

Step 3A Consultation Strategy

Liverpool John Lennon Airport Airspace Transition

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1 Consultation Strategy Overview

1.1 Introduction

Having met the CAA's assessment requirements at the Stage 2 Develop & Assess Gateway on 28th June 2019, Stage 3 of the CAP 1616 process requires Liverpool John Lennon Airport (LJLA) to develop a Strategy that sets out how it will formally consult with stakeholders on the proposal.

This strategy forms part of the document set required to meet the requirements of the CAP 1616 airspace change process and aims to satisfy the Stage 3 Consult Gateway, Step 3A Consultation Strategy.

In its Gateway assessment, the CAA was satisfied that the change sponsor had met the requirements of the process to this Stage and approved progress to Step 3A, Consultation Preparation; the CAA confirmed the level for the airspace change as Level 1.

1.2 Outline Strategy

The importance of consultation is fully recognised, and best practice, exemplified by the Gunning Principles¹, will be followed by LJLA. The fundamental principles of effective consultation are targeting the right audience, communicating in a way that suits them, and giving them the tools to make informative, valuable contributions to the proposal's development. The instrument flight procedures that LJLA is planning to introduce have the potential to affect a wide range of both aviation and non-aviation stakeholders, including communities nearby. LJLA proposes to conduct a comprehensive consultation over a 12-week period. To facilitate this, members of the Airport Consultative Committee and Noise Monitoring Sub Committee were engaged with to help refine the stakeholder list.

In summary, the consultation strategy will be to:

- Prepare a single consultation document, suitable for all stakeholders to understand, interpret and comment upon;
- Directly consult with those aviation and non-aviation stakeholders that have been identified and participated in initial stakeholder engagement;
- Consult with the wider local community through engagement with Town and Parish Councils, including those not previously contacted directly;
- Accept consultation responses from any source;
- Open consultation on 13th January 2020 for a 12-week period;
- Contact members of the stakeholder group who have not responded after 6 weeks to remind them of the deadline for consultation;
- Contact members of the stakeholder group that have not responded after 10 weeks to remind them of the deadline for consultation;
- Close consultation on 9th April 2020;
- Review and analyse consultation responses and complete a Consultation Feedback report.

¹ <https://www.local.gov.uk/sites/default/files/documents/The%20Gunning%20Principles.pdf>

1.3 Objectives

The majority of UK airports, including LJLA, are seeking to modernise their Instrument Flight Procedures (IFPs) and, where necessary, the airspace design containing these procedures. LJLA is exploring options for 15 alternative IFPs, including Standard Instrument Departures (SIDs), Transition routes, and Instrument Approach procedures (IAPs), compliant with Performance Based Navigation (PBN) criteria, that are designed and flown with reference to Global Navigation Satellite Systems (GNSS) rather than the traditional ground-based navigation aids.

1.3.1 Options that meet the objective

In total, 31 options were developed in Stage 2 and appraised against the CAP 1616 criteria, including an initial safety and noise qualitative assessment. For each procedure a preferred option was selected, with alternative options for some procedures also being selected to form the combinations that will be taken through to formal public consultation. The options and the methodology for arriving at the shortlist of options are presented in the Full Options Appraisal, which will be uploaded to the CAA portal alongside this document .

2 Engagement Activity Undertaken to Date

2.1 Introduction

A range of targeted engagement activities have been conducted in accordance with the process set out in CAP 1616. Specifically, stakeholders have been involved in the development of the Design Principles, their subsequent validation and the identification of design options that address the Statement of Need. A full list of stakeholders is included at Appendix A1 and evidence of engagement to date at Appendix A2. The elected community representatives from the Combined, Unitary and Borough Councils, as shown in Table 2 of Appendix A1, were engaged with at an early stage to represent their respective communities. The engagement carried out during Stages 1 and 2 was at the stakeholder representative level in accordance with CAP1616, although some of the Local Town and Parish Authorities listed in Table 3 of Appendix A1 were also represented through the auspices of the Airport Consultative Committee (ACC) and the Noise Monitoring Sub Committee (NMSC). All Local Town and Parish Authorities listed in Table 3 of Appendix A1 will be invited to participate in the Stage 3 consultation.

2.2 Stakeholder Engagement Summary

Prior to Stage 1 activities, LJLA engaged with appropriate Local Authorities to ensure they were informed of the subsequent engagement and consultation requirements; several meetings took place with other airports and air traffic service providers such as Manchester Airport and NATS Prestwick Centre. Representatives from some of these organisations either attended the stakeholder events or submitted responses to questionnaires. Additionally, LJLA informed their ACC and NMSC of the intended changes during their regular meetings. At these meetings members were also asked to nominate the individuals within their respective organisations who would engage directly with LJLA.

Stage 1 activities to inform the development of the Design Principles included:

- Four questionnaires developed for specific groups of aviation and non-aviation stakeholders;
- Three Focus Groups for specific groups including the Consultative Committee and Noise Monitoring Sub Committee;
- Design Principles Review to prioritise the developed Design Principles.

Stage 2 activities, to seek stakeholder views on specific design options, included:

- The production of an Options Development document that was sent via e-mail to all relevant stakeholders, seeking their views or comments regarding the draft procedures.
- Two workshops to explain in more detail the different departure and arrival options being considered, to ensure that stakeholder concerns had been properly understood and accounted for in designing options.
- For those stakeholders that were unable to attend the workshops, LJLA management staff visited the relevant organisations to ensure that they had all the information required to make an informed response to the Options

Development document. Details of these visits are included in paragraph A2.4.1. in Appendix A2.

As yet, none of the stakeholders have voiced any fundamental concerns or objections to the proposal; however much valuable feedback regarding the proposed design concepts has been provided. Much of the feedback has been focussed on the impact of noise and this has been reflected in the final proposed design options that LJLA will be consulting on.

