

MINUTES OF ACP-2021-002 ASSESSMENT MEETING HELD ONLINE ON 15th MARCH 2021

15th Mar 2021

Distribution: All meeting attendees

Present	Appointment	Representing
CAA1	Airspace Regulator (Technical)	CAA
CAA2	Airspace Regulator (Engagement & Consultation)	CAA
CAA3	Principal Airspace Regulator	CAA
CAA4	UAS Sector Technical Inspector	CAA
SKYLIFT1	Managing Director	Skylift UAV Limited
FLYBY1	Compliance Manager	Flyby Technology
APIAN1	Business Development Manager	Apian Ltd
APIAN2	Co-founder	Apian Ltd

CAA Assessment Meeting Opening Statement

CAA noted that the Statement of Need (SoN) and Agenda 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 stage of the airspace change process.

	ACTION
Item 1 – Introduction All meeting attendees introduced themselves. CAA1 opened the meeting at 1434 and read the CAA Assessment Meeting Opening Statement (see above).	
Item 2 – Statement of Need (discussion and review) APIAN2 summarised the SoN. In response to CAA4's question regarding an Operating Safety Case (OSC) related to this ACP, FLYBY1 summarised the situation with the Skylift UAV Ltd	FLYBY1 to contact

<p>OSC related to ACP-2020-064, which is a similar project. While that project is currently on hold due to an ACP engagement issue, the intention is that the core flying operation, which Skylift UAV have been told is close to approval, would be used for ACP-2021-002 with the differences specific to the location added as an annex to the OSC. CAA4 confirmed that this would be an acceptable approach and also confirmed later in the meeting that the UAS Sector Lead, CAA5, would be the point of contact for the OSC.</p>	<p>CAA5 for update on current OSC status</p>
<p>Item 3 – Issues or opportunities arising from proposed change</p> <p>FLYBY1 raised the following airspace issues with reference to the proposed route as depicted in the meeting agenda:</p> <ul style="list-style-type: none"> • A TDA surrounding the Isle of Wight end of the route would not comply with the CAA’s Safety Buffer Policy due to the proximity of the Solent CTA. Skylift UAV have already informally engaged with Southampton ATC and have established that both parties should be able to reach a suitable, safe, mutual agreement for a policy dispensation. Skylift UAV will formally engage with Southampton ATC and will include the agreement in the final submission report. • Queen Alexandra Hospital in Portsmouth is within the boundary of the Portsdown High Intensity Radio Transmission Area (HIRTA). Skylift UAV’s understanding is that while this does not constitute a problem from an Airspace Regulation point of view, operating within the HIRTA would present a hazard that would need to be mitigated in the OSC. The CAA representatives confirmed that this understanding is correct. To that end, Skylift UAV will contact BAE Systems to seek assistance in assessing the risk and conducting appropriate testing on their unmanned aircraft (UA) in the HIRTA. The subsequent mitigations will be added to the OSC. • Langstone Harbour bird sanctuary is an avoidance up to 500 FT above mean sea level (AMSL). Skylift UAV will fly over the top of the bird sanctuary at approximately 700 FT AMSL but need to know from an Airspace Regulation point of view if a TDA surrounding the route can still be put in place from the surface and inside the boundary of the avoidance. CAA3 did not know the answer to that question and took an action to find out. It was agreed that Skylift UAV should engage with the managers of the bird sanctuary during the stakeholder engagement process. (For information, the RSPB manage the bird sanctuary.) <p>APIAN2 highlighted the following opportunity:</p> <ul style="list-style-type: none"> • From an NHS perspective, participation in the Government’s Future Transport Zones (FTZ) programme, intended to fund the testing of innovative ways to transport people and goods in designated zones, will allow Southampton, Portsmouth and Isle of Wight NHS Trusts to work together to investigate consolidation of services. This UA project forms part of that investigation. <p>SKYLIFT1 made the following points:</p> <ul style="list-style-type: none"> • A similar trial using UA was conducted in 2020 between Lee-On-Solent and Binstead Airfield. This proved that transport between the airfields was quick but that transport between the airfields and the hospitals at either end was still an issue. The Skylift UAV trial follows on from that trial with the aim of establishing if flying directly between the hospitals provides appropriate time and cost savings. • The Skylift UAV UA is equipped with a Mode S transponder, making it electronically conspicuous to other suitably equipped airspace users, such 	<p>CAA3 to establish if TDA can be put in place inside the boundary of a bird sanctuary</p>

