

**MINUTES OF ACP-2020-092 ASSESSMENT MEETING HELD VIA MS TEAMS ON 10 AUG 21**

24 Aug 21  
Updated: 02 Dec 21

Distro: As below

<b>Present</b>	<b>Appointment</b>	<b>Representing</b>
██████████	Change Sponsor / JTEPS SO3 BM	MoD
██████████	JTEPS SO1 Air	MoD
██████████	DAATM	MoD
██████████	Airspace Change Account Manager	CAA
██████████	Airspace Regulator (Environment)	CAA
██████████	Airspace Regulator (Economist)	CAA
██████████	Inspector ATS (En-route Ops)	CAA
██████████	Principal Airspace Regulator	CAA
██████████	Principal Airspace Regulator	CAA
██████████	Principal Airspace Regulator	CAA
██████████	Airspace Regulator (Consultation)	CAA
██████████	Airspace Regulator (Environment)	CAA
██████████	Airspace Regulator (Technical)	CAA
██████████	Airspace Regulator (Consultation)	CAA

**CAA Assessment Meeting Opening Statement**

CAA noted that the change sponsor’s Statement of Need were 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. 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, including determining whether the proposal falls within the scope of a scaled CAP 1616 ACP for the introduction of GNSS IAPs as described in CAP 1961,
- 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.

	<b>ACTION</b>
<p><b>Item 1 – Introduction</b></p> <p>Introductions to the participants on MS Teams.</p>	

<p><b>Item 2 – Statement of Need (discussion and review)</b></p> <p>Presented by the MoD, including a background to Ex Joint Warrior and key principles of the ACP.</p> <p><b>Post meeting update:</b> Given the duration between the Assessment Meeting and the present, the CAA and the sponsor met on the 01 December 2021 to confirm that the details discussed at the Assessment Meeting were still valid and current.</p> <p><b>Change Sponsor:</b> No update required.</p> <p><b>CAA:</b> the CAA is content that the issues and/or opportunities raised in the Statement of Need are still relevant and that no changes were required.</p>	
<p><b>Item 3 – Issues and opportunities arising from proposed change</b></p> <p>The Change Sponsor presented the following issues and opportunities that arose from the ACP:</p> <ul style="list-style-type: none"> <li>• Introduction of Free Route Airspace will mean no Fast Jet Areas by the end of 2021, as they aren't in the Civilian AIP. This is a huge issue which will have a significant impact to future Ex Joint Warriors.</li> <li>• In order to have this ACP completed in time for Ex Joint Warrior 222, commencing 1<sup>st</sup> October 2022, a challenging timeline has been proposed.</li> <li>• An opportunity that has been identified is keeping the dimensions of the airspace in this proposal the same as the current Fast Jet Area dimensions, which would have a positive safety and flexible use of airspace impacts.</li> </ul> <p>The CAA mentioned it was important to not solutionise, and to let the feedback from the define stage and the SoN influence the design principals.</p> <p><b>Post meeting update:</b> Given the duration between the Assessment Meeting and the present, the CAA and the sponsor met on the 01 December 2021 to confirm that the details discussed at the Assessment Meeting were still valid and current.</p> <p><b>Change Sponsor:</b> Regarding the second bullet point, this ACP will now aim to be completed in time for Ex Joint Warrior 231, commencing March 2023.</p> <p><b>CAA:</b> The CAA is content with the changes proposed by the change sponsor above.</p>	
<p><b>Item 4 – Options to exploit opportunities or address issues identified</b></p> <p>MoD outlined why the ACP was required, highlighting the lack of suitable airspace when Free Route Airspace comes in at the end of the year and therefore Fast Jet Areas will no longer exist.</p> <p>To address the issue of a challenging timeline, the change sponsor has also submitted a temporary ACP (ACP-2021-051) for a TDA to allow JTEPS use of the FJAs until this ACP has been completed. They have also provided two provisional timelines for the CAA to decided which one is more appropriate.</p> <p>The Change Sponsor spoke about not changing the dimensions of the current FJA airspace or vertical heights which will be a huge opportunity. From a safety side: the FJAs have been used extensively in the past, therefore civilian traffic are well versed with the dimension and seasonal use, thus reduces the chances of airspace infringement. This also applies to military aircraft participating in Ex Joint Warriors, who are familiar with the FJAs therefore likely to reduce the change of mid-air collision.</p>	