3 Consultation Stakeholders

3.1 Non-Aviation Stakeholders

As the introduction of GNSS procedures is likely to alter the tracks over the ground, LJLA will consult those communities that may be impacted by the proposed changes, as indicated by the area shown on the CAA Airspace portal. These have been summarised in paragraphs 3.1.2 to 3.1.5 below and are listed in Appendix A1: List of Stakeholders.

3.1.1 Local Communities

Although LJLA intends to consult local communities through intermediaries, such as Town and Parish Councils, and not target households directly, this consultation will be open to everyone and any individual or organisation may submit a response to the consultation.

The likely effects on local communities will be driven by the impacts of noise, overflight and local air quality. Some communities may see a positive impact as a result of the proposed changes, with a reduction in noise exposure or less overflight and therefore may see a positive benefit to health and quality of life. Other communities may see a negative impact as a result of the proposed changes, driven by an increase in noise exposure or overflight; in particular where they had not previously been overflown. These stakeholders are likely to be interested in determining whether they will experience a significant change in noise exposure or whether they will be overflown by aircraft. The Consultation Document will contain illustrative maps of both the individual procedures and combinations of procedures, along with the noise assessments and overflight metrics, to allow individuals to assess what impact the proposed changes are likely to have on them.

3.1.2 Regional and Combined Authorities

All of the key regional councils who were engaged with during Stage 1 and Stage 2 will be targeted and asked to respond to the consultation. LJLA has already engaged with these authorities to obtain details of planned and proposed areas allocated for future housing development or for the development of other environmentally sensitive amenities as part of the environmental assessment. The list of regional authorities that LJLA plans to engage with can be found in Table 2 in Appendix A1. LJLA will also engage with those Members of Parliament (MP) and National Assembly for Wales members that represent the communities that will potentially be impacted by the proposed changes. Details of nationally elected representatives can be found in Table 5 in Appendix A1.

3.1.3 Town and Parish Councils

LJLA will also target those civil authorities that represent their communities at the local level. These include Town, Parish and Community Councils that were not involved in Stage 1 and Stage 2 engagement. The full list of civil authorities that LJLA plans to engage with can be found in Table 3 in Appendix A1. Although LJLA will specifically target the organisations discussed in this document, any individual or organisation may submit a response to the consultation.

3.1.4 Accessibility

LJLA are planning to host public drop-in sessions to answer any questions that may arise with free parking and disabled parking available. We will endeavour to arrange additional meetings during the consultation period if requested with those seldom-heard audiences, who have not been in contact with the airport previously and who have no existing knowledge of aviation, but who want to participate in the consultation. LJLA will consider the provision of accessible literature and any other special requirements in order to facilitate this engagement. This will include an 'easy-read format' of the consultation document to assist those with hidden disabilities that might make it difficult for them to read large complex documents.

3.1.5 LJLA Committees

Consultation with the LJLA Consultative Committee and Noise Monitoring Sub Committee will also be used as an appropriate approach to gathering the views of those representing local communities. The composition of each committee is shown in Table 13 and Table 14 in Appendix A1. Members of the Committees will be specifically asked to distribute consultation materials within their respective council areas, and to copy-in the sponsor, to ensure a wide distribution of the materials.

3.2 Aviation Stakeholders

The aviation stakeholders that will be contacted directly are those who operate in, or around the airspace in the vicinity of LJLA. In addition, LJLA will contact members of the National Air Traffic Management Committee (NATMAC). All aviation stakeholders have previously been engaged with at Stages 1 and 2. These activities are summarised in paragraphs 3.2.1 to 3.2.5 below and are listed in Appendix A1: List of Stakeholders.

For aviation stakeholders the proposed changes may produce a positive or negative impact for example, associated with a reduction in delays, or a change in fuel burn or operating costs associated with the new routes. These Stakeholders will be interested in seeing map images of the proposed changes, and the environmental and economic analysis contained in the Consultation Document.

3.2.1 LJLA Based Operators

LJLA will consult with those airline operators and General Aviation users that operate from the airport as key consultation stakeholders. These have been listed in Table 9 and Table 10 in Appendix A1. Those stakeholders that operate from LJLA are likely to be interested in any costs or benefits relating to track miles, fuel burn, or operational costs as a result of the introduction of more accurate and predictable routes. These stakeholders will be interested in map images of the proposed routes, and the outcome of the Full Options Appraisal which will both be contained in the Consultation Document.

3.2.2 Local General Aviation

LJLA will engage airspace users classed as General Aviation that have been identified as operating in proximity of the proposed changes. These will include GA clubs and local airfields which have been listed in Table 11 and Table 12 in Appendix A1. General Aviation operators will be interested in any changes to the airspace and any restrictions on access to airspace. LJLA will make it clear in the consultation document that no changes to the volume of controlled airspace are proposed and no

change is proposed to the way GA users arrive and depart LJLA. Aeronautical charts with illustrations of the procedures will be of interest to the GA community and these will be included in the Consultation Document.

3.2.3 Ministry of Defence

As a mandatory stakeholder in all airspace changes, LJLA will consult with the MOD through the Defence Airspace and Air Traffic Management organisation (through the auspices of the NATMAC) and directly to local military airfields whose operations may be affected by the proposed changes. A list of military stakeholders directly contacted is included in Table 11 in Appendix A1. The MOD will be interested in any changes in access to airspace and safeguarding their operations around the airspace and proposed new routes. LJLA will make it clear in the Consultation Document that no changes to the volume of controlled airspace are proposed, and maps of the new procedures will be provided.

3.2.4 Air Navigation Service Providers

LJLA will continue to work closely with local Air Navigation Service Providers (ANSPs). These are considered to be key stakeholders who have been involved in the development of the new proposed procedures from an early stage. These have been listed in Table 8 in Appendix A1. There may be benefits of wider infrastructure capacity and resilience which can be assessed from the Full Options Appraisal analysis contained in the Consultation Document. The ANSPs will be interested in viewing maps of the procedures and combinations of procedures.

