

**MINUTES OF HEATHROW AIRSPACE MODERNISATION ACP-2021-056 ASSESSMENT MEETING  
HELD ONLINE ON 19 AUGUST 2021**

14 September 2021

All Attendees

**CAA Assessment Meeting Opening Statement**

The CAA noted that the Statement of Need and the following presentation was received in advance of the Assessment Meeting and confirmed that the documents must be published by the sponsor, together with minutes of the meeting, on the Airspace Change Portal page. The 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 CAP1616 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 CAP1616) was broadly:

- for the sponsor to present and discuss its Statement of Need;
- to enable the CAA to consider whether the proposal concerned falls within the scope of the formal airspace change process, including determining whether the proposal falls within the scope of a scaled CAP1616 ACP for the introduction of RNP Instrument Approach Procedures (IAPs) without an Approach Control as described in CAP1961; and
- 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.

	<b>ACTION</b>
<p><b>Item 1 – Introduction</b> An introduction of all attendees.</p> <p>The CAA read out the above CAA Assessment Meeting Opening Statement.</p>	
<p><b>Item 2 – Statement of Need (discussion and review)</b></p> <p>Heathrow read out the Statement of Need (slides 4-6) and invited any questions from the CAA. No questions were asked.</p>	
<p><b>Items 3 &amp; 4 – Issues, Risks &amp; Opportunities arising from proposed change</b></p> <p>Heathrow raised the points on slide 7 for discussion.</p> <p><b>Potential policy changes during the ACP process</b> Heathrow recognises the potential for policy changes during this ACP process, with particular emphasis on carbon becoming more significant on the agenda. Heathrow is also aware that elements of the AMS, CAP1616 and rules around night flights might be subject to change. Heathrow asked the CAA if policy changes do take place during the process, whether those changes would take immediate effect, or whether Heathrow would continue to work to the policies in place at the start of the ACP.</p> <p>The CAA responded that this would not be an issue solely for Heathrow, as it would impact the whole programme of FASI ACPs. The CAA stated that it hasn't had sight of any upcoming changes, but that any policy changes and their implementation would have to take account of timings and impacts for all ACP sponsors.</p>	

Heathrow noted that if significant policy changes occur once CAP1616 Stages 2-5 have commenced, then rework and associated cost/delay can be expected. The later in the process any such change occurs, the more significant this rework risk becomes. The CAA noted that this issue has been flagged as a concern for Heathrow.

#### **ACOG Iteration 2 timeline & ACP co-ordination with other sponsors**

Heathrow stated that as this is a new ACP and the majority of other FASI airports are now in Stage 2, other airports have raised the issue of how Heathrow can actively take part in Stage 2 engagement, when it is still in the early stages. Heathrow understands that ACOG is developing Iteration 2 of the masterplan and Heathrow is working with ACOG and other sponsors. ACOG is looking to understand which ACPs are dependent on each other. Heathrow highlighted the risk that the information needed to identify and manage interdependencies is not available at this time, since Heathrow has not started Stage 2.

Heathrow stated the concern that another airport will progress through Stage 3B and begin a consultation when Heathrow is not able to meaningfully respond, as its options are not as mature.

Heathrow would want to ensure that airports take forward sufficient options to Stage 3 so that Heathrow's own options are not limited, requiring it to move forward in a specific direction which may not fit the CAP1616 process. Furthermore, the overall process should be flexible enough so that other airports are able to progress, for example, with the ability to create new options or edit options at Stage 3. The CAA noted these concerns and stated that they should be captured within the meeting minutes.

**Post meeting update:** The assess and accept criteria has now been published which states ACPs with dependencies will be placed into deployment clusters and those clusters will be expected to pass through Stage 3 around the same time and consultations co-ordinated. This helps alleviate Heathrow's concern raised above.

#### **COVID-19**

Heathrow recognises the huge impact of COVID-19 on all aspects of the aviation industry, on Heathrow's business, and the effects it will have on the methods of engagement with stakeholders for this ACP. The main concern is the risk towards the continuation of the programme due to government funding. However, Heathrow would continue to be part of conversations with the DfT and the CAA on this subject.

