Slater, Andy Smith, Russell Mason (Hon Insurance Adviser) and Tim Scorer (Hon Legal Adviser).	
<b><u>Item 2. Minutes of the last Council Meeting</u></b>	
The minutes of the previous meeting, held on 8 <sup>th</sup> Dec 2015, were approved as an accurate record and have been posted on the website.	

### Item 3. Self Administration Working Group

Progress Update. The Chairman briefed Council that an email had been received from the CAA on 17 Dec 2015, informing the HAA that the CAA had decided to suspend its work on considering the delegation of responsibilities, until the recommendations arising from the investigation into the Shoreham accident were clear, which was not expected to happen before Sep 2016. The CAA had, however, proposed a meeting with the HAA SAM Working Group, to provide a briefing on the current position. The Chairman had responded to the CAA, accepting the offer of a meeting, which had now been scheduled for Fri 22 Jan 2016. He has stressed that the meeting should not simply consist of a briefing, but should rather be used as a workshop, at which the HAA and CAA should discuss the draft ESAM. Moreover, he expressed the Working Group's disappointment at the proposed cessation of CAA work on SAM and urged the CAA to reconsider. He has also questioned who would be leading the CAA's engagement in the SAM project after the contract of Brian Hamilton, the current project manager, expired in March this year. The Chairman's response to the CAA had been distributed to Council Members prior to the meeting. The SAM Working Group itself had convened on 12 Jan 2016 to consider the latest developments and to develop a plan of action for the forthcoming meeting with the CAA; a summary of the plan of action had also been circulated to Council Members.

ESAM Review. The Chairman acknowledged the comments that he had received from Council Members on the draft ESAM. These were now being reviewed and incorporated into the ESAM documentation as appropriate. Although the deadline for initial comments had been set for 19 Jan 2016, to ensure that a coherent position could be presented to the CAA at the forthcoming meeting, the Chairman acknowledged that the ESAM would be a living document and that further comments would be welcomed.

Discussion. Questions were raised about the lines of accountability for the management of airworthiness and safety issues under SAM. The Chairman explained that the detail was set out in the Safety Management System, which was included in the ESAM documentation. The observation was made that the CAA did not seem to have the necessary expertise in-house to deal with the restoration, operation and display of vintage aircraft. The HAA would be making an offer at the forthcoming meeting to help them out with (unpaid) consultancy by the members of the SAM Working Group to augment their resources on a temporary basis.

Post-Meeting Note: *Wally Epton has kindly provided the following summary of the meeting with the CAA:*

Chairman's note: At the joint meeting of the CAA/HAA SAM Working Group on the 22nd January, the CAA briefed the HAA on the difficulties and increased workload the GAU was having to deal with post-Shoreham. CAA GAU resources were stretched, and it

was certain that directives likely to emanate from the AAIB Accident Reports and the CAA Air Show Safety Review would greatly influence the development of a delegated SAM system. The meeting accepted and agreed that any consideration of delegated authority should be deferred until the reports were completed. This was likely to be after April. In the interim period up to September the CAA GAU SAM Project Team agreed to work with HAA SAMWG via normal communications and with one-on-one meetings between members as time allowed. The Heads of CAA GAU Airworthiness, Operations and ANO Review departments all offered to continue with work on the SAM model but only inasmuch as their commitments to the Safety Review and response to the Shoreham Accident inquiries would permit. Encouragingly key members of both teams appreciated that much could be achieved during this enforced breathing space. It was agreed that formal meetings would not be required before September.

The HAA agreed to complete work on their business plan and present this to the CAA by 24th March. The HAA SAMWG further offered to augment the stretched CAA GAU resources by offering assistance to help develop the ESAM to maturity.

The CAA accepted that projects on their calendar in response to the Red Tape Challenge would continue to be progressed and they would be working as before to meet their 60 day targets. The HAA SAMWG agreed that the additional time this imposed deferment provided would be beneficial in developing the detail of the ESAM further within the HAA. It was proposed to conduct a number of "beta tests" on aircraft as examples to industry of how SAM would benefit stakeholders. This was welcomed by the CAA team.

In summary the meeting was successful in that the proposed "suspension" of activity on SAM was modified to "continuation" of work at a much reduced pace.