3.2.5 National Organisations

LJLA will engage with members of the NATMAC as key organisations that can respond on behalf of their members. Members of the have been listed in Table 7 in Appendix A1.

3.3 Environmental Stakeholders

LJLA will engage with those organisations whose primary interest is environmental (e.g. noise, local air quality and tranquillity). The national environmental and conservation organisations that LJLA will engage with are listed in Table 4 in Appendix A1. These stakeholders are likely to be interested in the noise, greenhouse gas emissions and air quality impacts associated with each option; they may also be interested in biodiversity statements and overflight metrics to determine whether any significant local environmental sites are overflown.

4 Consultation Approach

4.1 Communication Approach

4.1.1 Pre-launch Neighbouring Airport Visits

LJLA has written to neighbouring airports (Manchester and Hawarden) to suggest a mutually convenient meeting ahead of the official launch of the consultation if possible. The interaction of LJLA operations with those of the two adjacent aerodromes is significant and therefore a courtesy visit is planned as part of continued engagement efforts.

4.1.2 Launch and record

Stakeholders listed in Appendix A1 will be contacted via email when the consultation is launched. They will be able to view and download the consultation documentation from the CAA's online consultation portal. This is also where they can submit a response to the consultation. Any individual or organisation may submit a response, but only the organisations discussed in this document will be directly contacted by the sponsor. The sponsor will maintain full records of consultation activity with all stakeholders (irrespective of their origin) throughout the process. Should they require assistance LJLA will also assist stakeholders in gaining access to the airspace change documentation and help submitting their response.

4.1.3 Promote

LJLA will issue a press release containing information about the consultation and directing stakeholders to the CAA portal. LJLA will use its existing database of media outlets, including print, broadcast and online media across the North West, which will be reviewed to ensure it includes all media covering the area likely to be affected by the proposed changes. LJLA will also utilise its own website and social media channels (Facebook, twitter, LinkedIn and Instagram).

Notices posted on the LJLA website and social media channels will remain available throughout the consultation period and will be followed with a notice stating that consultation has closed.

LJLA will explore the possibility of utilising some of the digital advertising/information screens in the airport terminal to promote the consultation. In addition, 'pop-up' messages will be displayed in key areas of passenger flow within the terminal. LJLA will be distributing information relating to the consultation to each of the local authorities' main library for display.

4.1.4 Stakeholder events

As this will be the first time many people will be aware that they may be affected by the proposed changes, LJLA will host public drop-in sessions, to answer any questions that affected members of the public may have. These will be held at a suitable location, in easily accessible venues and at a time and date aimed at allowing maximum attendance from members of the public. Free parking will be made available for those attending these events. The drop-in session details will be included in the consultation materials including online portal and other promotional material described above.

4.1.5 Postal submission

Respondents will also be able to submit a postal response to the consultation. We will not commit to respond to all postal responses directly; however, respondents are welcome to include a stamped envelope if they do require a reply. The consultation postal address will be available online and within the consultation document.

4.1.6 Reminders

The mid-point of the consultation will be 6 weeks after the email launch. At this point the sponsor will send follow-up emails to stakeholders who have not responded reminding them of the closing date.

To achieve maximum participation if, with 2 weeks of the consultation remaining, a stakeholder has not replied, a final e-mail reminder of the closing date and a request for a response will be sent. This is in order to achieve maximum participation and ensure that the consultation strategy is achieved.

4.1.7 Response acknowledgement and processing

Consultation responses will be acknowledged by sending a return completion message to the user, using the email address provided. Responses will be categorised in accordance with CAP 1616 Appendix C and posted on the CAA portal. If responses contain any commercially sensitive data, this will be redacted.

LJLA will post responses to any Frequently Asked Questions (FAQs) on the portal where common themes emerge. In the unlikely event that an unexpected, challenging response is received, the sponsor will commit additional resources to resolve the challenge where possible.

At the end of the consultation period the sponsor will collate and review the responses received, formally considering any comments or issues raised that might influence the final submission. The sponsor will set out any design changes between the initial consultation and final submission, following the recommended 'we asked, you said, we did' format.

4.1.8 Consultation feedback

After the consultation, a consultation feedback document will summarise the themes and LJLA's response to issues raised – this may involve making changes to the design. The feedback document will be available for download via the CAA portal at Stage 3D, and the ACP will be written based on the final designs described in the feedback report.

4.2 Consultation Period

Following current government guidance and best practice, the consultation will run for a 12-week period. The consultation will commence at the beginning of the second full week of January 2020 and will run until April. As this consultation period does not fall over any public holiday periods, there will be no requirement to extend the duration of the consultation.

Subject to passing the CONSULT gateway, LJLA intends to commence the consultation on Monday 13th January 2020 and subsequently close it on Thursday 9th April 2020.

4.3 Consultation Document

The Consultation Document will be available on the portal, along with previous stage document submissions, and will outline the expected benefits of the proposal and the sponsor's assessment of the likely impact. It will be available for download and will include questions for users to complete and the option to submit additional comments. Information on the responder will also be collected, including the organisation they represent and contact details.

4.3.1 Proposed Consultation Document

The consultation documentation will provide clear information on the proposed change and the options that were considered in its development. This will seek to provide those consulted with sufficient information to be able to form a reasonable understanding of the situation. The majority of stakeholders are considered to be non-aviation specialists; therefore the consultation material will be written in clear and accessible language and will include a non-technical explanation of the procedures for non-specialists. This will, so far as is reasonably practicable, give stakeholders sufficient information in plain English to allow them to reach their own conclusion with regard to the proposal. If any individuals request further information or explanation, LJLA will liaise with these stakeholders, arranging individual visits, where necessary.

The Consultation Document will begin with an introduction to the Airspace Change Process and an explanation of the purpose of consultation. It will then describe the specifics of the proposal, including the baseline situation, the options considered and its perceived benefits and impacts. It will conclude with a description of how stakeholders can participate.

