

**MINUTES OF SPACEPORT 1 SCOLPAIG NORTH UIST TDA ACP ASSESSMENT MEETING  
HELD ONLINE ON 13 May 2021**

13 May 2021

Distribution List:  
All attendees

| Present    | Appointment                                    | Representing |
|------------|--|--------------|
| xxxxxxxxxx | Airspace Regulator TDA Case Officer            | CAA          |
| xxxxxxxxxx | Account Manager SP-1 ACP-2021-12               | CAA          |
| xxxxxxxxxx | Airspace Regulator (Engagement & Consultation) | CAA          |
| xxxxxxxxxx | Airspace Regulator (Technical)                 | CAA          |
| xxxxxxxxxx | Flight Operations (Rotary)                     | CAA          |
| xxxxxxxxxx | Airworthiness Policy Specialist Spaceflight    | CAA          |
| xxxxxxxxxx | Policy Specialist Spaceflight                  | CAA          |
| xxxxxxxxxx | Principal ATM Consultant and ACP Sponsor       | QinetiQ Ltd  |
| xxxxxxxxxx | Spaceport 1 Operations Director                | Spaceport 1  |

**CAA Assessment Meeting Opening Statement**

The CAA has received the Statement of Need, Agenda and Presentation in advance of this Assessment Meeting and can confirm that the documents are required to be published together with the minutes of this meeting on the airspace change portal.

The purpose of the Assessment Meeting as set out CAP1616 is for the Change Sponsor to present and discuss their Statement of Need, provide information on how it intends to fulfil the requirements of the airspace change process and present its provisional timescales. Lastly, the Sponsor is required to provide information on how it intends to meet the engagement requirements of the process

|  | <b>ACTION</b>  |
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| <b>Item 1 – Introduction</b><br>All attendees were introduced. The mandatory statement was read. The Sponsor described the relationship between QinetiQ and the Spaceport 1 (SP-1) consortium in addition to providing an overview of QinetiQ's role in managing the MOD sponsored Hebrides Range Danger Areas. A brief description of how QinetiQ would work with the MOD to enable access to the Danger Areas for commercial spaceport use was provided.   | <b>QinetiQ</b> |
| <b>Item 2 – Statement of Need (discussion and review)</b><br><br>The Sponsor explained: <ul style="list-style-type: none"><li>• SP-1 is consortium led by local council and comprising of Highlands &amp; Islands Enterprises, private investors and QinetiQ Ltd.</li><li>• Consortium are in the process, subject to planning permission, of developing a vertical launch spaceport site at Scolpaig, North Uist on the Western Isles.</li><li>• The site is being exploited as an opportunity in support of the UK government's spaceflight programme, 'LaunchUK', which aspires to grow the UK's global market share of the space sector to 10% by 2030 and be at the forefront of small satellite launch.</li><li>• The location has been carefully selected in order to minimise disruption to the public and airspace users, the latter through the exploitation of the existing Ministry of Defence (MOD) QinetiQ managed Danger Areas known as the Hebrides Range; the EG D701 complex.</li><li>• Site currently sits beneath Class G unregulated airspace but is only a few miles from the EG D701 complex.</li></ul> | <b>All</b>     |

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| <ul style="list-style-type: none"> <li>• Rocket launch poses a threat to other aviation stakeholders therefore there is a need to 'segregate' activity – This is probably best achieved through a small Temporary Danger Area (TDA) connecting the launch site with the adjacent Danger Areas and activated by NOTAM.</li> <li>• Site location will enable efficient use of irreducible spare capacity of the Hebrides Range Danger Areas and provide an existing safe environment to operate utilising existing Range facilities, elements of which will be enhanced to meet future space industry act regulation.</li> <li>• Existing airspace management procedures for the Range will be extended to accommodate SP-1 activities.</li> <li>• QinetiQ will manage both MOD use and SP-1 use of the Range thereby enabling the most efficient use of airspace in the spirit of Flexible Use of Airspace (FUA) concepts, especially when it is safe to conduct coincident operations.</li> </ul> <p>There were no questions or comments arising from the Statement of Need.</p>  |                       |
| <p><b>Item 3 – Issues or opportunities arising from proposed change</b></p> <p>The main issues identified by the Sponsor were detailed:</p> <ul style="list-style-type: none"> <li>• SP-1 site sits beneath Class G airspace and as such, any hazardous activity (rocket launch) is not segregated from other airspace users. The TDA will provide the opportunity to have segregated airspace that will enable SP1 to provide a safe site for sounding rocket launch.</li> <li>• It is recognised that the TDA fillet of airspace is only part of the story and any increase in D701 activity potentially has an impact on Commercial Air Transport (CAT) flying oceanic routes in and out of the UK. This impact is well understood by the Sponsor due to the Sponsor's role in the Hebrides Range ACP in 2014/5 and coordinating the airspace for the international missile defence exercises that occur at the Hebrides Range every two years.</li> <li>• Out with CAT, other agencies that could potentially be affected by the ACP include; the Northern Lighthouse Board, Fisheries, survey and SAR flights.</li> <li>• Additional workload on ATCOs/FISOs at Benbecula airport is also considered.</li> <li>• TDA duration not normally exceeding 90 days may not be adequate for the sounding rocket launch expected programme; repeated TDAs or extension of TDA duration could be required.</li> <li>• AIRAC cycle appears to compress timeline and could impact on September launch.</li> </ul> <p>Addressing the Issues:</p> <ul style="list-style-type: none"> <li>• Impact on CAT can be reduced by managing launch activity outside peak traffic flows. Furthermore, the existing Danger Areas are fully integrated into the existing air traffic management systems enabling harmonised and dynamic planning.</li> <li>• Current LoAs can be expanded with HIAL in order to minimise any increase in ATCO/FISO workload.</li> <li>• Extant Range procedures and processes enable access to the Danger Areas for Northern Lighthouse Board, Fisheries, Survey and SAR aircraft. These can be easily expanded to capture SP-1 activities.</li> <li>• Airspace will only be activated when needed and SP-1 use is expected to be infrequent, with first launch planned for mid-September, two subsequent launches in November then a rate of two to three launches every other month commencing March 2022.</li> <li>• TDA duration/repeat, and AIRAC issues were discussed at Item 5.</li> </ul> <p>The principal opportunity is enablement use of suborbital sounding rocket vertical launch opportunities from Scolpaig.</p> | <p><b>QinetiQ</b></p> |
| <p><b>Item 4 – Process Requirements</b></p> <p>The CAA explained that this was split into three distinct areas:</p> <ul style="list-style-type: none"> <li>• Process for a TDA</li> <li>• Stakeholder Engagement</li> <li>• Safety Assessments</li> </ul>   | <p><b>QinetiQ</b></p> |

