



ACP-2021-006 - ENABLING BVLOS UAS OPERATIONS FROM KEEVIL AIRFIELD

STAGE 2A ENGAGEMENT METHODOLOGY AND OVERVIEW

This document forms part of the overall submission of Stage 2 of ACP-2021-006 in accordance with the requirements laid out in CAP 1616. The Statement of Need (SoN) and Design Principles (DPs) developed during Stage 1 of the ACP were accepted by the CAA at the Define Gateway on 17th December 2021. This allowed the Sponsor to continue the ACP in line with the timeline agreed, with the Stage 2 submission required two weeks before the Develop and Assess Gateway on 25th February 2022.

The aim of this document is to outline the engagement methodology the Sponsor used in seeking feedback on the Design Options. This methodology was created as a result of feedback from the CAA after the Define Gateway, CAP 1616 and previous engagements with stakeholders during both Stage 1 of this ACP as well as ACP-2020-047¹.

The Sponsor deemed a 2-week engagement period proportional to the feedback sought at this stage. Its guiding principle was CAP 1616 which highlights that the CAA must consider whether the Sponsor has 'ensured, as far as possible, that stakeholders are satisfied that the design options are aligned with the design principles and sponsors to set out how decisions they have taken relate to stakeholder feedback'².

The engagement methodology was as follows:

1. **Stakeholder identification.** Request feedback from all stakeholders identified at Stage 1, including:
 - a. Local aviation stakeholders.
 - b. Local area stakeholders.
 - c. NATMAC list.
 - d. MOD stakeholders (via DAATM).

Additionally, the stakeholder list was updated to include all new stakeholders identified at Stage 1, including those recommended by the CAA at the Define Gateway, including:

- e. Local councillors.

¹ MOD's previous engagement experience from the TDA at Keevil in Spring 2021

² p.40 para.128

- f. Environmental stakeholders, including the Aviation Environment Federation, Wiltshire Council Environmental Health Department and Natural England.
- g. Direct engagement with local MPs. A ministerial submission has been created within the MOD in order to inform local MPs.

In order to effectively engage with newly identified stakeholders the Sponsor included an overview of the SoN and DPs in Chapter 1 of the engagement document.

A full list of stakeholders from Stage 2 can be found at Annex A.

2. **Engagement methods.** In order to generate the required engagement within the timeline the sponsor aimed to provide a variety of different options for stakeholders to provide timely feedback. This included:

- a. **Email.**
- b. The use of **Microsoft Forms** linked within both the engagement document and feedback form with a QR code.
- c. **Microsoft Word templated feedback form** replicating the online form.
- d. Prompt uploading of engagement documentation onto the **Portal**- in light of stakeholder feedback from Stage 1.
- e. Stakeholders who felt that the engagement period was too short were offered **additional face-to-face or virtual meetings**. This included:
 - i. A face-to-face meeting with a General Aviation stakeholder held at Horne Barracks, Larkhill on Friday 21st January (minutes uploaded on the Portal).
 - ii. A virtual meeting with the Bath, Wilts and North Dorset Gliding Club representative (representing several other local gliding clubs) and the BGA on Friday 28th January (minutes uploaded on the Portal).
- f. A **follow-up email** was sent on Friday 28th January to remind stakeholders of the feedback deadline. This was used following a recommendation after the Stage 1 Gateway.
- g. **Feedback outside of the notified period.** Some stakeholders replied to the engagement expressing that they wished to engage but were unable to within the notified timeframe. In these cases it was decided that all formally submitted engagement would be included within the submission even if it fell outside the timeframe.

3. **Key Observations.**

a. **Engagement Timeframe.** It was felt that some stakeholders mistook this short engagement phase as a condensed consultation and expressed displeasure at the time allocated to provide feedback. As part of the Stage 2A – Options Development the Sponsor introduced the requirements for feedback in the following way:

Stakeholders are invited to comment on the type of Design Options proposed to ensure that they are aligned with and able to achieve the Design Principles developed in Stage 1. The specific size and shape of the Design Options will be further developed in subsequent Stages. Stakeholders are also invited to provide additional feedback of the ACP at this stage as a result of Stage 1.