An environmental analysis focussing on noise and emission impacts has been completed for the proposed change and a plain English summary has been included in the consultation document.

The analysis will be carried out in accordance with the guidance in CAP1616, and in conjunction with The Green Book² and the Department of Transport's WebTAG³. The data used in the analysis has been sourced as follows:

- Track data – details of flights for the period 16th June 2019 to 15th September 2019. Day flights are categorised as those taking place between the hours 0700 – 2259 hrs; night time flights are those that take place between the hours of 2300 and 0659. Radar track data was sourced from ANOMS, the LJLA Noise and Track Keeping (NTK) system⁴ and CHROMA, which is the export of aircraft activity from the operations database, including call sign, aircraft registration, aircraft type and destination airport;
- Aircraft data – the aerodynamic performance and noise characteristic data of the aircraft types as contained in AEDT⁵. Where an aircraft type is not

² The Green Book: Appraisal and Evaluation in Central Government;
<https://www.gov.uk/government/publications/the-green-book-appraisal-and-evaluation-in-central-government>

³ DfT transport analysis guidance WebTAG:
<https://www.gov.uk/guidance/transport-analysis-guidance-webtag>

⁴ The NTK system records relevant track positional data, in local time, from Air Traffic Control (ATC) Secondary Surveillance Radar (SSR) and Automatic Dependent Surveillance - Broadcast (ADS-B).

⁵ Federal Aviation Administration (FAA) modelling software system that dynamically models aircraft performance in space and time to produce fuel burn, emissions and noise.

included or could not be matched, an appropriate substitution was made with reference to the comprehensive substitution list published by EUROCONTROL. This list is recommended by the CAA for use alongside AEDT.

- Population data – the CACI database 2018 was used to analyse households, population numbers and large users. This is based on Census data from the 2011 Census that is updated annually;
- Noise sensitive areas – school location data, including the addresses for primary, secondary and special needs schools and colleges, was sourced from the 2018 data set obtained from the GOV.UK website. The hospital location data used is a 2015 data set obtained from the data.gov.uk website, published by NHS Choices.
- Future developments – Local authorities, environmental and planning departments have been engaged to understand how future developments around the airport may be impacted by the change. Where appropriate, each ‘people overflown’ metric used in the appraisal considers both existing and planned developments.

4.3.2 Schedule of consultation

- 20th December 2019 – CONSULT Gateway;
- 13th January 2020 – Consultation begins;
- 9th April 2020 – Consultation ends.

The sponsor intends to prepare, at their own risk, the necessary consultation material ahead of the CONSULT Gateway. If approval is granted, the sponsor will launch the consultation in accordance with the timeline stated above. However, the sponsor equally commits to ensuring that any requirements, observations or feedback from the CAA resulting from the CONSULT Gateway will be addressed before consultation begins.

4.4 Reversion Statement

The consultation document will include a reversion statement. The sponsor considers this proposal to be the ‘do minimum’ option. The ‘do nothing’ option would see LJLA continue to rely on ground-based, conventional navigational procedures. Many of the navigation aids that define these procedures are reaching the end of their productive life and are due to be phased out over the next few years; to ‘do nothing’ is therefore not an option.

Should the proposal be approved and implemented, LJLA will introduce procedures that are compliant with PBN criteria that are designed to be flown with reference to GNSS, making LJLA compliant with Resolution 36/23 ratified by the 36th International Civil Aviation Organisation (ICAO) General Assembly, as well as with the Airspace Modernisation Strategy (AMS)⁶ published by the CAA.

4.5 Post-Consultation and Next Steps

After the consultation, a feedback document will be compiled, summarising the themes and the sponsor’s response to any issues raised. It will illustrate how the

⁶ CAP 1711- <https://publicapps.caa.co.uk/docs/33/CAP%201711%20Airspace%20Modernisation%20Strategy.pdf>

sponsor has heard and understood the responses received, how those responses might impact the proposal and, where it has not been possible to accommodate them in whole or part, why not. All feedback will be presented transparently, detailing why responses have been categorised and how those responses will be acted upon. The feedback document will be available for download via the portal and the final submission will be drafted based on the final design described in the feedback report.

The sponsor considers this consultation strategy to be reasonable and proportionate. Relevant stakeholders have been identified and initial engagement has been completed. Notwithstanding the sponsor's view that the preferred options have been identified, it has been made clear in the Consultation Document that there is scope to change the proposal based on stakeholder feedback.

Subject to passing the Stage 3 Gateway Assessment, the sponsor will finalise the consultation material, set up the appropriate online consultation web page and launch the consultation in accordance with the approach set out in paragraph 4.1.

Table 1 below summarises the key dates and activities for the LJLA Airspace Transition consultation process. A table containing the key events and dates will also be included in the Consultation Document.

Activity	Location	Date
Stage 3 CONSULT Gateway		20 th December 2019
Consultation Launch	CAA airspace change portal	13 th January 2020
Stakeholder Reminders	e-mail/Social Media	21 st February 2020
Public Drop-In Session	LJLA Terminal Building	12 th February 2020
Stakeholder Reminders	e-mail/Social Media	23 rd March 2020
Public Drop-In Session	LJLA Terminal Building	7 th March 2020
Consultation Finishes		9 th April 2020
ACP Submission		9 th June 2020

Table 1 – Consultation Period Key Activities and Dates

A1 List of Stakeholders

A1.1 Introduction

This section outlines the key stakeholder organisations and individuals that LJLA believes could be affected by the proposed changes to airspace at and around the airport.