<p>A flexible use of airspace was also discussed as another result of keeping the dimensions of the airspace the same. Being able to use the proposed bespoke airspace will also mean that there's reduced reliance on other airspaces, specifically D701s complex; the use of which will have greater deterrent to transatlantic routing and confliction with other activities as the complex is not exclusively for JTEPS' use.</p> <p><b>Post meeting update:</b> Given the duration between the Assessment Meeting and the present, the CAA and the sponsor met on the 01 December 2021 to confirm that the details discussed at the Assessment Meeting were still valid and current.</p> <p><b>Change Sponsor:</b> No update</p> <p><b>CAA:</b> the CAA is content that the issues and/or opportunities outlined by the change sponsor are still relevant and that no changes were required.</p>	
<p><b>Item 5 – Provisional indication of the scale level and process requirements*</b></p> <p>CAA confirmed that the MoD proposal was in the scope of the CAP 1616 process.</p> <p>CAA indicated that the provisional scaling level would be M2 given the proposed flight levels being discussed. The level would be confirmed at the Develop &amp; Assess Gateway in Stage 2.</p> <p>CAA explained that the stakeholder engagement required for each ACP was scaleable, and that the Sponsor could make a case to the CAA to reduce (or increase) the amount of engagement required as the airspace design developed through the ACP Stages.</p> <p>CAA confirmed that environmental impact of the ACP would be assessed in relation to civil traffic only as per CAP1616, including the consequential displacement of civil traffic by military aircraft. Military traffic, either using the new airspace or flying outside it, would not be subject to an environmental assessment.</p> <p>Advice was provided by a number of specialist regulators in attendance to assist the sponsor in understanding requirements of the CAP 1616 process.</p> <p><b>Post meeting update:</b> Given the duration between the Assessment Meeting and the present, the CAA and the sponsor met on the 01 December 2021 to confirm that the details discussed at the Assessment Meeting were still valid and current.</p> <p><b>Change Sponsor:</b> No update</p> <p><b>CAA:</b> the CAA is content that the provisional level applied would remain a M2 and that the scaling and process guidance given to the change sponsor at the Assessment Meeting remained relevant and that no changes were required.</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>	

## Item 6 – Provisional process timescales\*

The Change Sponsor explained why they had provided two timelines and if option 1 wasn't deemed feasible, they'd need an extension from the 90 days on the associated ACP-2021-051 to make sure suitable airspace is available for both Ex Joint Warriors in 2022.

The two presented ACP timelines are shown below:

### Option 1: Timeline to meet a CAA submission by 21 July 2022:

- Stage 1 DEFINE: 17 September 21
- Stage 2&3 DEVELOP and ASSESS & CONSULT Gateway: 14 January 22
- Stage 4 UPDATE and SUBMIT: 10 February 22
- Stage 5 DECIDE: 16 June 22
- Stage 6 IMPLEMENT: 21 July 22
- AIRAC submission date: 21 July 22
- AIRAC publication date: 2 September 22
- Ex JW222 commences 1 October 22

### Option 2: Timeline to meet a CAA submission by 5 January 2023:

- Stage 1 DEFINE: 23 September 21
- Stage 2&3 DEVELOP and ASSESS & CONSULT Gateway: 17 March 22
- Stage 4 UPDATE and SUBMIT: 21 April 22
- Stage 5 DECIDE: 13 October 22
- Stage 6 IMPLEMENT: 22 December 22
- AIRAC submission date: 5 January 23
- AIRAC publication date: 23 February 23
- Ex JW231 commences March 23

CAA explained that reduced timelines were possible but would have to be explained and justified by the Change Sponsor, and not before the Consult Gateway.

CAA explained merging stages 2 and 3 together was potentially dangerous, given Stage 2 assessment might affect Stage 3, and would push the timeline back. This merge would require justification.

**Post meeting update:** Given the duration between the Assessment Meeting and the present, the CAA and the sponsor met on the 01 December 2021 to confirm that the details discussed at the Assessment Meeting were still valid and current.

### Change Sponsor: Timeline to meet a CAA submission by 25 Nov 2022:

- Stage 1 DEFINE document submission: 3 Dec 21
- Stage 1 DEFINE gateway: 17 Dec 21
- Stages 2 onwards are to be agreed with the CAA.

**CAA:** The CAA confirms that Stage 1 Define Gateway will be considered at the December 2021 Gateway (17 December 2021) and that the documents must be submitted no later than the 3 December 2021.

The subsequent timeline would be considered and agreed in due course.

*\* 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.*

<p><b>Item 7 – Next steps</b></p> <p>MoD to commence Stage 1B work.</p> <p>Minutes and Assessment Meeting presentation to be agreed and published by <b>24 August 21</b>.</p> <p>Timeline should be agreed by <b>24 August 21</b>.</p> <p><b>Post meeting update:</b> Given the duration between the Assessment Meeting and the present, the CAA and the sponsor met on the 01 December 2021 to confirm that the details discussed at the Assessment Meeting were still valid and current.</p> <p><b>Change Sponsor:</b> Assessment Meeting Minutes associated presentation to be agreed and published by 3 December 21. Subsequent timeline should be agreed and published by 7 December 21.</p> <p><b>CAA:</b> The CAA agrees that the Assessment Meeting Minutes associated presentation should be published no later than 3 December 2021. The CAA also agrees that the subsequent timeline should be published no later than the 7 December 2021.</p>	<p><b>CAA / MoD</b></p> <p><b>CAA / MoD</b></p>
<p><b>Item 8 – Any other business</b></p> <p>Nil</p> <p><b>Post meeting update:</b> Given the duration between the Assessment Meeting and the present, the CAA and the sponsor met on the 01 December 2021 to confirm that the details discussed at the Assessment Meeting were still valid and current.</p> <p><b>Change Sponsor:</b> No update</p> <p><b>CAA:</b> The CAA agrees that no further AOB was required.</p>	

## ACTIONS ARISING FROM ACP-2020-092 ASSESSMENT MEETING

<b>Subject</b>	<b>Name</b>	<b>Action</b>	<b>Deadline</b>
ACP Timeline	██████████ CAA	Assessment of proposed ACP timelines against CAA resource availability and feedback to Change Sponsor.	6 Dec 21
Minutes	██████████	Disseminate draft for comment before finalising and publishing assessment meeting minutes.	3 Dec 21

██████████

Flight Lieutenant RAF

SO3 Battlespace Management, JTEPS, ██████████

**ACP Sponsor**