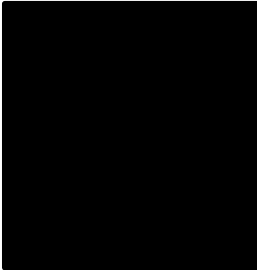




**MINUTES OF ACP-2022-051 ASSESSMENT MEETING
HELD AT CAA AVIATION HOUSE/MS TEAMS ON 23/11/2022**

23/11/2022

Present



Appointment

Account Manager
 Airspace Regulator (Engagement & Consultation)
 Airspace Regulator (Technical)
 RPAS Technical Inspector
 Head of Regulations and Flight Integration
 Project Manager
 Regulatory Specialist

Representing

Civil Aviation Authority
 Civil Aviation Authority
 Civil Aviation Authority
 Civil Aviation Authority
 Windracers Ltd.
 Windracers Ltd.
 Windracers Ltd.

Apologies



Airspace Regulator (Environment)
 Airspace Regulator (Environment)
 RPAS Sector Lead

Civil Aviation Authority
 Civil Aviation Authority
 Civil Aviation Authority

Temporary Airspace Change Assessment Meeting Opening Statement

CAA noted that the statement of need, presentation and agenda were received in advance of the Assessment Meeting and confirmed that the documents must be published by the Change Sponsor, together with the minutes of the meeting, on the airspace change portal.

CAA explained that the purpose of the Assessment Meeting, as set out in CAP 1616, was for the Change Sponsor to present and discuss their Statement of Need, provide information on how it intended to fulfil the requirements of the airspace change process and present its provisional timescales. Lastly, the Change Sponsor was required to provide information on how it intended to meet the engagement requirements of the process.

	ACTION
<p>Item 1 – Introduction</p> <p>█ – Meeting introduction.</p> <p>Introductions:</p> <p>█ – Airspace Regulator – Consultation and Engagement</p> <p>█ – Technical Airspace Regulator</p> <p>█ – RPAS Team</p> <p>█, █, and █ – Introduction and role.</p> <p>█ – Opening Statement</p>	

<p>Item 2 – Statement of Need (discussion and review)</p> <ul style="list-style-type: none"> █ – Run through agenda. █ – Introduction to Windracers. █ – ULTRA UAS Overview █ – Prior BVLOS Operations █ – SATE 2 Overview █ – Statement of Need █ – Use cases █ – ACP-2022-051 details i.e. airfields and commercial interest █ – Airspace data collection █ – Stakeholders █ – Proposed Timeline █ – Any comments or questions on the presentation. █ – Allow time for OA application process (28 days). █, █ and █ – Clarification of proposed timeline. █, █ and █ – Shetland Space Centre Engagement. █ – Temporary and permanent airspace change proposals for space launch. 	
<p>Item 3 – Issues or opportunities arising from proposed change</p>	
<p>Item 4 – Process requirements</p> <ul style="list-style-type: none"> i. TDA Policy Statement (if applicable) ii. Stakeholder engagement <ul style="list-style-type: none"> █ – Engage relevant local stakeholders (█) to send contact re: helicopter operators in the area. █ – Engage with all NATMAC users unless relevant reasoning on why not. █ – Scope: safety and operational viability. 	

- █ – Evidence and audit trail must be provided.
 - █ – During consultation CAP1616 may get brought up. Not for Windracers or stakeholders to find CAP1616 breach. CAA will bring this up if necessary.
 - █ – Complaint monitoring plan.
 - █ – To send useful links including environmental policy.
- iii. Safety Assessment**
- █ – Smallest possible area to achieve objective.
 - █ – Safety Buffers
 - █ – Environmental assessment.
 - █ – Noise assessment looking to show understanding of noise disruption not necessarily to fully reduce noise disruption to 0.
 - █ – Safety buffer for TDA geometry allows for emergency situations.

Item 5 – Provisional timescales

- █ – Explained Proposed Timeline:

15 th July	Statement of Need submitted
23 rd November	Initial Assessment meeting
6 th March	Start Stakeholder Engagement
29 th May	Finish Stakeholder Engagement
2 nd June	OA Application
16 th June	Submission of ACP Proposal
14 th July	Decide gateway
24 th August	NATS AIC Publication
11 th September – 17 th November	ACP Implementation

- █ – 2 week turnaround for decision gateway.

Item 6 – Next steps

- Item 7 – Any Other Business**
- █ – Level of ATS
 - █ – Down to the individual needs of the danger area.
 - █ – Not always required, dependent on stakeholder engagement.
 - █ – Conclusion.

ACTIONS ARISING FROM ACP-2022-051 ASSESSMENT MEETING

Subject	Name	Action	Deadline
Wash-up email	Civil Aviation Authority	Provide names and positions of all attendees	
Meeting Minutes	Windracers	Send minutes to CAA for review and then upload to CAA Airspace Portal.	7 th December

Windracers Ltd.
ACP Sponsor