A1.2 Non-Aviation Stakeholders

A1.2.1 Combined, Unitary and Local Authorities

Council Authorities	
Bolton Metropolitan Borough Council	Cheshire East Council
Cheshire West and Chester Council	Chorley Council
Denbighshire County Council	Flintshire County Council
Greater Manchester Combined Authority	Halton Borough Council
Lancashire County Council	Knowsley Metropolitan Borough Council
Liverpool City Council	Liverpool City Region Combined Authority
Salford City Council	Sefton Metropolitan Borough Council
St Helens Metropolitan Borough Council	Trafford Metropolitan Borough Council
Warrington Borough Council	West Lancashire Borough Council
Wigan Borough Council	Wirral Metropolitan Borough Council
Wrexham County Council	

Table 2 – Regional Council Authorities

A1.2.2 Parish and Town Councils

Town (TC), Parish (PC) & Community (CC) Councils & Parish Meetings (PM)		
Acton Bridge PC	Adlington PC	Aintree Village PC
Aldford & Saughton PC	Alpraham PC	Alvanley PC
Anderton PC	Anderton with Marbury PC	Antrobus PC

Town (TC), Parish (PC) & Community (CC) Councils & Parish Meetings (PM)		
Appleton PC	Argoed CC	Ashton Hayes & Horton-cum-Peel PC
Aston by Budworth PC	Aston PM	Aughton PC
Backford PC	Bagillt CC	Barnton PC
Barrow PC	Beeston PC	Bickerstaffe PC
Billinge Chapel End PC	Birchwood TC	Bispham PM
Blackrod TC	Bold PC	
Bostock PC	Broughton & Bretton CC	Broxton & District PC
Brynford CC	Buckley TC	Bunbury PC
Burscough PC	Burtonwood & Westbrook PC	Burwardsley PC
Caerwys TC	Calveley PC	Capenhurst & Ledsham PC
Charnock Richard PC	Cholmondeston & Wettenhall PC	Christleton PC
Church Minshull PC	Churton PC	Cilcain CC
Clotton Hoofield PC	Coddington & District PC	Comberbach PC
Connah's Quay TC	Coppull PC	Croft PC
Cronton PC	Crowton PC	Cuddington PC
Cuerdley PC	Culcheth & Glazbury PC	Dalton PC
Daresbury PC	Darnhall PC	Davenham PC
Delamere & Oakmere PC	Dodleston & District PC	Downholland PC
Duddon & Burton PC	Dunham-on-the-Hill & Hapsford PC	Dutton PC
Eaton & Eccleston PC	Eccleston PC	Elton PC
Flint TC	Formby PC	Frodsham TC
Grappenhall & Thelwall PC	Great Altcar PC	Great Boughton PC
Great Budworth PC	Great Sankey PC	Guilden Sutton PC
Gwerafield and Pantymwyn CC	Gwerymynydd CC	Haigh PC
Hale PC	Halebank PC	Halewood TC
Halkyn CC	Halsall PC	Handley & District PC
Hargrave & Huxley PC	Hartford PC	Hatton PC
Haughton PM	Hawarden CC	Helsby PC

Town (TC), Parish (PC) & Community (CC) Councils & Parish Meetings (PM)		
Heskin PC	High Legh PC	Higher Kinnerton CC
Hightown PC	Hilldale PC	Holywell TC
Hope CC	Horwich TC	Huntington PC
Ince Blundell PC	Ince PC	Kelsall PC
Kingsley PC	Kingsmead PC	Knowsley TC
Lathom PC	Lathom South PC	Lea-by-Backford PC
Leeswood & Pontblyddyn CC	Little Altcar PC	Little Budworth PC
Little Leigh PC	Little Stanney & District PC	Littleton PC
Llanarmon-Yn-Ial CC	Llanasa CC	Llanferres CC
Llanfynydd CC	Llay CC	Lydiate PC
Lymm PC	Maghull TC	Manley PC
Marston PC	Mawdesley PC	Melling PC
Mickle Trafford & District PC	Minshull Vernon & District PC	Mold TC
Mollington PC	Moore PC	Mostyn CC
Mouldsworth PC	Moulton PC	Nannerch CC
Nercwys CC	Neston TC	Newburgh PC
Norley PC	Northop CC	Northop Hall CC
Northwich TC	Parbold PC	Peckforton PM
Penketh PC	Penyffordd CC	Poulton & Pulford PC
Poulton-with-Fearnhead PC	Prescot TC	Preston Brook PC
Preststyn TC	Puddington PC	Queensferry CC
Rainford PC	Rainhill PC	Rixton-with-Glazebrook PC
Rossett CC	Rowton PC	Rudheath PC
Rushton PC	Saltney TC	Sandymoor PC
Saughall & Shotwick Park PC	Scarisbrick PC	Sealand CC
Sefton & Lunt Villages PC	Seneley Green PC	Shevington PC
Shotton TC	Simonswood PC	Spurstow PC
Stanthorne & Wimboldsley PM	Stockton Heath PC	Stoke & Hurleston PC

Town (TC), Parish (PC) & Community (CC) Councils & Parish Meetings (PM)		
Stretton PC	Sutton Weaver PC	Tarporley PC
Tarvin PC	Tattenhall & District PC	Thornton PC
Thornton-le-Moors PC	Tiverton & Tilstone Fearnall PC	Trelawnyd & Gwaenysgor CC
Treuddyn CC	Up Holland PC	Upton-by-Chester & District PC
Utkinton & Cotebrook PC	Walton PC	Wardle PC
Waverton PC	Weaverham PC	Westhoughton TC
Whiston TC	Whitegate & Marton PC	Whitford CC
Whitley PC	Willington PC	Wincham PC
Windle PC	Winsford TC	Winwick PC
Woolston PC	Worleston & District PC	Worthington
Wrightington PC	Ysceifiog CC	

Table 3 – Town and Parish Councils

A1.2.3 National Environmental and Conservation Organisations

National Organisations	
Campaign to Protect Rural England	National Trust
Natural England	Friends of the Earth
Countryside Council for Wales	Environment Agency
National Parks UK	Forestry Commission

