



**MINUTES OF ACP-2022-051 ASSESSMENT MEETING
HELD ON MS TEAMS ON 08/08/2024**

08/08/2024

Present	Appointment	Representing
[REDACTED]	[REDACTED]	Civil Aviation Authority Civil Aviation Authority Civil Aviation Authority Civil Aviation Authority Civil Aviation Authority Windracers Ltd. Windracers Ltd.
Observing	[REDACTED]	Civil Aviation Authority Civil Aviation Authority
Apologies	[REDACTED]	Civil Aviation Authority Civil Aviation Authority

CAA Assessment Meeting (Airspace Trial) Opening Statement

The CAA has received the Statement of Need, Assessment Meeting Agenda and Presentation in advance of this Assessment Meeting and can confirm that the documents are required to be published together with the minutes of this meeting on the Airspace Change Portal.

It must be noted that this is an Assessment Meeting.

The Change Sponsor is required to provide a broad description of their proposed approach to meeting the CAA's CAP 1616 Airspace Trial requirements, however the CAA will not at this stage decide whether it meets the detailed requirements of the CAA's process.

The purpose of the Assessment Meeting as set out in CAP 1616 is 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 is required to provide information on how it intends to fulfil the requirements of the airspace change process and to provide its provisional timescales.

Lastly, the sponsor is required to provide information on how it intends to meet the engagement requirements of the airspace change process.

	ACTION
<p>Item 1 – Introduction</p> <p>CAA – Introduced everyone and read the opening statement.</p>	
<p>Item 2 – Statement of Need (discussion and review)</p> <p>SPONSOR – Introduced Windracers and the ULTRA UAS – overview and safety.</p> <p>SPONSOR – Showed Windracers BVLOS operational highlights.</p> <p>SPONSOR – Introduced the SATE 2 project.</p> <p>SPONSOR – Explained the Statement of Need. Due to the time since the initial statement of need was submitted the following changes have been made.</p> <ul style="list-style-type: none"> - The duration of the ACP extended from 8 weeks to the maximum 90 days. - Maximum take-off weight of the UAS has been increased. <p>CAA – Highlighted that CAP1616g has been updated since the initial submission of the Statement of Need. As a result of this the Statement of Need will have to be re-submitted.</p> <p>CAA – Gave guidance on how to re-submit the Statement of Need. The form will need to be filled out again, box at the bottom of the form should be ticked to show that it is in relation to an existing ACP.</p> <p>SPONSOR – Voiced concern over how long it takes for the Statement of Need to be accepted.</p> <p>CAA – Confirmed that Windracers Ltd. don't have to wait for the re-submitted Statement of Need to be approved and are free to continue work on the ACP and carry on with the Stakeholder engagement.</p> <p>SPONSOR – Explained plans for ACP-2022-051.</p> <p>SPONSOR – Expanded on plans for air traffic service on route.</p> <p>CAA – Asked for confirmation of planned airfields for ACP-2022-051</p> <p>SPONSOR – Confirmed planned airfields.</p> <p>CAA – Asked if Windracers aims to fly through Sumburgh CTR.</p> <p>SPONSOR – Confirmed that Windracers aim to stay clear.</p> <p>CAA – Informed that it would be possible, would likely require some form of SUA.</p> <p>SPONSOR – Explained that engagement in the area has been ongoing since the initial assessment meeting. Through it the team has formed a good idea of that airspace in the area.</p> <p>CAA – Emphasised need for early ANSP stakeholder engagement so avoid delays to the timeline.</p> <p>CAA – Referenced technology from a separate ongoing ACP that Windracers are involved in.</p> <p>SPONSOR – Explained that it is not relevant for this ACP.</p>	<p>██████ –</p> <p>Resubmit the Statement of Need.</p>

