

## Airspace Change Proposal Change Sponsor Indicative Timeline Update Request Form

CAP 1616 requires change sponsors to submit a timeline for their airspace change proposal (Level 0s are exempt) to the CAA so that it can be reviewed and agreed accordingly. In agreeing a timeline, the CAA is making a commitment to deliver the decision timeframes as specified in CAP 1616 for each of the four Gateway sign-offs, and for the decision on the final proposal, subject to the change sponsors meeting their own commitments.

This form should be used by the change sponsor to formally request an update to airspace change proposal timelines that have previously been presented to/and agreed with the CAA.

The change sponsor is required to publish a record of this form, including the latest indicative dates, on the Airspace Change Portal at the following points in the process (major timeline updates can and should be published outside of this as required):

	CURRENT DOCUMENT SUBMISSION DEADLINE	CURRENT GATEWAY DATE	PROPOSED DOCUMENT SUBMISSION DEADLINE	PROPOSED GATEWAY DATE
DEFINE Gateway <sup>1</sup>	08-Mar-24	22-Mar-24	12-Apr-24	26-Apr-24
DEVELOP & ASSESS Gateway <sup>1</sup>	12-Jul-24	26-Jul-24	11-Oct-24	31-Oct-24
CONSULT Gateway	15-Nov-24	29-Nov-24	14-Feb-25	28-Feb-25
Formal ACP Submission		27-Jun-25		14-Nov-25
DECIDE Gateway		30-Jan-26		21-Aug-26
Target AIRAC		06/2026 <input type="checkbox"/>		12/2026 <input type="checkbox"/>

ACP Reference Number (ACP-YYYY-NNN): ACP-2023-033

Change Sponsor Name: Oxford Aviation Services Limited (London Oxford Airport)

Please briefly explain the need to revise the timelines: The timeline was based on the current CAP1616 requirements. At the Assessment Meeting it was indicated that the new version of CAP1616 would have to be followed that required additional work including the current baseline and more environmental consideration. In addition, the CAA team indicated that the proposed DEFINE Gateway was already looking 'full'. Oxford stated that it would review timelines as the increased workload from the new CAP1616 together with the guidelines not being published would mean that a new timeline would be required.

**For CAA use only:**

Revised timelines reviewed / agreed by (position): Account Manager

Date: 20-Nov-23

<sup>1</sup> Dates not required for Temporary Airspace Change Proposals and/or Airspace Trials.