Table 4 – National Environmental and Conservation Organisations

A1.2.4 Members of Parliament

Member of Parliament	Constituency
Sir Graham Brady	Altrincham and Sale West
Rt Hon Mark Tami	Alyn and Deeside
Yasmin Qureshi	Bolton South East
Chris Green	Bolton West
Mick Whitley	Birkenhead
Peter Dowd	Bootle
Rt Hon Sir Lindsay Hoyle	Chorley
Christian Matheson	City of Chester

Member of Parliament	Constituency
Rt Hon David Jones	Clwyd West
Kieran Mullan	Crewe and Nantwich
Rob Roberts	Delyn
Edward Timpson	Eddisbury
Justin Madders	Ellesmere Port and Neston
Maria Eagle	Garston and Halewood
Derek Twigg	Halton
Rt Hon George Howarth	Knowsley
James Grundy	Leigh
Kim Johnson	Liverpool, Riverside
Dan Carden	Liverpool, Walton
Paula Barker	Liverpool, Wavertree
Ian Byrne	Liverpool, West Derby
Yvonne Fovargue	Makerfield
Conor McGinn	St. Helens North
Marie Rimmer	St. Helens South and Whiston
Bill Esterson	Sefton Central
Damien Moore	Southport
Katherine Fletcher	South Ribble
Rt Hon Esther McVey	Tatton
James Davies	Vale of Clwyd
Angela Eagle	Wallasey
Charlotte Nichols	Warrington North
Andy Carter	Warrington South
Mike Amesbury	Weaver Vale
Lisa Nandy	Wigan
Alison McGovern	Wirral South
Margaret Greenwood	Wirral West
Barbara Keeley	Worsley and Eccles South
Sarah Atherton	Wrexham

Table 5 – Elected Representatives

A1.2.5 National Assembly for Wales

Assembly Member	Constituency
Michelle Brown	Regional Assembly Member – North Wales
Llyr Gruffydd	Regional Assembly Member – North Wales
Mark Isherwood	Regional Assembly Member – North Wales
Mandy Jones	Regional Assembly Member – North Wales
Jack Sargeant	Constituency Assembly Member – Alyn & Deeside
Darren Millar	Constituency Assembly Member – Clwyd West
Hannah Blythyn	Constituency Assembly Member – Delyn
Ann Jones	Constituency Assembly Member – Vale of Clwyd
Lesley Griffiths	Constituency Assembly Member – Wrexham

Table 6 – Members of the National Assembly for Wales

A1.3 Aviation Stakeholders

A1.3.1 National Aviation Organisations

Organisation	Known As
Airlines UK	
Airport Operators Association	AOA
Airspace4All	
Airfield Operators Group	AOG
Aircraft Owners and Pilots Association	AOPA UK
Association of Remotely Piloted Aircraft Systems	ARPAS UK
Aviation Environment Federation	AEF
British Airways	
BAE Systems	
British Airline Pilots' Association	BALPA
British Balloon and Airship Club	BBAC
British Business & General Aviation Association	BBGA
British Gliding Association	BGA
British Helicopter Association	BHA
British Hang Gliding and Paragliding Association	BHPA
British Microlight Aircraft Association	BMAA
British Model Flying Association	BMFA

Organisation	Known As
British Parachute Association	BPA
General Aviation Alliance	GAA
General Aviation Safety Council	GASCo
Guild of Air Traffic Control Officers	GATCO
Honourable Company of Air Pilots	HCAP
Helicopter Club of Great Britain	HCGB
Heavy Airlines	
Isle of Man CAA	
Light Aircraft Association	LAA
Low Fares Airlines	
Military Aviation Authority	MAA
MoD Defence Airspace & Air Traffic Management	MoD DAATM
NATS	
Navy Command HQ	
PPL/IR (Europe)	
UK Airprox Board	UKAB
UK Flight Safety Committee	UKFSC
United States Air Force Europe (3 rd AF Directorate Of Flying)	USAFE (3 rd AF-DOF)

Table 7 – NATMAC

A1.3.2 Air Navigation Service Providers

ANSP	
NERL Prestwick Centre	NATS Manchester Airport
Hawarden / SERCO	BAES Warton

Table 8 – Air Navigation Service Providers

A1.3.3 LJLA Operators

Airlines	
Air Ambulance - Babcocks	Blue Air
Blue Islands	BMI Regional
easyJet	FlyBe
Lauda Air	NPAS
Ryanair	Stobart Air

Airlines	
Titan Airways	TUI
Wideroe	Wizz Air
XLR	

Table 9 – LJLA Operators

A1.3.4 Local GA Community

LJLA Operators	
Helicentre	Keenair
Liverpool Flying School	Lomac Aviators
Merseyflight	Ravenair
Southport & Merseyside Flying Club	

Table 10 – LJLA GA Operators

A1.3.5 Local Aerodromes

Local Aerodromes	
Ashcroft Aerodrome	BAES Warton
Birkdale Sands Airfield	Blackpool Airport
City Airport (Barton)	Hawarden Aerodrome
Hawksview Airfield	Hoghton Airfield
Manchester Airport	RAF Shawbury
RAF Valley	RAF Woodvale
Sleap Airfield	Stretton Airfield
Tilstock Airfield	Waverton Airfield

Table 11 – Local Aerodromes

A1.3.6 Local Aviation Consultees

Local Aviation	
Air Navigation & Trading Company	Air Training Club Aviation
Cheshire Microlight Centre	Denbigh Gliding Club
Flight Academy Flight Training	Flightpath Blackpool
Heli 2000	High Peak Helicopters
L A C Flying School	MTMA Group
Mainair Flying School	Mainair Microlight Flying School

Local Aviation	
Manchester Flight Training Ltd	North Wales Gliding Club
Shropshire Aero Club	Skydive Tilstock Freefall Club
Westair Flying School	West Lancashire Microlight School