<p>CAA – Suggested that ACP-2022-051 might be used to ascertain the capabilities of Flight Information Displays (FID) in the form of trial objectives, however it should not be based on it.</p>																	
<p>Item 3 – Issues or opportunities arising from proposed change</p>																	
<p>Item 4 – Process requirements <i>Stakeholder engagement</i> SPONSOR – Showed the list of Stakeholder that Windracers have identified. CAA – Highlighted that [REDACTED] should be included in the engagement. SPONSOR – Confirmed that Windracers have engaged with [REDACTED] previously and the two have a good relation. CAA – Highlighted importance of engagement with [REDACTED]. SPONSOR – Confirmed [REDACTED] will be contacted as part of this stakeholder engagement. CAA – Reiterated that the aim of a trial is to establish commercial viability.</p>																	
<p>Item 5 – Provisional timescales*</p> <p>SPONSOR – Presented proposed timeline for ACP-2022-051:</p> <table border="1" data-bbox="263 1339 1082 1720"> <tr> <td>July 2022</td> <td>Statement of Need submission</td> </tr> <tr> <td>08/08/2024</td> <td>New Initial Assessment Meeting</td> </tr> <tr> <td>09/08/2024</td> <td>Start of Stakeholder Engagement</td> </tr> <tr> <td>26/09/2024</td> <td>OA application</td> </tr> <tr> <td>01/11/2024</td> <td>End of Stakeholder Engagement</td> </tr> <tr> <td>15/11/2024</td> <td>Submission of ACP</td> </tr> <tr> <td>06/02/2025</td> <td>NATS AIC Publication</td> </tr> <tr> <td>07/02/2025</td> <td>ACP Implementation</td> </tr> </table> <p>SPONSOR – Enquired about shortening the 12-week stakeholder engagement period. CAA – Explained that per CAP 1616g, 6 weeks is a reasonable starting point for the duration for the stakeholder engagement period. Considering Windracers know the area well and previous engagement, a shortened engagement period from the 12 weeks proposed could be considered.</p>	July 2022	Statement of Need submission	08/08/2024	New Initial Assessment Meeting	09/08/2024	Start of Stakeholder Engagement	26/09/2024	OA application	01/11/2024	End of Stakeholder Engagement	15/11/2024	Submission of ACP	06/02/2025	NATS AIC Publication	07/02/2025	ACP Implementation	
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<p>CAA – Enquired about the progress on the Current Day Scenario and the noise assessment. Reminded Windracers that non-aviation stakeholders also need to be considered.</p> <p>SPONSOR – Updated on the progress of the Current Day Scenario.</p> <p>SPONSOR – Enquired if the Current Day Scenario needs to be finished before commencing the formal stakeholder engagement.</p> <p>CAA – Explained that the Current Day Scenario is part of the submission Stage 4 in the ACP process.</p> <p>CAA – Highlighted the impact of Windracers being both the ACP sponsor and Operator, and the possible impact on the stakeholder engagement.</p> <p>SPONSOR – Confirmed that Windracers is aware of this.</p> <p>CAA – Brought up consideration of possible TOIs and additional procedures/ training.</p> <p>CAA – Reiterated the point, explain the CAA timeline related to [REDACTED].</p> <p>SPONSOR – Asked for explanation of this process.</p> <p>CAA – Explained the process and expanded on associated timelines, minimum 30 days.</p> <p>CAA – Emphasized difference between CAA decision date and AIC deadline.</p> <p>SPONSOR – Asked if a midpoint meeting can be arranged to assess progress.</p> <p>CAA – Highlighted timeline risk between anticipated CAA decision, AIC publication and TDA activation. Sufficient notice must be given to airspace users.</p> <p>SPONSOR – Explained that this will be part of stakeholder engagement. As always, Windracers activity will be NOTAMed.</p> <p>CAA – Suggested that an additional aeronautical method should be considered. Can be discussed in the potential midpoint review meeting.</p> <p>CAA – Highlighted the importance of mature documents being submitted to avoid extension of the timeline.</p> <p>SPONSOR – Suggested a meeting with [REDACTED] and [REDACTED] to ensure all parties are in agreement.</p> <p>CAA – Can be considered, however regular meetings unlikely due to other commitments.</p> <p>CAA – Added that any further meeting request need to go through [REDACTED].</p> <p>CAA – Explained that there is an opportunity for a design option assessment meeting as part of Stage 2.</p> <p>CAA – Pointed out that noise assessment needs to be provided as part of Stage 2 outputs.</p> <p>SPONSOR – Noise impact assessments have been carried out. Further testing is ongoing. Will ensure to include this is the stakeholder engagement material.</p>	
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<p>CAA – Explained that Windracers must give rationale for which stakeholders have been engaged. [REDACTED] might be able to suggest additional stakeholders.</p> <p>CAA – Appreciated that Windracers have carried out previous engagement in the area should be transparent with stakeholders about what has been learnt from that and how it has influenced what is now being proposed.</p> <p>CAA – Pointed out relevant information in CAP1616. Special Use policy might be of help when developing the design option.</p> <p><i>* The timeline agreed may become subject to change by the CAA. As outlined in CAP 2541 it is not the CAA's intent to conduct a re-prioritisation of all ACPs currently in progress, but only to prioritise when we believe this is required. Such prioritisation will be conducted on a case-by-case basis and in accordance with the principles outlined in CAP 2541. Should it be considered necessary to reprioritise an ACP a member of the Airspace Regulation team will contact the sponsor directly.</i></p>	
<p>Item 6 – Next steps</p> <p>SPONSOR – Concluded the presentation and moved on to next steps.</p> <p>CAA – Explained that meeting minutes must be produced by Windracers and checked by the CAA. Once approved a redacted version must be uploaded to the ACP portal. provides by Windracers.</p>	<p>[REDACTED] - Produce meeting minutes.</p> <p>[REDACTED] - Redact approved minutes and uploaded them to the ACP Portal.</p>
<p>Item 7 – Any other business</p> <p>SPONSOR – Requested access to the ACP portal for two more people from Windracers.</p> <p>CAA – Confirmed that relevant access will be given.</p> <p>CAA – Noted that redacted meeting minutes should be uploaded to the ACP portal within two weeks.</p> <p>SPONSOR – Enquired on progress on future ACP.</p> <p>CAA – Out of scope of this meeting.</p> <p>SPONSOR – Requested a complete list of attendees</p> <p>CAA – Confirmed that it will be supplied.</p> <p>CAA – Mentioned an upcoming meeting with [REDACTED], any relevant feedback would be provided through [REDACTED].</p>	<p>[REDACTED] – Grant additional Windracers' members ACP portal access.</p> <p>[REDACTED] – Provide list of attendees.</p>

ACTIONS ARISING FROM ACP-2022-051 ASSESSMENT MEETING

Subject	Name	Action	Deadline
Statement of Need	██████	Resubmit the Statement of Need.	
Wash up email	██████	Provide names and positions of all attendees.	
Access to ACP portal	██████	Grant additional Windracers' members ACP portal access.	
Meeting minutes	██████	Produce meeting minutes and send them to the CAA for approval.	15/08/2024
Update ACP portal	██████	Redact approved minutes and uploaded them to the ACP Portal.	22/08/2024

Windracers Limited
ACP Sponsor