<p>as Helicopter Emergency Medical Services (HEMS) and the National Police Aviation Service (NPAS).</p> <p>CAA3 highlighted, noting both COVID-19 and FTZ drivers, it would be important to make clear the driver and requirement for the TDA in this instance. It was noted that the previous TDA had been established in this exact area to demonstrate UAS use in support of the COVID-19 response by transporting medical related material. It would be important to understand if/how this was different and why its duration and implementation date would satisfy this driver compared to moving forward with a Permanent Change.</p>	
<p>Item 4 – Process requirements</p> <ul style="list-style-type: none"> i. TDA Policy Statement ii. Stakeholder engagement iii. Safety Assessment <p>CAA1 confirmed that the proposal falls in line with airspace policy and is in scope of the scaled airspace change process. This will be a temporary airspace change with no level associated. TDA design must be the minimum size necessary to contain the operation and it should only be activated when necessary, with at least 24 hours' notice provided prior to activation. Skylift UAV may now proceed to Stage 3, Targeted Engagement or Consultation in the airspace change process.</p> <p>CAA2 outlined the scaled process in terms of the following: engaging relevant stakeholders; addressing safety and operational viability with stakeholders, ensuring that they have sufficient information to determine the likely impact on them; producing a report summarising the engagement responses from stakeholders, highlighting what was heard, what was done with that information and why. He also explained that it was necessary to assess if the proposal is likely to affect the distribution of traffic patterns below 7000 FT and if so, for the change sponsor to set out how they will inform affected communities prior to implementation, if the proposal is approved. The requirement to collate, monitor and report to the CAA on the level of content of related enquiries/complaints (if proposal is approved and implemented) was also acknowledged. There is no requirement for the CAA to formally approve Skylift UAV's intended engagement process and associated material, but CAA2 confirmed that he is happy to review any such documentation.</p>	
<p>Item 5 – Provisional timescales</p> <p>Skylift UAV proposed the following timescales:</p> <ul style="list-style-type: none"> • Stakeholder engagement – to be completed by 16th April 2021 • Final submission – by 21st April 2021 • CAA regulatory decision – by 19th May 2021 • AIC Publishing Schedule – 21st May 2021 • Implementation – 1st July 2021 <p>Noting that the proposed engagement window was 4 weeks, CAA2 encouraged Skylift UAV to clearly set out why they think that is a reasonable period within their engagement material.</p>	
<p>Item 6 – Next steps</p>	

<p>The next steps are as follows:</p> <ul style="list-style-type: none"> • CAA1 to send details of CAA attendees to FLYBY1 • CAA1 to provide National Air Traffic Management Advisory Committee (NATMAC) contact list to FLYBY1 • FLYBY1 to provide draft meeting minutes to CAA1 • CAA1 will circulate and review the meeting minutes • FLYBY1 will update the meeting minutes as necessary and upload a redacted version to the airspace change portal by 29/03/21 	<p>CAA1 to provide CAA attendees & NATMAC contact list</p> <p>FLYBY1 to produce draft meeting minutes</p>
<p>Item 7 – Any other business</p> <p>There being no further business, CAA1 closed the meeting at 1512.</p>	

ACTIONS ARISING FROM ACP-2021-002 ASSESSMENT MEETING

Subject	Name	Action	Deadline
OSC status	FLYBY1	Obtain update on current OSC status from CAA5	15/03/21
Bird Sanctuary	CAA3	Establish if TDA can be put in place inside the boundary of a bird sanctuary	19/03/21
CAA attendees	CAA1	Provide list of CAA meeting attendees to FLYBY1	15/03/21
NATMAC contact list	CAA1	Provide NATMAC contact list to FLYBY1	15/03/21
Meeting minutes	FLYBY1	Provide meeting minutes to CAA1 for review	19/03/21

Skylift UAV Limited
ACP Sponsor