

MINUTES OF CUMBERNAULD AIRPORT ACP ASSESSMENT MEETING HELD AT AVIATION HOUSE, GATWICK ON WEDNESDAY 15th JANUARY 2020

24/01/2020

CAA Case Office
CAA Portal
Cumbernauld Airport File

Present	Appointment	Representing
[redacted] [by phone]	Change Sponsor	Cumbernauld Airport
[redacted] (Case Officer)	Project Manager	[redacted]
[redacted] [by phone]	Airspace Regulator (Technical)	CAA
[redacted]	IFP Principal	CAA
[redacted]	Airspace Regulator (Technical)	CAA
[redacted]	Airspace Regulator (Engagement and Consultation)	CAA

CAA Assessment Meeting Opening Statement

CAA noted that the Statement of Need (SoN) was received in advance of the Assessment Meeting and confirmed that the documents would be published together with minutes of the meeting on the CAA website. CAA explained the purpose of the meeting and confirmed that the meeting was an Assessment Meeting and not a Gateway. The CAA reinforced that the sponsor was required to provide a broad description of their proposed approach to meeting the CAA's CAP 1616 requirements, but the CAA was not deciding whether the proposed approach met the detailed requirements of the CAA's process at this stage. The purpose of the Assessment Meeting (set out in detail in CAP 1616) was broadly:

- for the Sponsor to present and discuss their Statement of Need,
- to enable the CAA to consider whether the proposal concerned falls within the scope of the formal airspace change process,
- to enable the CAA to consider the appropriate provisional Level to assign to the change proposal.

Additionally, the sponsor was required to provide information on how it intended to proceed to fulfil the requirements of the airspace change process and to provide information on timescales. Lastly, the sponsor was required to provide information on how it intended to meet the engagement requirements of the various stage of the airspace change process.

	ACTION
<p>Item 1 – Introduction</p> <p>The CAA Case Officer opened the meeting, led the introductions and obtained agreement for the Agenda. The Change Sponsor and IFP Principal were not present in the room and joined the meeting via a voice only link.</p> <p>As a result, the Project Manager conducted the meeting on behalf of the Change Sponsor describing to the external participants when a new slide from the presentation was projected on screen. [Post meeting note – the presentation has now been forwarded to the CAA Case officer including a redacted PDF].</p>	<p>Project Manager</p>

<p>The Project Manager invited the Change Sponsor to provide the meeting with a brief history of Cumbernauld Airport. He explained that it had been built in 1988 in a time when New Town Development Corporations saw such facilities as important to local economic growth and he had taken a long lease on a hangar there. In 1994 the Development Corporation was wound up and he was able to take over the whole airport. Apart from operating the airport, his main business is maintaining Britten Norman BN-2 Islander aircraft which are a mainstay of scheduled air services to remote parts of Scotland.</p>	
<p>Item 2 – Statement of Need (discussion and review)</p> <p>The Change Sponsor explained that the need for an instrument approach has existed since gale force winds destroyed ground-based navigation equipment which had provided an NDB/DME non-precision let-down procedure since the 1990s.</p> <p>Because Britten Norman Islander aircraft maintained at Cumbernauld have been delayed due to inclement weather disrupting maintenance-flight arrivals, this has had a knock-on effect on the Lifeline Air Services funded by the Scottish Government under a Public Service Obligation to and from the inner and outer islands and their inhabitants.</p> <p>One such service transports schoolchildren who used to have to go by sea and stay away from home in dormitories.</p>	
<p>Item 3 – Issues or opportunities arising from proposed change</p> <p>There is Controlled Airspace (CAS) to the east and west of Cumbernauld; the Glasgow CTR from the surface up to 6000' and the Edinburgh CTA from 3000' up to 6000'. The minimum safety altitude is as high as 3200 to the southwest and up to 4600' to the north.</p> <p>As Cumbernauld sits under Class G airspace with a field elevation of only 350 feet the pre existing IAP kept traffic out of adjacent CAS. There is a clear opportunity to make use of satellite technology to realise a simple repetition of the tracks and not require access to CAS which other forms of 3D approaches might require.</p> <p>After the CAA liberalised rules concerning <i>ab initio</i> flying training for a Private Pilot's Licence, the flying school business activity has fallen for Cumbernauld. The opportunity to offer training is seen as beneficial to the future prosperity of the airport and its stakeholders.</p>	
<p>Item 4 – Options to exploit opportunities or address issues identified</p> <p>A number of Islander aircraft were funded through a European Grant to upgrade their avionics to EGNOS capability and although this has helped on their networks, where HIAL have already introduced RNAV(GNSS) IAPs, they can't make use when returning for maintenance.</p> <p>Around 30 arrivals per year are delayed significantly and so the opportunity to offer a dependable level of regularity must be taken.</p>	