It was stressed that a full consultation would follow in Spring/ Summer 2022 in accordance with the current timeline. Before consultation can commence a full options appraisal, with more rigorous evidence for its chosen option(s), and a consultation strategy will be submitted at the Stage 3 Gateway.

Additionally, it is the intent of the Sponsor to keep open dialogue with various stakeholders throughout this process, including outside of notified engagement windows.

b. **Responses.** The Sponsor saw an increase in stakeholder engagement compared with Stage 1. A total of 22 responses were received from 69 respondents³ (Ref. A - D).

Raw and analysed responses from Stage 2 engagement can be found on the Portal and within the Stage 2 Stakeholder Engagement Feedback Summary document.

Annexes

A. Stage 2 Stakeholder List

References

- A. Stage 2A Stakeholder Engagement Evidence
- B. Stage 2A Design Options Feedback
- C. Meeting Minutes – BGA and Bath, Wilts & North Dorset Gliding Club
- D. Meeting Minutes – Mr Rob Wendes

³ Not including military stakeholders

Annex A – Stage 2 Stakeholder List

Local Aviation Stakeholders		
Avon Hang Gliding and Paragliding Club	Dorset and Somerset Air Ambulance	Rivar Hall Gliding Site / Shalbourne Gliding
Bath, Wilts and North Dorset Gliding Club	Draycot Aerodrome, Swindon	██████████ – SATCO Bristol Airport
Bowerchalke Airfield	HeliAir Thruxton	██████████ – GA pilot
Bristol Airport	Henstridge Airfield	Wadswick Airfield
Bristol and Gloucestershire Gliding Club	Kemble (Cotswold) Airport	Wessex Model Flying Club
Brown Shutters Farm Airfield	Lydeaway Field, Devizes	Western Air (Thruxton / Vantage Aviation)
Charlton Park Airfield	Manor Farm Airfield, Pewsey	White Ox Mead Airfield
Clench Common Microlight Site	Membury Airfield	Wiltshire Air Ambulance
Compton Abbas Airfield	██████████ – Edington Hill Airstrip	Wing Farm Microlight Site
Cotswold Gliding Club	██████████ – GA pilot	Yatesbury Microlight Site
Devizes (Coate) Airfield	Oaksey Park Airfield	
Devizes (Urchfont) Airfield	██████████ – Edington Hill Airstrip	

Local Area Stakeholders		
Aviation Environment Federation	Friends of Steeple Ashton	██████████ – local Coulston resident
██████████ – Councillor for Melksham Without West & Rural	Keevil Parish Council	Wiltshire County Council Environmental Health
Coulston Parish Council	Natural England	
Edington Parish Council	Steeple Ashton Parish Council	

MOD Stakeholders (*via DAATM)		
2 Group DAAM*	HQ 1 Group*	MOD Boscombe Down*
Army Aviation Centre, Middle Wallop*	HQ 2 Group*	RAF Brize Norton*
Army Flying Association, Middle Wallop	HQ 22 Group*	RNAS Yeovilton*
Army Gliding Club, Wyvern	Joint Helicopter Command (JHC)*	Salisbury Plain Air Operations*
Bannerdown Gliding Club	Military Airspace Management Cell*	USAF Europe*
Defence Airspace and Air Traffic Management (DAATM)	Military Aviation Authority (MAA)	

NATMAC Stakeholders		
Aircraft Owners and Pilots Association (AOPA)	British Gliding Association (BGA)	General Aviation Alliance (GAA)
Airspace Change Organising Group (ACOG)	British Gliding Association National Airspace Committee	Helicopter Club of Great Britain (HCGB)
Airspace4All	British Hang Gliding and Paragliding Association (BHPA)	Light Aircraft Association (LAA)
Association of Remotely Piloted Air Systems (ARPAS-UK)	British Helicopter Association (BHA)	National Air Traffic Service (NATS)
Aviation Environment Federation (AEF)	British Microlight Aircraft Association (BMAA) / General Aviation Safety Council (GASCo)	National Police Air Service (NPAS)
British Airline Pilot Association (BALPA)	British Model Flying Association (BMFA)	PPL/IR (Europe)
British Balloon and Airship Club	British Skydiving	UK Airprox Board (UKAB)
British Business and General Aviation Association (BBGA)	Drone Major	UK Flight Safety Committee (UKFSC)