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| <p>XX explained about the CAA Danger Area policy statement that had recently been updated to include TDAs. It was highlighted that the process for TDAs was now captured in CAP 1616 (pg 90) with an accelerated and shortened process where, following the CAA assessment meeting, the process moved to Stage 3 and 4 which were combined and without Gateways. It was emphasised that the process required targeted engagement with key stakeholders and that it should not be referred to as 'consultation' given the different meanings and legal implications. XX further explained the requirement for a safety assessment to be conducted that would need to be included in the final submission. This was confirmed by the CAA Space Team. CAP 1616 para 302 was drawn to the Sponsor's attention regarding the potential redistribution of traffic operating below 7,000ft and the need to consider the implications. Once these actions had been completed the Sponsor would submit the final submission and the CAA would have 28 days to review prior to the DECIDE Gateway. This 28 day period may be reduced by exception where the Sponsor could provide the appropriate justification to the CAA's satisfaction. Once the CAA decision had been made the Sponsor would have to draft and submit an AIP supplement (to be approved by the CAA) in time to meet the appropriate AIP Supplement schedule. XX further explained that once a TDA had been implemented the Sponsor would be responsible for monitoring the use, capturing and recording any issues, feedback or complaints – The CAA would agree the method in due course.</p> <p>XX described the targeted engagement process and highlighted the categories of stakeholders (local aviation and national representative organisations) with which engagement is expected. With regards to NATMAC members, contact with organisations such as Airspace4All and the General Aviation Alliance was encouraged, whilst AOPA were highlighted as an organisation that had previously expressed an interest in being included in TDA engagement. Relevant local aviation stakeholders should also be considered, specifically airspace users (e.g. flying/gliding clubs), air navigation service providers and aerodromes. It was made clear that it was the Sponsor's responsibility to identify the relevant stakeholders within the specified categories. The Sponsor confirmed NATMAC details had been obtained and a list of stakeholders compiled. XX emphasised the need to detail the safety and operational impacts and ensure stakeholders were provided with sufficient information on how the SP-1 operations and activation of the TDA may affect them. It was further explained the importance of capturing all evidence pertaining to stakeholder engagement, processes adopted and feedback received, and any design modifications based on feedback, in the final submission report. XX offered to send the Sponsor more detail on what was expected from the engagement process with appropriate links and a list of bullet points outlining the different stages of the process along with a table outlining the portal outputs associated with the process.</p> <p><b>PMN: Sponsor received detailed information on process from XX</b></p> <p>XX asked which helicopter operators the Sponsor had considered engaging with and offered to provide a list of pertinent local operators.</p> <p><b>PMN: Sponsor received list from XX</b></p> <p>XX and XX explained the requirement for the rocket provider to seek the necessary permissions to operate from the CAA, as well as demonstrating that the TDA airspace volume was of sufficient size to meet their safety requirements.</p> <p>XX was concerned that very few operators had commenced the licensing/approvals process and questioned if there was sufficient time to meet the first launch in September. XX commented that a roadmap was in place with the first rocket provider; this included all licensing and approvals processes accordingly; they were confident that a September launch was achievable.</p> |  |
| <p><b>Item 5 – TDA Duration/Repetition and AIRAC Cycles</b></p> <p>Discussion:</p> <p>The Sponsor identified the issue that a TDA is normally for a one off event and should not exceed 90 days however, there is a requirement for multiple sounding rocket launches commencing in September 2021 and running throughout 2022. The CAA suggested that there was a process to give, by exception, an extension to the 90 day period. Furthermore, where a full ACP for a permanent airspace change was in progress, there was the potential to activate similar TDAs in succession. XX explained that this decision</p>   |  |

