

**MINUTES OF FASI-N MTMA MANCHESTER ASSESSMENT MEETING HELD OVER WEBEX
ON 04/02/2020**

11/02/2020

Distribution List:

Present	Position	Representing
[REDACTED]	Airspace Change Account Manager	CAA
[REDACTED]	Technical Regulator	CAA
[REDACTED]	Technical Regulator	CAA
[REDACTED]	Airspace Specialist (Environment)	CAA
[REDACTED]	Economic Regulator	CAA
[REDACTED]	Consultation and Engagement Regulator	CAA
[REDACTED]	Technical Regulator	CAA
[REDACTED]	Principal Airspace Regulator	CAA
[REDACTED]	Manager, Airspace Change Compliance & Delivery	NATS
[REDACTED]	Airspace Change Specialist	NATS
[REDACTED]	Project Manager	NATS
[REDACTED]	Manager, ATC Development Prestwick	NATS
[REDACTED]	Manager, ATC Development Prestwick	NATS
[REDACTED]	Airspace Change Specialist	NATS

CAA Assessment Meeting Opening Statement

CAA noted that the Assessment Meeting Agenda and Assessment Meeting slides were 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 stages of the airspace change process.

	ACTION
<p>Item 1 – Introduction</p> <p>Introductions made and attendees confirmed.</p>	

<p>CAA opened the meeting and read out the opening statement.</p>	
<p>Item 2 – Statement of Need (discussion and review)</p> <p>The existing statement of need was agreed, no changes required.</p>	
<p>Item 3 – Issues or opportunities arising from proposed change</p> <p>CAA – asked for clarity on the latest DVOR rationalisation timescales which NATS provided an update on.</p>	
<p>Item 4 – Options to exploit opportunities or address issues identified</p> <p>CAA – asked how the low-level design is relevant, when NATS is focussed on design changes above 7,000ft. NATS – CAS bases could potentially be raised in order to give more airspace back to other airspace users. Also, all changes above 7,000ft will need to be coordinated with low-level design changes.</p> <p>CAA – Slide 22 (<i>Stakeholder Engagement</i>) should be updated to list stakeholders who will be engaged with throughout the process, not just during consultation. For Stage 1B, NATS can engage with a targeted group of stakeholders i.e. not all NATMAC members, but an appropriate representation. NATS should ensure all decisions such as which stakeholders are engaged, are justified. Noted by NATS – to update slide pack.</p> <p>CAA sent NATS the Consultation Institute stakeholder identification and mapping guidance which has been received.</p>	<p>NATS to update slides to include stakeholders engaged with.</p> <p>CAA to send NATS guidance</p>
<p>Item 5 – Provisional indication of the scale level and process requirements</p> <p>There was a discussion on the level of the proposal – NATS explained rationale behind their consideration that this could fall under a scalable Level 1 ACP. This is to be reviewed and confirmed by the CAA.</p> <p>CAA – NATS should be aware that any direct or secondary impact of changes to STARs/ ATS Routes below 7,000ft could impact noise. NATS – noted and relevant analysis would be completed.</p>	
<p>Item 6 – Provisional process timescales</p>	

ACTIONS ARISING FROM FASI-N MTMA MANCHESTER ASSESSMENT MEETING

Subject	Name	Action	Deadline
Statement of Need	NATS	NATS to update SoN to make it clear that our proposed changes will have to interface with the airport SIDs and arrival procedures. We may need to change STARs as part of our ACP.	14/02/20
Slides	NATS	NATS to amend typing errors in slides	11/02/20
Slides	NATS	NATS to list stakeholders who will be engaged with; not just consulted with	11/02/20
Consultation Institute guidance	CAA	CAA to distribute Consultation Institute guidance to NATS	11/02/20
Proposed timeline	NATS	NATS to include a 4-week document deadline in proposed timeline	11/02/20

NATS
ACP Sponsor