

## Airspace Change Proposal Change Sponsor Indicative Timeline Update Request Form

CAP 1616 requires change sponsors to submit a timeline for their airspace change proposal (Level 0's are exempt) to the CAA so that it can be reviewed and agreed accordingly. In agreeing a timeline, the CAA is making a commitment to deliver the decision timeframes as specified in CAP 1616 for each of the four Gateway sign-offs, and for the decision on the final proposal, subject to the change sponsors meeting their own commitments.

This form should be used by the change sponsor to formally request an update to airspace change proposal timelines that have previously been presented to/and agreed with the CAA.

The change sponsor is required to publish a record of this form, including the latest indicative dates, on the Airspace Change Portal at the following points in the process (major timeline updates can and should be published outside of this as required):

	CURRENT AGREED GATEWAY PREPARATION DEADLINE	CURRENT AGREED DATE	PROPOSED DOCUMENT SUBMISSION DEADLINE	PROPOSED REVISED DATE
DEFINE Gateway <sup>1</sup>	24-Apr-20	29-May-20	28-Feb-20	27-Mar-20
DEVELOP & ASSESS Gateway <sup>1</sup>	31-Jul-20	28-Aug-20		
CONSULT Gateway	01-Jan-21	29-Jan-21		
Formal ACP Submission		01-Feb-22		
DECIDE Gateway		31-May-22		
Target AIRAC		13/2022		

ACP Reference Number (ACP-YYYY-NNN): ACP-2019-041

Change Sponsor Name: [REDACTED] Head of Airfield Operations, Cardiff Airport

Please briefly explain the need to revise the timelines: Following a request to delay our DEFINE Gateway date to 27 Mar 20, it was confirmed that there were no spaces available and we were allocated a slot at the 29 May 20 Gateway. Subsequently a slot has now become available at the 27 Mar 20 Gateway, which will require us to submit the necessary documentation for the DEFINE Stage by 28 Feb 20 in order to meet the 27 Mar Gateway. All other Gateway dates remain unchanged.

**For CAA use only:**

Revised timelines reviewed / agreed by (position): Account Manager

Date: 20-Dec-19

<sup>1</sup> Dates not required for Temporary Airspace Change Proposals and/or Airspace Trials.