

CIVIL AVIATION AUTHORITY**OFFICE FOR SCOTLAND BROOMHOUSE DRIVE EDINBURGH EH11 3XE**

Telephone 031 443 4040 Ext 929

Telex 72238 Telegrams Airdiv Edinburgh

Our Ref: SCF/457/011
Your Ref: 5BMr G F Trowbridge
Town Clerk's Chambers
High Street
DORNOCH

27 July 1972

Dear Mr Trowbridge

I refer to our recent meeting on the occasion of the inspection of the Fire and Rescue facilities at Dornoch Aerodrome.

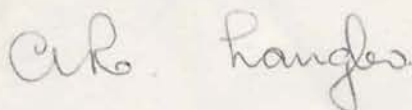
You will recall that we discussed a variety of points in relation to this matter and I would be grateful to be advised regarding the following:-

- (a) has the telephone and passenger reception building been installed upon the airfield and if so may we be advised of the telephone number;
- (b) has the ex-WD ambulance been substituted by either a Land Rover or Tractor for towing the Fire and Rescue trailer;
- (c) has the trailer been tailored to provide lockorage for the rescue equipment and items of medical first aid.

We have provisionally booked a place for a student attendance on Course C17 at our training school during the period 2-6 October, 1972, and we are now waiting for your advice regarding the students' name, in order that the necessary administrative action may be put in train.

If we can be of assistance you are assured of our fullest co-operation at all times.

Yours sincerely

A R LANGLER
Divisional Fire Service Officer

COUNTY COUNCIL OF SUTHERLAND



J. J. McMILLAN, COUNTY DEVELOPMENT OFFICER, COUNTY OFFICES, DORNOCH. TEL. 332
PLANNING OFFICER,

28th July 1972.

The Town Clerk,
DORNOCH.

Dear Sir,

Planning. Dornoch Air Strip.
Fire Fighting Equipment.

As mentioned during the course of my telephone conversation with you yesterday, I am concerned at the proposal by Board of Trade staff that the fire fighting equipment required as a standard condition of licensing for Dornoch Air Strip be altered. My understanding of the regulations was, and still is, that a suitable four wheel drive vehicle and a specific standard of fire fighting equipment be provided. To this end I have purchased equipment in accordance with the regulations laid down by the Board of Trade. Their proposal to use the four wheel drive vehicle purchased as an ambulance and to alter the fire trailer will lead to additional and, in my opinion, unnecessary expense. The fact that the towing vehicle purchased for the Air Strip is an ambulance is purely fortuitous. The vehicle supplied, an Austin K94WD ambulance was bought simply because it was almost exactly 50% of the cost of a suitable land-rover and because it was in very good condition.

As you are aware there are other facilities required at Dornoch Air Strip which, although not entirely necessary for licensing purposes, are, nevertheless, basic requirements for the operation of the Air Strip; I refer to the provision of a building to house the fire fighting tender and trailer and telephone, and the provision of a metalled road to the runway area. We have, as you know, a very restricted budget of capital expenditure available and every attempt has been made to economise in the purchase of the fire fighting equipment. That these economies have been necessary is demonstrated by the additional and unforeseen costs in preparing the Air Strip surface itself. I must, therefore, advise that no additional expenditure be incurred in the preparation of fire fighting equipment beyond that which is strictly necessary for licensing purposes. While the suggestions from the Board of Trade may well be desirable they are not a sine qua non requirement and I would suggest that they be treated as such until the necessary finance for the other essential facets of the Dornoch Air Strip is found.

Yours faithfully,

John J. McMillan

County Planning Officer.

COUNTY COUNCIL OF SUTHERLAND



YOUR REF.

COUNTY CLERK'S OFFICE
GOLSPIE
SUTHERLAND

OUR REF. DWM/EDM

Telephone Nos. 392 & 393

J. B. RODGER, J.P., M.A., LL.B.
COUNTY CLERK

7th August, 1972.

G. F. Trowbridge, Esq.,
Town Clerk,
DORNOCH.

Dear Sir,

Dornoch Airfield

I refer to the meeting held in your Office on 4th current with regard to the above and the additional provisions required in connection therewith.

I enclose a short note of that meeting which I trust you will agree correctly contains the decisions taken. An instruction has been issued to the County Planning Officer to proceed with the necessary action required by the County Council with the least possible delay.

I am,

Yours faithfully,

County Clerk.

Enc.

DORNOCH AIRFIELD

Note of Meeting held in Town
Clerk's Office, Dornoch, on 4th
August, 1972, at 11.30 a.m.