CAA stated that this was a risk across all FASI projects and was a valid point to be raised during this meeting.

#### **NAVAID Rationalisation**

Heathrow considers that the NERL rationalisation of ground-based navigation aids is a small risk to this programme due to the timescales. Heathrow raised the issue in this meeting as the proposed mitigation is to use CAP1781 and move to the use of RNAV overlays (replicating current procedures and flight paths but without the ground-based aids). The guidance stipulates that an ACP will be required even if flights over the ground do not change. Heathrow would like to avoid the NAVAID rationalisation ACP placing timescale pressures on, or causing confusion with, this ACP.

#### **Heathrow's paused Expansion ACP**

Heathrow stated there is a risk of confusion amongst stakeholders regarding the paused Expansion ACP and this ACP. Heathrow is looking into ways to articulate the differences and to spread the information to stakeholders and the wider public. The CAA stated that the Expansion ACP is currently paused on the CAA Portal, and it requires quarterly updates to the CAA to retain that status.

Heathrow confirmed this would continue to take place.

#### **Fulfils Heathrow's part in the programme for delivering Airspace Modernisation, as part of the FASI programme**

Heathrow stated its commitment to delivering the AMS and an aim for this ACP is to provide the opportunity to improve flight efficiency and environmental performance at Heathrow.

<p><b>Minimise the impact of potential future airspace change at Heathrow</b></p> <p>Heathrow stated that stakeholders want as much certainty for the future as possible and this would be explored during the Design Principles engagement. Minimising future change will involve a complex interaction of future requirements, policy and the CAP1616 process.</p> <p>Heathrow discussed potential future flight programmes, such as hydrogen aircraft, UAM and the Expansion ACP. Where practical, if any of those programmes are mature enough, Heathrow would look to minimise any changes now so holistic airspace re-design might be avoided in the future.</p> <p>Heathrow noted that there is no guidance on how to approach this and therefore there isn't currently a process to achieve it. Collaboration with the DfT and the CAA is requested to develop a process that suits the DfT/CAA's needs, airports' needs and the needs of stakeholders (who would not appreciate the upheaval of a programme of change-upon-change).</p>	
<p><b>Item 5 – Provisional indication of the scale level and process requirements*</b></p> <p>Heathrow stated that they believe this to be a Level 1 ACP. (Slide 8)</p> <p>The CAA has determined that this proposal is in scope of the Airspace Change Process and has provisionally determined that this will be a Level 1 ACP.</p> <p><i>* When the sponsor submits their gateway materials for each Gateway at the agreed submission deadline, the period between this and the gateway decision will be an analysis by the CAA Airspace Regulatory team (Airspace Regulation) of the documentation submitted, for the purposes of making a recommendation to the CAA Gateway decision maker(s). In conducting the gateway assessment, the CAA is assessing the process employed and its compliance with the guidance stipulated within CAP1616. It is not an assessment of the merits of the submission itself, which is reviewed at Stage 5 - Decision. We may request documentation from the sponsor that is referred to in the gateway submission but has not been provided as part of the Gateway submission materials. We may also request the sponsor to provide information by way of clarification relating to statements or assumptions made in the submission. Any further information sought by Airspace Regulation at this stage is for clarificatory purposes and is only for determining compliance with the CAP 1616 process.</i></p> <p><i>In any instance where a sponsor has not met the requirements of the process, we will inform them after the gateway decision and advise of next steps.</i></p> <p><i>Please note that <u>this text does not apply to airspace change proposals involving the sole implementation of RNP Instrument Approach Procedures (IAPs) without an Approach Control</u>, as Gateway Assessments are not required. Therefore, this text can be removed from the Assessment Meeting minutes.</i></p>	
<p><b>Item 6 – Provisional process timescales*</b></p> <p>Heathrow requested a February 2022 DEFINE Gateway for Stage 1 of this ACP, with submission of the documentation two weeks prior.</p> <p><b>Post Meeting Update:</b> The CAA confirms that February 2022 for the Define Gateway is acceptable. The CAA has requested that the documentation for the Gateway be submitted a minimum of 3 weeks prior.</p> <p>The CAA stated that as this is a FASI ACP, it is requesting the material four weeks prior to the Gateway date. Heathrow requested flexibility, for example, with a three-week lead in for Stage 1, which the CAA agreed to discuss internally and inform Heathrow of a decision within a week of this meeting.</p> <p><b>Post Meeting Update:</b> The CAA confirms that the documentation for the Define Gateway will need to be submitted a minimum of 3 weeks prior. The documentation ahead of the Develop &amp; Assess and Consult Gateways will need to be submitted a minimum of 4 weeks prior.</p> <p>The CAA requested a Stage 2 Gateway date is provided as soon as possible. Heathrow confirmed it is working with ACOG to establish this and it has some provisional dates in mind. The CAA confirmed that provisional dates for a Stage 2 Gateway are acceptable at this time.</p>	