Table 12 – Local Aviation Stakeholders

A1.3.7 LJLA Airport Consultative Committee

Name	Organisation
Bob Swann	Halewood Town Council/Chairman
Tony Rice	Vice Chairman/Disabled Persons Rep
Cllr Michael Green	Lancashire County Council
Alan Ascott	ARCH under the Bridge
Cllr Caroline Ashton	Frodsham Town Council
Cllr Edna Finneran	Halewood Town Council
Michelle Cameron	Liverpool & Sefton Chamber of Commerce & Industry
	St Helens Metropolitan Borough Council
Claire Delahunty	Liverpool Local Enterprise Partnership
Therese Irving	Wirral Older People's Parliament
Norman Elias	Passenger Representative
Cllr Chris Ellams	Helsby Parish Council
Cllr Stan Hill	Halton Borough Council
Cllr Mrs Evelyn Hudson	Hale Parish Council
Keith Levin	Liverpool Airport General Aviation Users Association
Jordi Morell	West Cheshire and North Wales Chamber of Commerce
Cllr Ron Abbey	Wirral Metropolitan Borough Council
Alex Naughton	Merseytravel
Simon Osborne	National Trust
Cllr Ralph Oultram	Cheshire West and Chester Council
Cllr Tony Brennan	Knowsley Metropolitan Borough Council
Cllr Steve Parish	Warrington Borough Council
Steve Pearse	Friends of Liverpool Airport
Cllr Michael Roche	Sefton Metropolitan Borough Council

Name	Organisation
Cllr Colin Rowan	Halebank Parish Council
Cllr Jeremy Wolfson	Liverpool City Council
Angus Tilston MBE	South Wirral Community (Wirral Transport Users Association)
Cedric Green	North Cheshire Rail Users' Group

Table 13 – Airport Consultative Committee

A1.3.8 LJLA Noise Monitoring Sub-Committee

Name	Organisation
Norman Elias	Chairman
Ian Gaskell	Environmental Health, Knowsley Metropolitan Borough Council
Cllr Tricia O'Brien	Liverpool City Council - Cressington Ward
Larry Dack	Speke Estate
Paul Farrell	Environmental Health, Liverpool City Council
Ian Rushforth	Environmental Health, Liverpool City Council
Peter Hargreaves	Environmental Health, Chester West and Chester Council
Norman Joughin	Environmental Health, Wirral Metropolitan Borough Council
Cllr Malcolm Spargo	Hale Parish Council
Bob Swann	Chairman of Consultative Committee
Alan Ascott	Arch under the Bridge
Cllr Jeremy Wolfson	Liverpool City Council – Speke – Garston Ward
Isobel Mason	Environmental Health, Halton Borough Council
Angus Tilston MBE	South Wirral Community (Wirral Transport Users Association)
Phil Jones	Airlines – EasyJet

Table 14 – Noise Monitoring Sub-Committee

A2 Engagement Activities

A2.1 Overview

CAP 1616 sets out the consultation and engagement requirements throughout each stage of the airspace change process. This section addresses how LJLA has implemented those requirements so far.

A2.2 Step 1A - Assess Requirement

One of the purposes of the Assessment Meeting was for the change sponsor to provide information on how it intended to meet the engagement requirements of the various stages of the airspace change process. LJLA confirmed that it is eager to engage with all relevant stakeholders and engagement would be tailored to ensure an appropriate cross-section of stakeholder views was gathered to inform each Stage of the process.

A2.2.1 Engagement Prior to commencement of Airspace Change Process

Prior to submission of the Statement of Need and subsequent Assessment Meeting, LJLA had started to engage with some stakeholders to ensure that they were informed of the intended changes and subsequent engagement and consultation requirements. Specifically, LJLA engaged with the following stakeholders:

- Local Authorities and Planning Departments.
- Meetings with local airports and NATS Prestwick Centre.
- LJLA Airport Consultative Committee (ACC) and Noise Monitoring Sub-Committee (NMSC).

A2.2.2 Engagement on Design Principles

The intention of LJLA was to use a structured questionnaire to elicit responses in support of the Design Principles. LJLA was aware that stakeholders would have differing levels of aviation knowledge and this was considered when the documentation and background information for non-aviation stakeholders was prepared. LJLA also used Focus Groups for defined local engagement, in particular continued engagement with the LJLA ACC and the NMSC.

Engagement at this stage involved the following organisations:

- Aviation Stakeholders:
 - Prestwick Centre
 - Manchester Airport
 - Hawarden Aerodrome
 - RAF Shawbury
 - BAEs Warton
 - Tilstock Parachute Centre
 - General Aviation (GA) Community
 - NERL
 - FASI (N) Steering Group

- Non-Aviation Stakeholders:
 - Natural England/Environment Agency
 - Local Authorities/Local Planning Authorities
 - Elected Local Representatives (MP/MEP)

LJLA maintained an engagement log, detailing all engagement activities, including all stakeholders who had been involved as part of the process, along with all responses received. Information on any stakeholders contacted who chose not to engage with the airport has also been recorded and collated.

A2.3 Step 1B – Design Principles

CAP 1616 states that it is important for Design Principles to be drawn up through discussion between the Change Sponsor and potentially affected stakeholders at the early stages of the airspace change process. The aim of this engagement was to ensure that stakeholders had a good level of understanding of the proposed change, and to ascertain what design considerations were important to them.

In order to fulfil the required engagement aims, LJLA sent out questionnaires to aviation and non-aviation stakeholders and held Focus Group meetings for defined stakeholders. At that stage of the process, initial engagement was limited to a selection of representative bodies and individuals who were able to offer views on behalf of their local communities. The views received helped to formulate the Design Principles that provided the framework against which Design Options were evaluated.

A2.3.1 Design Principles Questionnaires

A series of 4 questionnaires were developed for specific groups of aviation and non-aviation stakeholders, as detailed below:

- Public Representatives.
- Local Government and Planners.
- Airline Operators and General Aviation (GA).
- Airports and Air Navigation Service Providers (ANSP).