Present:-

1. Councillor D. M. McBain,
2. Provost H. Clunie.
3. County Planning Officer.
4. Town Clerk,
5. Depute County Clerk.

The Provost explained that he had requested the Convener to hold this Meeting in order to discuss certain matters which had arisen as a result of the Civil Aviation Authority's inspection of Dornoch Airfield in connection with licensing purposes. The Provost explained that the Authority had pointed out that an Ambulance would require to be provided at the Airfield in addition to a vehicle for use in connection with fire-fighting and that it would not be acceptable for one vehicle to be used for both purposes. It had also been pointed out that a building would be required to house the fire-fighting equipment and ambulance and also the Airfield telephone and that the Authority had recommended that covered accommodation for waiting passengers should also be provided.

The Provost explained that the Town Council Tractor could be adapted for use with the fire-fighting equipment and that the Authority would accept this. He reminded the meeting that if the existing ambulance was to be used as such it would require to be licensed and a Driver would likewise require to be trained and licensed. The Provost further explained that the Town Council had sent a man for training in connection with Airfield duties but that he had not proved satisfactory and that accordingly the Town Council were in course of obtaining an employee for whom they would arrange the necessary training.

After discussion, the meeting agreed as follows:-

(1) Building to house phone, fire-fighting equipment and passenger reception:-

That a suitable building of satisfactory design and appearance be obtained by the County Council to be located on the north side of the Airfield for use to house the phone and equipment and vehicles and also for use as passenger reception and that the County Planning Officer arrange to obtain costs for such a building and proceed with the erection thereof as soon as possible although the meeting appreciated that to acquire and erect such a building would lead to a likely overspending on the Budget provision for the Airfield of £500 approximately. The County Planning Officer explained that he could obtain a Nissen type of building for erection at an estimated total cost of £1,050 but the meeting agreed that such a building would not be acceptable and that a building of a better standard and appearance was required even although the total cost might be somewhat in excess of £1,050. The meeting agreed that the County Planning Officer should make enquiries of a firm in Forres who could provide the necessary type of building and that he could also extend his enquiries to other firms providing such building but with a view to ensuring that the building was erected with the least possible delay.

(2) Ambulance

In respect that the Civil Aviation Authority require an ambulance vehicle to be standing by at all times when the Airfield is ~~used~~ used, it was agreed that the present ambulance be retained for use as a tractor in connection with the fire-fighting equipment and that a suitable second-hand ambulance vehicle be purchased as soon as possible for use as an actual ambulance. The County Planning Officer was instructed to inquire of bodies such as the Greater London Authority or the St. Andrews Ambulance Association to see if they have any surplus ambulances for sale or if such source could not provide the necessary vehicle that a suitable ambulance be purchased at the next W.D. Nottingham Sale. The meeting further agreed that the ambulance would be provided by the County Council and that, if necessary, an item relative thereto could be inserted in the County Council Budget for 1973/74, the likely cost thereof being £300. The meeting noted a statement of the County Planning Officer that the Civil Aviation Authority would accept the present arrangements at the Airfield as a temporary measure until a proper ambulance was provided. The meeting further agreed that, in these circumstances, there would be no need to adapt the Town Council Tractor for use in connection with fire-fighting.

(3)/

(3) Telephone

The meeting agreed that, until such time as a suitable building had been erected at the Airfield, the telephone shortly to be installed there be placed in a box on top of a pole in a suitable location in the area where the building is to be erected and that this telephone be transferred to the building whenever the letter is available. The meeting agreed that the Town Council would arrange for this temporary telephone provision.

The meeting noted that the Highlands and Islands Development Board had already informed the Town and County Councils that their contribution to the cost of provision of the Airfield would be limited to one-third of the cost originally intimated to them and that they would not give any contribution in excess thereof. The meeting nevertheless agreed that, once the total additional costs were known, an approach be made to the Highlands and Islands Development Board with the request that the Board consider making a contribution to the additional costs in respect that these additional costs have been incurred as a matter of necessity and in accordance with the requirements of the Civil Aviation Authority.

In respect that the County Council would not meet again until 25th September, 1972, the Convener authorised the action to be taken by the County Council to be put in hand immediately and that these instructions could be homologated at the next available meeting.

RECEIVED 2 8 AUG 1972

COUNTY COUNCIL OF SUTHERLAND
ROADS DEPARTMENT

5B

A.3

J. G. EDMOND, M.I.C.E.

County Surveyor

Telephones: Brora 301/302

Your Ref.:

Our Ref.: JGE/MB



County Surveyor's Office

Brora

24th August, 1972.