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| <p>could not be made now and would have to be approved by Manager Airspace Regulation; the Sponsor would have to produce a compelling case and justification for consideration. XX suggested that a further meeting could be called to process this and the Sponsor was requested to produce an expected launch timeline for 2021/22 period. At the date of publishing, this meeting was pending, however initially discussions internally in the CAA had commenced. <b>Action: Sponsor to provide to the CAA an expected sounding rocket launch timeline from September 2021 until expected implementation date of the permanent airspace solution (circa Q1 2023).</b></p> <p>The Sponsor further highlighted the AIRAC cycle lead in times, publication dates and implementation suggesting these appeared to be extended over the summer period thereby severely compressing the period to conduct meaningful engagement and safety assessment to achieve a September launch.</p> <p>XX clarified that the normal AIRAC cycle and dates were not relevant for a TDA as the information would be published in an AIP Supplement or AIC; the schedule for these were less demanding. An example was presented whereby for a launch on 15 Sep the AIP Supp information would have to be submitted by Fri 16 Jul with publication date of 26 August (activity commencing after this date).</p>  | <p><b>QinetiQ</b></p> |
| <p><b>Item 6 – Provisional Timescales*</b></p> <p>Provisional timelines were discussed and the Sponsor presented a proposed timeline based on the first sounding rocket launch circa 15 September 2021 (a window of opportunity to use the Hebrides Range had been identified during this period).</p> <p>XX suggested timelines may be scaled where the Sponsor could provide the necessary justification. This included the nominal 6-week engagement period and it was implied that as the Sponsor had already commenced engagement prior to the Assessment meeting, a reduction in this period would be considered. Furthermore, the CAA 28 day review cycle may also be scaled if a compelling case was submitted; justification for reduced engagement period and CAA review period would be contained in the TDA summary report and considered accordingly at Stage 5.</p> <p><b><u>Proposed timeline</u></b></p> <ul style="list-style-type: none"> <li>• <b>Engagement Period and Safety Assessment Completed:</b> 4 June 2021</li> <li>• <b>TDA Document Submission:</b> By 11 June 2021</li> <li>• <b>DECIDE Gateway:</b> 25 Jun 2021</li> <li>• <b>Target AIP Submission:</b> 16 July 2021</li> <li>• <b>Implementation:</b> on or after 26 August 2021</li> </ul> <p>The Sponsor recognised that the timeline was a challenge and the CAA would need to receive the appropriate evidence/justification in the summary report to compress the timeline, in particular reducing the engagement period and CAA document review prior to the DECIDE gateway.</p> <p>XX stated that the CAA was content that the TDA proposal fell within the Temporary Airspace Change process and the Sponsor could commence Step 3 and 4 immediately.</p> <p><i>At the time of publishing the CAA determines that the proposed timeline was acceptable however may be subject to sponsor delays and CAA priorities.</i></p> <p><b>* 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;</b></p> <ol style="list-style-type: none"> <li>1. <b>The SoS has directed us to prioritise GNSS applications which may have an impact on your ACP if we need to direct resource accordingly.</b></li> </ol> |                       |

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| <p><b>Item 7 – Next steps</b></p> <p>A draft copy of the minutes of this meeting should be sent to the Airspace Change Account Manager as soon as possible. The minutes of the meeting were to be published and uploaded onto the portal within 2 weeks of this Assessment Meeting along with meeting agenda and redacted presentation (Wednesday 27<sup>th</sup> May 2021). A complete version was to be agreed and presented to the CAA, whilst a redacted version was to be placed on the portal.</p> |  |
| <p><b>Item 8 – Any other business</b></p> <p>There was no other business. The Sponsor thanked all attendees for their time and advice and for drawing together the meeting at very short notice.</p>   |  |

## ACTIONS ARISING FROM SPACEPORT 1 SCOLPAIG NORTH UIST ASSESSMENT MEETING

| Subject                                    | Name    | Action  | Deadline  |
|--|---------|---|-----------|
| Assessment Meeting Minutes                 | QinetiQ | Deliver draft minutes to CAA ASAP (within one day)  | 14 May 21 |
| Helicopter Operator List                   | CAA     | CAA to send the Sponsor a list of relevant local helicopter operators   | Complete  |
| Engagement Process                         | CAA     | CAA to send the Sponsor a detailed list of the expected engagement process together with key NATMAC members and other organisations   | Complete  |
| Sounding Rocket potential launch programme | QinetiQ | Sponsor to provide to the CAA an expected sounding rocket launch timeline from September 2021 until expected implementation date of the permanent airspace solution (circa Q1 2023) | 20 May 21 |
| Minutes Reviewed & Approved                | CAA     | Review and comments on minutes  | 27 May 21 |
| Upload Documents                           | QinetiQ | Upload approved redacted minutes and assessment meeting presentation to ACP portal  | 27 May 21 |

QinetiQ Ltd  
ACP Sponsor