

**MINUTES OF THE RAFAT ACP ASSESSMENT MEETING HELD AT AVIATION HOUSE ON 6 FEB 19**

6 Feb 19

Distribution List:  
All attendees and apologies

Present	Appointment	Representing
[REDACTED]	[REDACTED]	CAA
[REDACTED]	[REDACTED]	CAA
[REDACTED]	[REDACTED]	CAA
[REDACTED]	[REDACTED]	CAA
[REDACTED]	[REDACTED]	CAA
[REDACTED]	[REDACTED]	MOD
[REDACTED]	[REDACTED]	MOD
[REDACTED]	[REDACTED]	MOD
[REDACTED]	[REDACTED]	MOD

Apologies from:

[REDACTED]	CAA
[REDACTED]	CAA
[REDACTED]	Ministry of Defence [REDACTED]

CAA Assessment Meeting Opening Statement

The following mandatory statement was read:

*The CAA has received the Statement of Need and presentation slides in advance of this Assessment Meeting and can confirm that the documents will be published together with the minutes of this meeting on the CAA Website. It must be noted that this is an Assessment Meeting and not a Gateway. The Change Sponsor will be required to provide a broad description of their proposed approach to meeting the CAA's CAP1616 requirements however the CAA will not at this stage decide whether the proposed approach meets the detailed requirements of the CAA's process.*

*The purpose of the Assessment Meeting as set out in detail in CAP 1616 is 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 and to enable the CAA to consider the appropriate provisional Level to assign to the change proposal.*

*Additionally, the sponsor is required to provide information on how it intends to proceed to fulfil the requirements of the airspace change process and to provide information on timescales. Lastly, the sponsor is required to provide information on how it intends to meet the engagement requirements of the various stages of the airspace change process.*

	ACTION
<p><b>Item 1 – Introduction</b></p> <p>All attendees were introduced (see above). Apologies were made and the mandatory statement read.</p>	

<p><b>Item 2 – Statement of Need (discussion and review)</b></p> <p>The MOD introduced their Statement of Need as per the presentation, and discussed that:</p> <ul style="list-style-type: none"> <li>a. The MOD were open to discussion on the design, where possible.</li> <li>b. The MOD was expecting to progress the ACP as per the average timelines listed in the CAP1616.</li> <li>c. The importance of RAFAT both from a recruitment, reputational and defence engagement perspective, alongwith UK insdustrial strategy.</li> <li>d. The MOD were reducing the number of bases, as part of the Defence Estate Optimisation Programme, and RAF Scampton the home of RAFAT, was due to close in 2022.</li> </ul>	
<p><b>Item 3 – Issues or opportunities arising from proposed change</b></p> <p>The MOD discussed:</p> <ul style="list-style-type: none"> <li>a. <b>Challenging project timeline</b>, due the MOD hard deadline to vacate RAF Scampton by 2022. This means RAFAT need to be in place by autumn 2021. Timelines work at the moment, but it was highlighted that any delays in the ACP process could impact on the MOD Defence Estate Optimisation Programme.</li> <li>b. <b>Demand on CAA and MOD personnel</b>. It was recognised that the CAA has a high volume of ongoing ACPs. It was stated that the MOD intend on outsourcing the management of the RAFAT ACP, with an Invite to Tender date of 18 Feb 19.</li> <li>c. <b>Multiple locations</b>. The MOD have not yet announced RAFAT’s new base. The MOD will shortly announce, 12 Feb 19, a list of potential air stations that will be examined in an Assessment Study (AS) and Investment Appraisal to ensure value for money. The AS is due to be complete by the end of 2019. This work will lead to the final decision on RAFAT’s future home. It was discussed that until potential options are announced it will be difficult to progress the ACP and it would be necessary for engagement to occur at multiple locations.</li> <li>d. <b>Release of current EGR313</b>. The opportunity to release the existing EGR313.</li> <li>e. <b>ACP design</b>. It was explained that the ACP will need to be within reasonable proximity to the base. It was agreed that that basing options would be a constraint on the ACP.</li> <li>f. <b>Airspace verticality</b>. Airspace verticality was discussed. For training purposes the MOD would require the same airspace verticality across all potential sites.</li> </ul>	
<p><b>Item 4 – Options to exploit opportunities or address issues identified</b></p>	

If new airspace were to be approved as a result of the ACP, the current EGR313 would be collapsed as it would no longer be required for task. The MOD should consider the, if any, impact of its removal.