G. F. Trowbridge, Esq.,
Town Clerk,
Dornoch.

Dear Sir,

Dornoch Air Strip

I refer to your recent telephone call in which you stated that the wind sleeve supplied by us was too long.

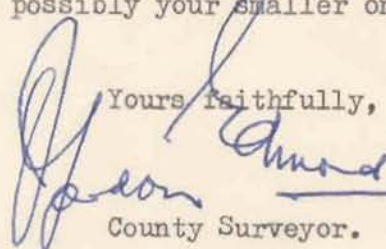
I have to draw your attention to the Publication No. CAP 168 by the Department of Environment entitled 'Licensing of Aerodromes' which specifies that the dimensions of the wind sleeve should be -

Length - 12 feet
Widths - 3 feet and 1 feet

The wind sleeve which we have supplied meets this specification and it was purchased from a supplier recommended to us by the Civil Aviation Office for Scotland.

I have to advise you therefore that the wind sleeve in constant use should be the one supplied by us with possibly your smaller one retained as a stand-by.

Yours faithfully,


County Surveyor.

Our Ref:5B

16th August, 1972.

A.R. Langler, Esq.,
Civil Aviation Authority,
Broomhouse Drive,
EDINBURGH EH11 3XB

Dear Mr. Langler,

Dornoch Aerodrome

I refer to your letter of 27th July, 1972 regarding the various points raised by you in connection with the Aerodrome.

With regard to the telephone we are awaiting the installation of the telephone by the Post Office Engineers. We were assured that this would be undertaken as soon as possible. The telephone number will be intimated as soon as known.

A special meeting was convened with representatives of the County Council regarding the urgency of the proposed building and the appropriate official is now making enquiries regarding the purchase of such a building for erection on the proposed site. Should the telephone be ready for installation prior to the purchase of this building it will be housed in an appropriate casing and placed on an upstanding erection for immediate use.


It is not proposed to substitute the ex-WD ambulance by either a Land Rover or Tractor as arrangements are being made for the purchase of an ambulance for this service.

The Trailer has been tailored to provide the necessary lockorage for the rescue equipment and items of medical first aid.

Mr. Kenneth Jack has been employed on the staff of the Town Council and will be attending the fire-fighting course arranged for 2nd. to 6th October, 1972.

I trust this information meets your requirements.

Yours sincerely,


Tom Clark.

A.3

CIVIL AVIATION AUTHORITY

OFFICE FOR SCOTLAND

Broomhouse Drive

EDINBURGH EH11 3XE

031-443 8971 Extn 216

Our ref: 10Q/0/366/01

31 January 1975

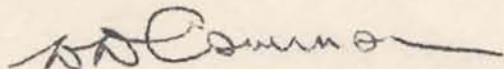
Dear Sir

SIGNALS AT AERODROMES

Following investigations into a recent incident we have been advised that the Signals described in Rules 40-43 of the Rules of the Air and Air Traffic Control Regulations 1974 might have no meaning if their dimensions differed from those described in the Rules.

Any departure from the correct dimensions could therefore have serious implications for aerodrome licensees. On the next licensing inspection of your aerodrome the Signals displayed will be checked to ensure that their dimensions are correct within the ten percent tolerance permitted by the Rules.

Yours faithfully



W W COMMON
for SENIOR OPERATIONS OFFICER (SCOTLAND)

INDEX TO DAS MEMORANDA

The following are extant.

<u>Number & Year</u>	<u>Subject</u>
1/64	The effect of snow on aerodrome and obstruction Marking or Lighting.
3/64	Operation of Britannia Aircraft.
6/64	Snow Markers.
1/66	Fire and Rescue Requirements at Licensed Aerodromes.
4/66	Advice on the selection of Aircraft Engine Ground Running Areas.
2/67	Methods of Improving Inherent Friction of wet Runway Surfaces.
3/67	ICAO Aerodrome Manual.
6/67	Verex Pistols used with Bird Scaring Shell Crackers - cleaning and Security Arrangements.
1/68	Control of Noise from Aircraft Running-up Engines on the Ground.
2/68	Responsibility for the closure or Restriction of a runway due to obstructions caused by an Accident or Incident.
3/68	Snow, Slush, Ice and Water on Aerodrome Pavements - use of chemicals and Grit.
4/68	The Marking of Pavement on Aerodromes.
5/68	The Assessment of Braking Action on wet Runways.
6/68	Liquid Chemical De-Icing of Aerodrome Pavements.
1/69	Bird Hazard Warning Messages.
2/69	"Safety Areas" at the ends of Runways.
4/69	Response to Aircraft Emergencies.
3/70	Effect of Boeing 747 Jet Blast on elevating Runway Edge Light Fittings.