**Item 4. Finance**

Financial Statement. The Treasurer tabled a draft financial statement for the current financial year (2015/16) indicating a trading loss of just over £5 for the year, on a turnover of over £10,000. The major expenditure was associated with catering and other costs for the annual symposium. Almost half of the HAA's annual income stemmed from members' subscriptions, with the remainder being made up from symposium ticket sales and sponsorship. The definitive financial statement would be presented to the membership at the forthcoming Annual Meeting and Flying Forum (AMFF)

Budget for 2016/17. The Treasurer also tabled a proposed budget for the forthcoming financial year. This was based upon the actual income and

<p>expenditure in the current financial year, with 2 key adjustments. The first was to reduce the provision for expenditure on SAM in the light of the fact that no consultants were now being paid for their services, although some travel expenses were still being covered. The only significant increase in planned expenditure for 2016/17 was for the development of the website (see agenda item 7), for which one-off expenditure of up to £2,500 had been projected. This would result in a trading loss of approximately £1,500 for the forthcoming year, but this was comfortably affordable from the HAA's reserves of approximately £11,000.</p> <p><u>Treasurer Vacancy.</u> Following Ken Peters' decision to stand down as Treasurer at the end of the financial year, volunteers had been sought. Allan Vogel had put his name forward and would be proposed for election to Council at the forthcoming AMFF.</p>	
<p><b><u>Item 5. Membership</u></b></p>	
<p>The Membership Secretary was unable to attend, but had reported ex-committee that she had no issues to raise.</p>	
<p><b><u>Item 6. HAA Events &amp; Public Relations update</u></b></p>	
<p>Andy Smith was unable to attend, but had reported ex-committee that he had received inputs for the next Newsletter, which would be issued shortly. The Sec had spoken to Andy and Wendy about the joint action to promote the Technical Register within aviation periodicals and the Newsletter. It was agreed that this long-standing action had been largely overtaken by events: a reminder to members of the existence of the Technical Register would be appropriate for the Newsletter, but wider publicity in the aviation press was not deemed to be worthwhile. It was agreed that the action should be closed.</p>	
<p><b><u>Item 7. Website Update</u></b></p>	
<p>The Webmaster briefed Council on the outcome of his review of the options for updating the website. It was clear that the website had fallen behind current standards and that a significant update would be required if it is to be made fit-for-purpose. However, the initial quotations received for an update had failed to provide convincing evidence of value for money. Richie had therefore sought further, detailed proposals and had consulted 6 different providers. Three companies had offered to work with the HAA on updating the website, including the existing provider, Ubiquity. The work would involve rebuilding the website with modern tools, such as Wordpress, in order to make the website more flexible, to enable better use of photographic content and to make it more suitable for viewing with mobile devices. Switching to Wordpress would also allow the HAA to make more changes to the website ourselves: under the current structure, only limited posts and uploads could be done by Council members, with the remainder being managed by Ubiquity on our behalf. However, switching the existing content to a new platform would be</p>	

<p>labour-intensive, which would drive up the cost, unless we were able to do some of the work in-house. This option was being actively pursued in discussions with providers. The Webmaster also reported that he had updated the existing Facebook page for the HAA and that this now had approximately 200 followers.</p> <p><u>Discussion.</u> Council thanked Richie for his excellent work in preparing the ground for the website to be brought up to date. After a brief discussion, it was agreed that the website update should go ahead and that a budget of £1,500 be set for a one-off update, to be augmented by annual running costs of £400. The Webmaster was given approval to proceed on this basis.</p>	<p>Webmaster</p>
<p><b><u>Item 8. HAA Trophies</u></b></p>	
<p>The Deputy Chairman briefed Council that he had received nominations from the membership for 10 different organisations to be considered for the award of the Conrod Trophy for 2016. The nominations were reviewed and a vote was taken. Several of the candidates were considered to be very much worthy of recognition by the HAA and the initial vote was tied; a further vote between the top-scoring candidates was also tied, so the Chairman exercised his casting vote. The successful organisation will be announced at the AMFF in March.</p>	
<p><b><u>Item 9. Apprenticeships and Youth Education</u></b></p>	
<p>John Broad and Dennis Neville’s paper on apprenticeships had recently been distributed to historic aircraft industry stakeholders. Initial comments indicated a measure of frustration that Government funding was only available for under-18s, whereas experience indicated that the typical under-18 was not mature enough to cope with the demands of being trained in heritage engineering practices. Nevertheless, with the enthusiastic support from the Federation of British Historic Vehicle Clubs, the paper had set out one route to securing trained personnel to acquire the legacy skills required to restore and maintain historic aircraft.</p>	
<p><b><u>Item 10. REACH Regulations</u></b></p>	
<p>This item was carried over from the previous meeting, where pressure of time had precluded proper consideration of the issue. The EU’s proposed regulations on the Registration, Evaluation, Authorisation and Restriction of Chemicals (REACH) had been recognised as a potential obstacle to many traditional working practices in the restoration and maintenance of historic aircraft. John Broad had circulated some information, on the scope and status of the regulations, but it was far from clear to what extent the emerging regulations would apply to small-volume usage in the UK historic aircraft industry. The principle of ensuring that hazardous substances were appropriately safeguarded was welcomed, but there was a risk that if the use of widespread processes, such as Chromium plating,</p>	