<p><i>* The timeline agreed may become subject to change by the CAA. This is because the Secretary of State for Transport has directed the CAA to prioritise RNP Instrument Approach Procedures (IAPs) without an Approach Control proposals; this may impact Airspace Regulation resource and consequently timelines.</i></p>	
<p><b>Item 7 – Next steps</b></p> <p>Heathrow confirmed that it is aiming to start Design Principles Engagement at the end of September 2021.</p> <p>The CAA confirmed that the meeting minutes need to be approved by the CAA and published on the portal, alongside the meeting presentation, two weeks from this date. The CAA requested that the draft minutes be distributed as early as possible, to allow suitable time for review prior to publication.</p>	
<p><b>Item 8 – Any other business</b></p> <p>The CAA reminded Heathrow of the following points:</p> <ul style="list-style-type: none"> <li>• Gateway meetings are judging the process, not the merits of the proposal;</li> <li>• For the development of the options appraisal (from Stage 2), ensure that Appendix E is followed.;</li> <li>• The Economics regulator is available if Heathrow has any concerns regarding methodology;</li> <li>• CAP785 will be published at the end of the year and if there are any questions regarding CAP1781 Heathrow can contact the CAA IFP team;</li> <li>• Heathrow should be familiar with CAP2091 and the ‘No decrement’ criterion which details that no airport should do less in terms of its noise modelling than it did on or before January 2020, when the CAA first consulted on this policy. Airports which are designated by the Secretary of State for noise should already be reporting to Category A of CAP2091;</li> <li>• If Heathrow plan to use a noise model different to the ANCON model which is currently only available for use by the CAA for airports, then this should be fully explained to stakeholders at Stage 3.. Heathrow assured the CAA that it would be fully transparent about all methods and models used in the ACP process and that any model used for Stage 3 noise modelling would be fully validated and approved for use;</li> <li>• The importance of biodiversity and to consider protected sites within the impacted area when considering Design Principles;</li> <li>• For Stage 1, the outputs listed in Appendix D, in particular paragraph D8 for stakeholder engagement requirements. The CAA would like to see raw data engagement evidence in support of the change sponsor’s submissions throughout the CAP1616 process;</li> <li>• Transparency is a requirement of CAP1616, information that is sent to the CAA will need to be redacted and published on the CAA Portal; and</li> <li>• CAP1616 is under review, with workshops being held shortly, a consultation planned for summer 2022, and a revised version due to be published by the end of 2022.</li> </ul> <p>The CAA requested that Heathrow liaise through the Account Manager for any meetings with the CAA team.</p>	

## ACTIONS ARISING FROM HEATHROW AIRPORTS ACP-2021-056 ASSESSMENT MEETING

<b>Subject</b>	<b>Name</b>	<b>Action</b>	<b>Deadline</b>
DEFINE Gateway	CAA	Confirm GATEWAY date and number of weeks required prior to the gateway for submission of the documents.	27 Aug 21
Meeting Minutes	Heathrow	Draft, review and publish the meeting minutes.	2 Sep 21
Meeting Documents	Heathrow	Redact and publish meeting material on the CAA Portal.	2 Sep 21

**Post meeting update:** The meeting minutes were delayed being finalised and published due to key personnel being on summer leave.

Heathrow Airport  
ACP Sponsor