Number & Year

Subject

2/71

Operations at Airports with Depleted Services.

3/71

Modification of the Visual Approach Slope Indicator System(Vasis) to suit Aircraft with Large Eye/Wheel Characteristics.

1/72

Medical Standards for Personnel employed on Rescue and Fire Fighting Duties.

1/73

Rescue Vehicles and Equipment at Aerodromes.

2/73

Aerodrome Movement Areas - Clearance of Debris and Foreign objects.

3/73

Measurement and Notification of Wheel - Braking Action on Wet Runways.

4/73

The approval of New Fire Fighting Agents for Aircraft Accident use.

5/73

Guidance Notes on the use of Helicopters in Rescue Operations at Civil Aircraft Accidents

1/74

Safety Standards at unlicensed Aerodromes.

2/74

The Inspection and Maintenance of Aerodrome Lighting and Marking.

Our Ref:5B

10th April, 1975.

W.W. Common, Esq.,
Civil Aviation Authority,
Broomhouse Drive,
EDINBURGH,
EH11 3XE

Dear Sir,

DORNOCH AERODROME LICENCE NO.P 583

I refer to the above licence held by Dornoch Town Council.


As you no doubt are aware the Town Council will cease to exist as from 16th May, 1975 accordingly arrangements are being made for a smooth takeover by the new authority who will be responsible for the landing strip - Highland Regional Council per the Transport or Roads Section.

Preliminary meetings have been held with the official responsible but particular point has arisen which might require clarification, especially as the time is not so far distant when your department will be visiting the Air-Strip for the renewal of the licence. This is the requirement of an individual capable of operating the fire-fighting equipment in respect of scheduled or scheduled charter flights. At present there are no scheduled flights operated from the Air-Strip.

Mr.Kenneth Jack an employee with the Town Council attended the Stansted Fire School and obtained the necessary certificate. He inturn supervised and taught other members of the staff to operate the equipment. Mr. Jack left the employment of the Town Council sometime ago, so we do not have anyone holding the same certificate, although they operated the equipment in the presence of your inspectors last year and met the necessary requirements. The question is, is it obligatory for a person to hold a similar certificate to that held by Mr. Jack or is it sufficient for someone to be capable of operating the equipment as witnessed last year by your Department's representatives.

It would be appreciated if an early reply could be given to this matter.

Yours faithfully,


Town Clerk.

RECEIVED 24 APR 1975

Civil Aviation Authority

Office for Scotland

Broomhouse Drive
Edinburgh EH11 3XE
Telephone 031 4434040 8971 Ext 213
Telex 72238 Telegrams Airdiv Edinburgh



your ref: 5B

Mr G F Trowbridge
Town Clerk and Chamberlain
Town Clerks Chambers
High Street
Dornoch IV25 3SH

our ref: SCF/466/029 SCO/336/045
5B

date: 22 April 1975

Dear Sir

DORNOCH AIRFIELD - FIRE AND RESCUE - TRAINING

This is to acknowledge receipt of and thank you for your letter of 10 April, 1975, in which you advise of the authority responsible for Dornoch Airfield (after 16 May, 1975) and seek clarification of the requirement or otherwise, for the officer appointed to control the Fire and Rescue facilities to hold a Certificate of Competence to the level approved for lower Category aerodromes.

The attendance at a course of instruction in Fire and Rescue activities in order that a Certificate of Competence to the approved level, by your appointed officer, may be obtained, is a matter which is determined by your office, as the licensee.

We would strongly recommend that your appointed officer attends a central course of instruction (similar to that attended by Mr Kenneth Jack) and would be pleased to make the necessary arrangements if you so wish.

Yours faithfully

A R Langler

A R Langler
Inspector Fire Services (Scotland)

Our Ref:5B

28th April, 1975.

The County Surveyor,
County Offices,
BRORA.

For the attention of Mr. Field

Dear Sir,

LOCAL GOVERNMENT RE-ORGANISATION - DORNOCH AIR-STRIP

I refer to your recent visits to this office regarding arrangements for the operation of the Dornoch Air-Strip after 15th May, 1975.

Enclosed please find copy letter dated 22nd April, 1975 from the Civil Aviation Authority regarding the requirements of the person to be responsible for manning the fire appliances at the air-Strip.

Yours faithfully,



Town Clerk.