



**Safety and Airspace Regulation Group
Agenda for CAP 1616 Assessment Meeting
Temporary Airspace Change**

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|---|----------------|
| 1. Introduction | CAA |
| 2. Statement of Need (discussion & review) | All |
| 3. Issues or opportunities arising from proposed change | Change Sponsor |
| 4. Process requirements | All |
| i. TDA Policy Statement (if applicable) | |
| ii. Stakeholder engagement | |
| iii. Safety Assessment ¹ | |
| 5. Provisional timescales | All |
| 6. Next steps | All |
| 7. AOB | All |

¹The default position is that if the safety case contains proprietary information which is commercially sensitive in nature, it may be agreed by the CAA not to have it published in its entirety at stage 4. However, it must be submitted to the CAA, labelled accordingly and a Plain English summary of the final safety assessment explaining why the proposal will maintain a high standard of safety, must be published on the Portal, in accordance with CAP1616 para 1.31'.