The questions on each questionnaire were relevant to each group and were designed to help LJLA understand the constraints that should be considered when developing the Design Principles. It was made clear that stakeholders should not feel constrained in their response to any of the questions and that LJLA would welcome any feedback that stakeholders chose to contribute on any other relevant local constraints or issues.

The questionnaires were sent to representatives from the groups outlined above, with specific dates for return. LJLA followed this up with reminders of deadlines to ensure all stakeholders had the opportunity to provide input to the process. In addition, LJLA invited stakeholders to attend one of the planned Focus Group meetings.

A2.3.2 Focus Groups

LJLA held a series of Focus Groups to further elicit and discuss Design Principles with selected relevant stakeholders. Three focus groups were organised for different types of stakeholders including:

- Airport Users, GA and ANSPs.
- LJLA ACC and NMSC.
- Local Authorities/Planning Authorities.

In addition to discussing Design Principles, the Focus Groups were asked to assess the appropriateness of the Level status allocated by the CAA for this airspace change proposal.

A2.3.3 National Air Traffic Management Advisory Committee (NATMAC)

LJLA engaged with members of the NATMAC, seeking any views that members wished to express that would help to define the Design Principles. LJLA did not issue a questionnaire but requested any views regarding operational, environmental or technical constraints that should be considered. A deadline for responses was issued in line with the deadline for questionnaire responses, with a reminder of the deadline to allow all NATMAC members the opportunity to respond.

A2.3.4 Design Principles Review and Ranking

Once the shortlist of Design Principles had been developed, LJLA undertook a second round of engagement in order for LJLA to understand which Design Principles were the most important to the stakeholders and their representative organisations. The list of stakeholders that were engaged at this stage was restricted to those organisations or individuals that provided a response to the original engagement either through the questionnaires, by attending a Focus Group meeting or through NATMAC correspondence.

Stakeholders were asked to provide the following information regarding each Design Principle:

- Whether or not they agreed with the Design Principle.
- How they would rate the Design Principle in terms of importance.
- How they would rank the Design Principle in order of priority.

In addition, stakeholders were asked to provide any amplifying comments on their responses and also gave them the opportunity to suggest any additional Design Principles that they felt ought to be considered.

The stakeholder responses were analysed and a prioritised shortlist of Design Principles was developed against which Design Options were evaluated through further engagement at the next Stage of the process.

A2.4 Step 2A – Options Development

LJLA developed a set of Design Options that addressed the Statement of Need. LJLA shared these with the same representative bodies involved in developing the

Design Principles. Any options that were unviable and could not be taken forward, or any restrictions on the Design Options developed, were clearly explained to the stakeholders, with the appropriate evidence to support the reasons.

LJLA produced an Options Development document that was sent via e-mail to all relevant stakeholders, seeking any views or comments regarding the draft procedure designs.

In addition, LJLA hosted workshops to explain in more detail the different departure and arrival options being considered as part of the process. The aim of the meetings was to ensure that stakeholder concerns had been properly understood and accounted for in designing options. LJLA maintained a formal record and minutes of these workshops showing how decisions taken related to stakeholder feedback.

For those stakeholders that were unable to attend the workshops, LJLA organised visits to relevant organisations to ensure that they had all the information required to make an informed response to the Options Development engagement. Details of these organised meetings are included in the sections below.

A2.4.1 Airspace Transition Options Development Meetings

- Hawarden (Airbus) Airport – Monday 4th March 2019
- Wirral Metropolitan Borough Council – Monday 4th March 2019
- Halton Borough Council – Monday 4th March 2019

In addition, LJLA agreed to host the Merseyside Pollution Group meeting on the 7th March 2019. The Group is made up of Pollution Control Environmental Health Officer's from Liverpool, Wirral, Sefton, Knowsley, St Helens, Halton and Cheshire West & Chester Councils who specifically deal with noise, and their associated complaints, for their respective Authorities. The Group had previously been briefed on LJLA's Airspace Transition project and this meeting gave the opportunity for LJLA to update the Group on the progress of the Airspace Change Proposal (ACP).

A2.5 Step 2B – Options Appraisal

LJLA carried out an Initial Appraisal of the impacts of each of the design options identified, assessing them against the 'Do Nothing' scenario. This appraisal contained a qualitative assessment of the different options, highlighting to stakeholders the relative differences between the impacts of each option. Although this appraisal was conducted 'in-house', LJLA engaged with Local Authorities and local communities to include population data for developments (housing, schools, hospitals etc) that have planning permission and to take regard of any local plans, such as what is anticipated under Local Development Frameworks.

A2.6 Non-Stage Specific Engagement

Throughout the CAP 1616 process, LJLA updated key stakeholders on the progress of the proposal through a variety of means, including Information Sheets, one-to-one meetings and attending local government meetings. Table 15 below details the engagement undertaken by LJLA to keep its local stakeholders informed on the Airspace Transition project.

Date		Method
23 rd January 2019	LJLA Airspace Transition Stage 2 – Information Sheet	Sent by e-mail to stakeholders involved in the development of the Stage 1 Design Principles
28 th January 2019	LJLA Airspace Transition Project & Local Air Quality	Letter to Liverpool City Council
28 th January 2019	LJLA Airspace Transition Project & Local Air Quality	Letter to Halton Borough Council
14 th February 2019	LJLA Airspace Transition Design Options	Meeting with Natural England to discuss Design Options
8 th March 2019	Update on LJLA Airspace Transition project	Merseyside Pollution Group meeting – hosted by LJLA
11 th March 2019	Update on LJLA Airspace Transition project	Halebank Parish Council meeting
23 rd May 2019	Update on LJLA Airspace Transition project	City Airport (Barton) Safety Committee Meeting
8 th July 2019	Update on LJLA Airspace Transition project	Visit to LJLA ATC by representatives from Natural England

Table 15 – Engagement Activities