

**MINUTES OF ACP-2022-106 ASSESSMENT MEETING
HELD AT AVIATION HOUSE, GATWICK ON 14/03/2023**

Present	Appointment	Representing
CAA1	Airspace Regulator (Technical)	CAA
CAA2	Airspace Regulator (Engagement and Consultation)	CAA
CAA3	Airspace Regulator (Environment)	CAA
CAA4	Airspace Regulator (Environment)	CAA
CAA5	Principal Airspace Regulator	CAA
CAA6	UAS sector Technical Inspector	CAA
SKYLIFT1	CEO	Skylift UAV LTD
CONSORTIQ1	Global ops director	Consortiq
SOLENT1	FTZ Logistics project manager	Solent Transport

CAA Assessment Meeting (Airspace Trial) Opening Statement

CAA noted that the Statement of Need (SoN), Agenda and FTZ airspace change presentation were received in advance of the Assessment Meeting and confirmed that the documents must be published by the sponsor, together with minutes of the meeting, on the Airspace Change Portal page. CAA explained the purpose of the meeting and confirmed that the meeting was an Assessment Meeting. The CAA reinforced that the sponsor was required to provide a broad description of their proposed approach to meeting the CAA's CAP 1616 Airspace Trial 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.

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 airspace change process.

	ACTION
Item 1 – Introduction All meeting attendees introduced themselves. CAA1 opened the meeting and read the CAA opening statement, see above.	
Item 2 – Statement of Need (discussion and review) SKYLIFT1 summarised the SoN. The requirements for the Trial process were discussed and it was noted that further information can be found in CAP 1616 Part 1b: Airspace Trials, with some additional	Action – SKYLIFT to submit an updated SoN and change the categorisation

<p>information also contained in relevant Annexes.</p> <p>SKYLIFT1 explained the purpose was to gather as much data to support the move from segregated airspace to non-segregated airspace at some point in the future.</p> <p>Skylift intend to use similar dimensions to the previous TDA (ACP-2021-002). It is well understood airspace and agreements are in place with the emergency services and other operators. Communications with other stakeholders are already established and work well.</p> <p>Skylift have four proposed changes to facilitate the statement of need.</p> <ol style="list-style-type: none"> (1.) 3 stubs to facilitate additional take-off and landing sites. (2.) Permission to operate more than one aircraft in the TDA at one time. (3.) Increase in the height of the TDA from 400ft to 600ft AGL (of the highest point within each section of the TDA). (4.) Extension of the TDA towards Saint Mary's Hospital. As it falls within 3nm of the Solent CTA, Skylift would need to agree on the safety procedure with the ANSP (NATS). <p>CAA1 stated it was clear that this ACP fits within the definition of a Trial (see CAP 1616 para 313) and will be progressed using the Trial process.</p>	<p>to 'Trial' instead of 'Temporary'</p>
<p>Item 3 – Issues or opportunities arising from the proposed change.</p> <p>This Trial Airspace presents the opportunity to fly multiple aircraft from a range of different take-off and landing points.</p> <ul style="list-style-type: none"> • Most TDAs are for a single operator with a single aircraft. This Trial Airspace will allow a safe and managed system for multiple aircraft to fly concurrently. • The ability to fly multiple routes and gather a wide range of sensor data for cooperative and uncooperative traffic allows us to build a more representative data model of future flying operations. • The higher traffic density allows a range of UTM systems to be tested in a more representative environment. <p>CAA6 expressed concerns with section 1 of the Trial Airspace (QA hospital to Thorney Island). It was agreed this section be removed.</p> <p>CAA6 had no immediate concerns with the proposed dimensions listed above.</p> <p>CAA6 noted that any operator would have to have the relevant OSC to operate in the Trial Airspace.</p>	

Item 4 – Process requirements

- i. TDA Policy Statement
- ii. Stakeholder engagement
- iii. Safety Assessment

CAA1 confirmed that the proposal aligns with airspace policy and is in the scope of the scaled airspace change process. This will be a trial airspace change. The trial airspace design must be the minimum size necessary to contain the operation and should only be activated when necessary, with at least 24 hours' notice provided prior to activation. Skylift UAV may now proceed to Stage 3, Targeted Engagement or Consultation in the airspace change process. CAA1 stated that if there is an intention to conduct multiple phases to the trial under different ACPs, then this should be made clear in any engagement material.

