

**MINUTES OF RAF NORTHOLT FASI SOUTH ACP CAA STAGE 1 ASSESSMENT MEETING
HELD AT GATWICK HILTON HOTEL ON 24 JANUARY 2019**

24 Jan 19

Present	Appointment	Representing
[REDACTED]	Chairman	RAF Northolt
[REDACTED]	Secretary	RAF Northolt
[REDACTED]	CAA Airspace Regulator	IFP
[REDACTED]	CAA Airspace Regulator	Technical
[REDACTED]	CAA Airspace Regulator	Environmental
[REDACTED]	CAA PBN Implementation Lead	Technical
[REDACTED]	CAA Airspace Regulator	Technical
[REDACTED]	CAA Principle Airspace Regulator	IFP
[REDACTED]	CAA Airspace Regulator	Technical
[REDACTED]	CAA Airspace Regulator	Communities and Coordination
[REDACTED]	CAA Principle Airspace Regulator	Technical
[REDACTED]	CAA Airspace Regulator	Technical
[REDACTED]	LAMP Project	NATS

CAA Assessment Meeting Opening Statement

CAA noted that the RAF Northolt ACP Statement of Need and Agenda for this meeting were received in advance of the Assessment Meeting and confirmed that the upon approval of the minutes of the meeting, would be required to be published on the CAA website. 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 meet 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 stages of the airspace change process.

	ACTION
<p>Item 1 – Introduction/Apologies for Absence</p> <p>■ welcomed attendees and thanked everyone for coming. All parties introduce themselves.</p>	

<p>Item 2 – Statement of Need (discussion and review)</p> <p>█ stated the purpose of the meeting was to present the RAF Northolt FASI ACP Statement of Need to the CAA, in order to ascertain whether it was viable as an Airspace Change Proposal and look at future requirements and timescales.</p> <p>█ explained that RAF Northolt’s ACP was submitted in response to the governments Airspace Modernisation Strategy and falls within the wider FASI South changes. Further, due to potential expansion at London Heathrow and Heathrow’s own ACPs, it was identified that RAF Northolt would need to amend its use of airspace. █ outlined RAF Northolt is a strategic MOD site and that the maintenance of future operations from the airfield are paramount. The RAF Northolt ACP provides the means to ensure the airfield is able meet its task, is able to access the network and without adverse impacts from other airspace changes.</p>	
<p>Item 3 – Issues, opportunities and dependencies arising from the proposal</p> <p>Issues:</p> <p>█ stated:</p> <ul style="list-style-type: none"> • That the complexity of the airspace RAF Northolt is located within will require considered coordination with adjacent airports and ANSPs in order to deliver a suitable design. • RAF Northolt’s proximity to Heathrow and other London airports means it’s operations and procedures are inherently connected to those airports. • That manning and resource constraints within the MOD and CAA regarding the progression of this and other FASI ACPs, would need to be understood and managed throughout. <p>Opportunities:</p> <p>█ identified:</p> <ul style="list-style-type: none"> • Efficiencies in the use of airspace by RAF Northolt could be made from any future design. • The use of modern navigational technology within the design would be opportune. • The re-design of RAF Northolt’s airspace will aid the planned Heathrow expansion and prevent revisiting the process in the future. <p>Dependencies:</p> <p>█ specified:</p> <ul style="list-style-type: none"> • The Government’s Airspace Modernisation Strategy is the back bone to RAF Northolt’s ACP submission. 	