<p>Item 5 – Provisional indication of the scale level and process requirements</p> <p>The CAA Case Officer stated that the provisional level for this ACP would be Level 1. The level would be confirmed at Stage 2 Develop and Assess gateway.</p>	<p>CAA</p>										
<p>Item 6 – Provisional process timescales*</p> <p>The Project Manager raised the issue of timescales. The recent changes to the Direction from the DfT to the CAA has made the job of picking a realistic timescale harder. As this ACP is one of the first since the change dates have been set to a far more ambitious target than CA1616 would normally indicate (109 weeks).</p> <p>The intention is to have this work complete by the end of 2020.</p> <table border="0"> <tr> <td>Stage 1 Define Gateway</td><td>29/2/2020</td></tr> <tr> <td>Stage 2 Develop & Assess Gateway</td><td>30/4/2020</td></tr> <tr> <td>Stage 3 Consult Gateway</td><td>31/7/2020</td></tr> <tr> <td>Stage 4 Update & Submit</td><td>28/8/2020</td></tr> <tr> <td>Decide Gateway</td><td>30/12/2020</td></tr> </table> <p>The Change Sponsor and Project Manager thanked the CAA Case Officer for the suggestion that two Stages could be submitted to one Gateway and will take this away to consider.</p> <p><i>* The provisional timeline put forward at this assessment meeting will be subject to change by the CAA. This will currently mainly be for two reasons;</i></p> <ol style="list-style-type: none"> <i>1. The SoS has directed us to prioritise GNSS applications which may have an impact on your ACP if we need to direct resource accordingly</i> <i>2. The FAS(N) masterplan requires proposals within that plan to be progressed in a coordinated way, in accordance with a programme plan. Once this masterplan has been accepted by us, it may require us to rearrange Gateway bookings to achieve coordination which may include changing a gateway slot that you have previously been targeting.</i> 	Stage 1 Define Gateway	29/2/2020	Stage 2 Develop & Assess Gateway	30/4/2020	Stage 3 Consult Gateway	31/7/2020	Stage 4 Update & Submit	28/8/2020	Decide Gateway	30/12/2020	<p>Change Sponsor</p>
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<p>Item 7 – Next steps</p> <p>It was agreed that the Project Manager would produce on behalf of the Change Sponsor meeting minutes within 2 weeks (by Wednesday 29th January 2020) and provide indicative timescales for all required Gateways.</p> <p>The Change Sponsor will commence work on Design Principles and continue with the Bowtie Questionnaire. The aim is to finalise the Design Principles and provide evidence of engagement before the Define Gateway deadline.</p>	<p>Change Sponsor</p>										
<p>Item 8 – Any other business</p> <p>The Project Manager asked what existing elements of CAP1616 will no longer be required for this proposal?</p> <p>The CAA Case Officer replied the CAA is now able to remove both options appraisal (as described in Part 1 of CAP 1616) and the use of WebTag by the sponsor from the process to be followed to develop a GNSS airspace change proposal.</p>											

ACTIONS ARISING FROM THE CUMBERNAULD AIRPORT ACP ASSESSMENT MEETING

Subject	Name	Action	Deadline
Meeting Minutes	Change Sponsor	Minutes of the meeting to be reviewed, agreed by CAA and Change Sponsor and published within 2 weeks.	29/1/2020
ACP Timescales	Change Sponsor	Update ACP Timescales and send to CAA	29/1/2020
Post Meeting Note	CAA	Feedback received from Airspace Regulator that due to the original NDB/DME Instrument Flight Procedure having been removed from the AIP any new procedure cannot be a true replica. However, the design may follow a similar track as closely as possible.	29/1/2020

Cumbernauld Airport
ACP Sponsor