CAA2 outlined the scaled process in terms of the following: engaging relevant stakeholders, namely airspace users, air navigation service providers and airports; addressing safety and operational viability with stakeholders, ensuring that they have sufficient information to determine the likely impact on them; producing a report summarizing the engagement responses from stakeholders, highlighting what was heard, what was done with that information

and why. It is the sponsor's responsibility to identify relevant stakeholders and the CAA requires that the MoD and all NATMAC members be engaged unless the sponsor provides rationale to explain the exclusion of a particular member. CAA flight operations can assist with the identification of relevant operators. Records and evidence of engagement activity must be maintained and submitted with the engagement summary report. CAA2 also explained that it was necessary to assess if the proposal is likely to affect the distribution of traffic patterns below 7000 FT and if so, for the change sponsor to set out how they will inform affected communities prior to implementation, if the proposal is approved. The requirement to collate, monitor and report to the CAA on the level of content of related enquiries/complaints (if proposal is approved and implemented) was also acknowledged. There is no requirement for the CAA to formally approve Skylift UAV's intended engagement process and associated material, but CAA2 confirmed that she is happy to review any such documentation.

CAA1 explained that a Trial Plan and Safety Assessment must be submitted to the CAA to enable a decision to be made. Guidance on the content of a Trial Plan is at Para 314 in CAP 1616.

CAA3/CAA4 highlighted that the noise assessment requirements for trial ACPs are given in CAP1616 Appendix B paras B86-89. Noise below 7,000 ft. from the sponsor's own operations and consequential noise impacts from any rerouted/displaced air traffic must be assessed. For trials less than 90 days, the environmental assessment requirements are the same as for temporary ACPs, given in CAP1616 Appendix B para B83:

- Defined objective and confirmation of start and end dates
- Details on the route, flight frequency and typical operational altitudes
- A qualitative description of the changes to traffic patterns of flights below 7,000 ft. (sponsor's own operations and any consequential impacts to other air traffic)
- LAmax noise levels at key locations e.g. schools, places of worship and hospitals, correlated with overflight details. Note that the specific tonal nature of drones requires a 10dB noise penalty to be applied as an adjustment.
- Operational diagrams illustrating routes, key locations, etc. overlaid on Ordnance Survey maps or similar

The noise assessment requirements can be scaled down if the sponsor believes that the trial presents minimal noise impact. In this case, a rationale and supporting evidence must be presented to the CAA as per CAP1616 paragraph B26. The sponsor should discuss their methodology on evaluating the noise impact of the trial with the CAA if the proposed duration of the trial changes to be more than 90 days. All communities impacted must be informed of

the change.	
<p>Item 5 – Provisional timescales (provided post Assessment Meeting)</p> <p>Skylift UAV proposed the following timescales:</p> <ul style="list-style-type: none"> ● Stakeholder engagement – to be completed by 31st July 2023 ● Final submission – by 24th Nov 2023 ● CAA regulatory decision – by 22nd Dec 2023 ● AIC Publishing Schedule – 26th Jan 2024 • Publication – 7th Mar 2024 <p>Timescales amended following engagement with the CAA:</p> <ul style="list-style-type: none"> ● CAA regulatory decision – by 15th Feb 2024 ● AIC Publishing Schedule – 23rd Feb 2024 • Publication – 4th Apr 2024 	
<p>Item 6 – Next steps</p> <ul style="list-style-type: none"> ● CAA1 to send details of CAA attendees to SKYLIFT1 ● CAA2 to provide National Air Traffic Management Advisory Committee (NATMAC) contact list to SKYLIFT1 ● SKYLIFT1 to provide draft meeting minutes to CAA1 ● CAA1 will circulate and review the meeting minutes ● SKYLIFT1 will update the meeting minutes as necessary and upload a redacted version to the airspace change portal 	<p>CAA1 to provide CAA attendees & NATMAC contact list SKYLIFT1 to produce draft meeting minutes</p>
<p>Item 7 – Any other business</p> <p>There being no further business CAA1 closed the meeting</p>	

**ACTIONS ARISING FROM ACP-2022-106 ASSESSMENT
MEETING**

Subject	Name	Action	Deadline
Statement of Need	SKYLIFT1	Action – SKYLIFT to submit an updated SoN and change the categorisation to 'Trial' instead of 'Temporary'	21/03/23
CAA attendees	CAA1	CAA1 to send details of CAA attendees to SKYLIFT1	16/03/23
	CAA1	CAA1 to provide National Air Traffic Management Advisory Committee (NATMAC) contact list to SKYLIFT1	14/04/23
Meeting Minutes	SKYLIFT1	SKYLIFT1 to provide draft meeting minutes to CAA1	21/03/23
Meeting minutes	CAA1	CAA1 will circulate and review the meeting minutes	
Meeting minutes	SKYLIFT1	SKYLIFT1 will update the meeting minutes as necessary and upload a redacted version to the airspace change portal	

Skylift UAV
limited ACP
Sponsor