<ul style="list-style-type: none"> The progression of the FASI South airports ACPs, including Heathrow's ACPs, will be crucial in the progression and overall implantation of the RAF Northolt ACP. 									
<p>Item 4 – Options to exploit opportunities or address issues identified</p> <p>█ stated that the RAF Northolt ACP provides an opportunity to make the airspace around Northolt more efficient. It was explained that navigation aids such as VORs, NDBs are still used by Northolt within its SID procedures, and that as these NAVAIDS are planned to be rationalised by NATS, RAF Northolt needs to ensure it can continue to operate from the airfield in the future. Therefore, it would look to move away from these traditional aids, towards Precision Based Navigation (PBN) methods.</p> <p>█ further stated that there would be a requirement for aircraft (governmental/military) which are not PBN equipped to operate from RAF Northolt, and that a suitable means to approach/depart would need to be factored into any design.</p>									
<p>Item 5 – Provisional indication of the level and process requirements</p> <p>█ stated that the RAF Northolt ACP is an indicative level 1.</p> <p>█ informed RAF Northolt that the minutes of this meeting would be required for submission and acceptance by the CAA within 2 weeks of the Assessment Meeting. Thereafter a redacted version would need to be uploaded to the CAA Portal.</p> <p>█ asked whether RAF Northolt was aware of the discussions between the CAA and MAA regarding the publication of RAF Northolt within the Civ AIP. █ was aware of this topic, but not sufficiently to comment regarding any outcomes. █ informed █ that the procedural development of the RAF Northolt ACP would likely require consideration of the factors involved in the CAA/MAA discussion and that this should be articulated through the Government Aerodrome Coordination Group (GACG).</p> <p>█ stated that Northolt should look to upload a geographical area on the CAA ACP Portal, indicating where interactions could be considered.</p>	<p>█</p> <p>█</p> <p>█</p>								
<p>Item 6 – Provisional process timescales</p> <p>█ stated that it was the intent of Northolt to align to the FASI South timeline for the progression of the ACP. This would include the submission for gateway 1 no later than July 19. However, RAF Northolt would aspire to be ready for submission for step 1b by May 2019, in order that it could align with the Heathrow timescale, due to the dependencies faced by both airports.</p> <p>█ presented the following timescales for the Northolt FASI ACP:</p> <table border="0"> <tr> <td>Stage 1 – Assessment meeting</td> <td>22 January 2019</td> </tr> <tr> <td>Stage 1 – Define Gateway Submission</td> <td>1 July 2019 (possibly 31 May 2019)</td> </tr> <tr> <td>Stage 2 – Develop Gateway</td> <td>30 June 2020</td> </tr> <tr> <td>Stage 3 – Consult Gateway</td> <td>28 May 2021</td> </tr> </table>	Stage 1 – Assessment meeting	22 January 2019	Stage 1 – Define Gateway Submission	1 July 2019 (possibly 31 May 2019)	Stage 2 – Develop Gateway	30 June 2020	Stage 3 – Consult Gateway	28 May 2021	
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<p>Stage 4 – Update and Submit Stage 5 – Decide Stage 6 – Implement</p> <p>The CAA stated that timescales would be considered, and agreement made between the 2 parties. This would be dependent upon CAA resources and in line with realistic timescales. RAF Northolt was reminded that if it was unable to meet agreed timescales, further agreement for submission dates would need to be renegotiated.</p> <p>█ informed the group that the FASI(S) Working Group was looking at ways to assist with the deconfliction of group submissions.</p>	<p>April 2022 (TBC) 2022/23 (TBC) January 2024 (alongside FASI)</p>	
<p>Item 7 – Next steps</p> <p>It was discussed that RAF Northolt’s stakeholders would be similar to other airfields, and that those stakeholders should be made aware of the cumulative effects of the FASI South changes, not just the Northolt ACP. █ stated that the FASI Project Manager Working Group could consider a means to articulate to the public about the FASI South ACPs and the ‘big picture’ impacts. █</p> <p>█ stated that where the FASI South Comms Group may produce generic information for dissemination regarding the programme, RAF Northolt, as a military airfield, would be able to participate fully in this process.</p> <p>█ stated that Northolt should drive its own ACP, and although it was in concert with other airports, the RAF Northolt ACP should need to manage its own focused engagement.</p> <p>█ explained that an engagement strategy would be useful and would assist throughout the process, including Stage 3 Consultation. It would aid with understanding RAF Northolt’s audience and should include a methodology. The process of engagement should be recorded throughout the ACP.</p> <p>Currently █ is RAF Northolt’s POC, but a Project Manager will be appointed within a couple of months to manage the RAF Northolt ACP and act as the point of contact at the CAA and RAF Northolt.</p> <p>█ queried how RAF Northolt would conduct the economic element of its options appraisal as it is inherently a military airfield. Further, this would only account for the civil movements operated by RAF Northolt, as its military operations would not be applicable. █ stated that the number of commercial movements at RAF Northolt are subject to a Judicial review, and that there was no intention to revisit this figure.</p> <p>█ stated that the MAA should engage with GACG regarding RAF Northolt’s IFP design and its approval through the normal CAA means. It was understood that a meeting was taking place between the 2 organisations on 24 January 2018, but it was unknown as to the topics covered. It was explained that each IFP is required to be designed by an approved CAA procedure designer. It was queried whether the designers used by the MOD are CAA approved, as the process for approving IFP are different between the MAA and CAA. █</p> <p>█ stated that if during the process, design assumptions deviate from standard procedures laid out in CAP 785, then the CAA should be consulted as early as possible for advice.</p>		

<p>Item 8 – Any other business</p> <p>█ informed █ that environmental impacts would need to be considered for Direct Civil movements, but direct Mil movements would not need to be considered. Any indirect changes to civil movements, as a result of changes to mil movements, would still need to be considered as per CAP 1616. █ stated she could be contacted through the CAA PoC to discuss if required.</p>	

ACTIONS ARISING FROM RAF NORTHOLT FASI SOUTH ACP CAA STAGE 1 ASSESSMENT MEETING

Subject	Name	Action	Deadline
Minutes	[REDACTED]	Produce Assessment Meeting Minutes within 2 weeks and upload to CAA Portal once agreed.	7 Feb 19
Geographical Area	[REDACTED]	Upload geographical illustration onto CAA Portal	As soon as practical
Big Picture airspace product	[REDACTED]	Approach FASI Project Managers WG to produce a cover document regarding the cumulative impacts of airspace change.	None specified
GACG	[REDACTED]	Approach MAA regarding update on RAF Northolt inclusion in the Civ AIP	N/A
IFP approval	[REDACTED]	Ask AIDU if MOD IFP designers are CAA approved.	N/A

[REDACTED]

RAF Northolt ACP Sponsor