<p>were to be banned in the EU, the work would simply be exported to countries where such regulations did not apply. This would not serve to achieve anything, other than to destroy jobs and erode skills in the UK. In order for the HAA to engage constructively in the debate on this issue, it was necessary as a first step to identify which of the listed chemicals were in current use by the UK historic aircraft industry. It was agreed that John Broad and Malcolm Ward would collaborate to compile an entry to be posted on the engineering section of the HAA website, drawing stakeholders' attention to the regulations and asking them to identify, anonymously if necessary, which substances they currently used.</p>	<p>John Broad Malcolm Ward</p>
<p><b><u>Item 11. Annual Meeting and Flying Forum</u></b></p>	
<p>The 2016 AMFF would be held on Sat 19<sup>th</sup> March, exactly 2 months after this, the last Council meeting prior to the AMFF. The prior arrangements were in hand: the Chairman had spoken to the Shuttleworth Chairman of Trustees, to secure his agreement to our use of the facilities at Old Warden. Speakers had been confirmed for the Flying Forum part of the day's events and the administrative preparations for the Annual Meeting itself were progressing well. It was agreed that the Secretary would issue the usual formal notification to the members and that this would be sent electronically. In order to reach those members for whom we hold no current e-mail address, it was also agreed that the Secretary would compile a short entry for the forthcoming Newsletter, ensuring that this reached the members in time for them to register their intention to attend, or to nominate a proxy.</p>	<p>Secretary  Secretary</p>
<p><b><u>Item 12. Review of Open Actions</u></b></p>	
<p><b>Action Log – outstanding items were, where appropriate, covered under the relevant Agenda Item. Please refer to the Open Action Log for these updates. Updated items that did not fall under a specific Agenda Item were as follows.</b></p> <p><u>Future Strategy.</u> Council members had reviewed the paper, tabled at the previous meeting, proposing a revised Mission Statement for the HAA. The revised Mission Statement was approved without amendment and it was agreed that the Secretary should now arrange for this to be posted on the website. It was acknowledged that the removal of the existing, outdated, mission statement could only be done with the assistance of the website provider, Ubiquity.</p>	<p>Please review the Action Log in association with these minutes.</p> <p>Secretary</p>
<p><b><u>Item 13. Any Other Business</u></b></p>	
<p>No items of business had been notified for discussion under AOB.</p>	
<p><b><u>Date of Next Meeting</u></b></p>	
<p>The next meeting was to be held on <b>26<sup>th</sup> April 2016</b>, at West London Aero Club, White Waltham, commencing at the usual time of 18:30 hours.</p>	

<i>Secretary's Note: The date of the next meeting was subsequently brought forward by one week, to <b>19 April 2016</b>.</i>	
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Wally Epton  
Chairman

Malcolm Ward  
Secretary

*Please note that dates/timings of forthcoming meetings appear on the website under the 'Events/Meetings and Symposium' tab. However, planned dates for forthcoming events are as follows. All meetings (unless otherwise detailed) start at 18:30 and will be held at White Waltham:-*

<i>Annual Meeting and Flying Forum, Shuttleworth Collection, Old Warden</i>	<i>19<sup>th</sup> March 2016</i>
<i>Council Meeting</i>	<i>19th April 2016</i>
<i>Council Meeting</i>	<i>28th June 2016</i>
<i>Council Meeting</i>	<i>13th September 2016</i>
<i>Annual Symposium, RAF Museum Hendon</i>	<i>29th October 2016</i>
<i>Council Meeting &amp; Annual Dinner</i>	<i>6<sup>th</sup> December 2016*</i>

*\*The December meeting will commence at 16:00 and will be followed by the Council Christmas Dinner*