**Item 5 – Provisional indication of the scale level and process requirements**

- a. The CAA representatives present agreed that the case presented was an ACP, it was highlighted that the current EGR313 was established a while ago, and this ACP was an opportunity to re-assess and check that RAFAT’s use of its EGR313 was still the best approach. It was advised that the MOD should demonstrate to stakeholders what other options could achieve the the aim.
- b. The Case Officer confirmed the Statement of Need had been accepted, but required amending. The Case Officer questioned whether the MATZ and ATZ would be collapsed as part of the ACP. DAATM confirmed this would be run separately, when appropriate. The CAA’s workload was discussed, they are recruiting and changing working practices to address the backlog.
- c. The CAA enquired when the final basing decision would be announced. The MOD informed the CAA that there was no exact date at the moment, but anticipated an announcement around the end of Q1 2020.

**Decisions.**

It was agreed that the case presented was an ACP.

- a. The MOD are to amend the Statement of Need to include mention of what RAFAT need to achieve. Current dimensions are to remain included.
- b. The removal of the current EGR313, MATZ and ATZ would not be a separate ACP.

**MOD**

**Item 6 – Provisional process timescales**

Date	Gateway
26 Apr 19	Define
26 Jul 19	Develop and Assess
25 Oct 19	Consult
29 May 20	Update and Submit
27 Nov 20	Decide
25 Mar 21	Implementation

**N.B. AIRAC submission 23 Dec 20 to publish 25 Mar 21**

The CAA explained that the timeline declared would allow the CAA to plan for certain Gateways with the Sponsor to work to associated deadlines. The case officer explained that if any gateways would need to be delayed, it would have to fit in with CAA workload – therefore, the Sponsor needed to understand that the next gateway may not be available.

**Item 7 – Next steps**

<p><b>Decisions.</b></p> <ul style="list-style-type: none"> <li>a. The ACP is a provisional M1, but needs to be left on the portal as TBC. The category will be confirmed in Stage 2b.</li> <li>b. Minutes are to be published and uploaded onto the portal within 2 weeks of the Initial Assessment meeting.</li> <li>c. For Step 2b the CAA expect to see an initial view on who the stakeholders are, although don't necessarily need to engage with them all at this point. There isn't a requirement to include all NATMAC members, where not applicable, however it is important to include reasoning on why certain members have not been contacted. However, 2 way engagement needs to occur in Step 2b.</li> <li>d. The MOD need to be very clear on the scope.</li> <li>e. The MOD need to consider the impact on Areas of Natural Beauty/National Parks, if civil traffic were to have to route over them as the result of new introduced airspace.</li> <li>f. The MOD need to look at different types of airspace options, even though EGR313 is currently a restricted area, the MOD should include investigation into whether other types of airspace would be more appropriate.</li> </ul>	<p><b>MOD</b></p> <p><b>MOD</b></p> <p><b>MOD</b></p> <p><b>MOD</b></p>
<p><b>Item 8 – Any other business</b> N/A</p>	

## ACTIONS ARISING FROM RAFAT ACP ASSESSMENT MEETING

Subject	Name	Action	Deadline
SoN	Change Sponsor	MOD are to amend the Statement of Need to include mention of what RAFAT need to achieve. Current dimensions are to remain included.	2 weeks
Existing EGR313	DAATM	The removal of the current MAATZ and EGR313 would be a separate ACP.	TBC
Minutes	Change Sponsor	Minutes are to be published and uploaded onto the portal within 2 weeks of the Initial Assessment meeting.	2 weeks
Scope	Change Sponsor	The MOD need to be very clear on the scope.	2 weeks
ANB	Change Sponsor	The MOD need to consider the impact on Areas of Natural Beauty/National Parks, if civil traffic were to have to route over them as the result of new introduced airspace.	2 weeks
Design Principles	Change Sponsor	The MOD need to look at different types of airspace options, even though EGR313 is currently a restricted area, the MOD should include investigation into whether other types of airspace would be more appropriate.	2 weeks

  
 ACP Sponsor