

**MINUTES OF ACP-2025-002 RE-DEFINITION OF BENBECULA AIRPORT DIRECT ARRIVALS  
ASSESSMENT MEETING  
HELD ONLINE VIA TEAMS ON FRIDAY 7<sup>th</sup> MARCH 2025**

21 March 2025

All Attendees

<b>Present</b>	<b>Appointment</b>	<b>Representing</b>
██████████	Airspace Change Account Manager	CAA
██████████	Airspace Regulator Principal (IFP)	CAA
██████████	Airspace Regulator (Environmental)	CAA
██████████	Airspace Regulator (Technical)	CAA
██████████	Airspace Regulator (IFP)	CAA
██████████	Airspace Change Portal Specialist	CAA
██████████	Inspector ATS (Operations)	CAA
██████████	Consultant	Trax
██████████	ACP Lead	HIAL
██████████	APD	IFPDL

**CAA Assessment Meeting Opening Statement**

CAA noted that the following: Assessment Meeting presentation, Assessment Meeting agenda and Statement of Need 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 and not a Gateway. The CAA reinforced that the sponsor was required to provide a broad description of their proposed approach to meeting the CAA’s CAP 1616 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, including determining whether the proposal falls within the scope of a pre-scaled ACP process/Level 3,
- to enable the CAA to consider the appropriate provisional Level to assign to the change proposal.

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 various stages of the airspace change process.

	<b>ACTION</b>
<p><b>Item 1 – Introduction</b></p> <p>CAA invited HIAL to present the prepared slides.</p>	
<p><b>Item 2 – Statement of Need (discussion and review)</b></p> <p>HIAL read out the Statement of Need (slides 4-5).</p>	
<p><b>Item 3 – Issues to be Addressed</b></p> <p>(Slide 6)</p> <p>HIAL explained the Benbecula’s Direct Arrivals use the BEN VOR for tracking and the BEN VOR DME or the Airfield DME BCL for distance. The Direct Arrivals are used by Benbecula ATC to manage arriving aircraft, for procedural separations and sequencing purposes.</p>	

<p>With the pending withdrawal of the BEN VOR, the Direct Arrivals would need to be withdrawn and with that, the ability to sequence arrivals in the same manner.</p>	
<p><b>Item 4 – Options to Address the Issue</b></p> <p>(Slides 7-9)</p> <p>HIAL explained that the proposal is to redefine the Direct Arrivals on the on Airfield NDB(L) BBA, 308m SW of BEN VOR, and the DME BCL. HIAL explained how the re-definition could see a track change of up to 270m for the initial parts of the Direct Arrivals from the SE which is over water but much less for the Direct Arrivals from the NE where the difference is closer to 65m.</p> <p>HIAL pointed out that some of those differences already exist within the published Direct Arrivals procedures owing the use of both DME BEN and DME BCL. It is likely that these distances will be smaller but it's not possible to confirm until detailed design work takes place.</p> <p>Trax pointed out that the BEN DME will remain after the DVOR is removed. (There was a subsequent discussion between Trax and HIAL to whether the Direct Arrivals proposed would use this DME as well as BCL as per the presentation. The consensus was that the Direct Arrivals would just use BCL).</p>	
<p><b>Item 5 – Provisional Indication of ACP Level</b></p> <p>(Slide 10)</p> <p>HIAL proposed that as the potential track change is below the threshold set within CAP1617<sup>1</sup> for what would determine a change (for PPR purposes), this change would not alter flight behaviours and therefore should fall within scope of an APAC, noting that changes to IFPs would require regulatory approval together with any updates to operating procedures having to go through normal regulatory processes.</p> <p>CAA Technical deferred the process question to the IFP Regulators.</p> <p>CAA IFP advised that they would like to see further information to help inform their decision on whether this change fell within the scope of an APAC.</p> <p>After discussions between CAA IFP and IFPDL, it was agreed that IFPDL would present further information to CAA IFP. Until that time, a decision on ACP level cannot be determined.</p> <p>CAA Airspace Regulator (Environmental) advised that if it is determined this ACP does not fall within scope of an APAC, a Level 3 ACP is likely. In this scenario they highlighted that the environmental assessment requirements for Level 3 ACPs set out in CAP1616h are scalable (CAP1616i Para. 2.12-2.17) and can be qualitative in nature</p> <p><i>* When the sponsor submits their gateway materials for each Gateway at the agreed submission deadline, the period between this and the gateway decision will be an analysis by the CAA Airspace Regulatory team (Airspace Regulation) of the documentation submitted, for the purposes of making a recommendation to the CAA Gateway decision maker(s). In conducting the gateway assessment, the CAA is assessing the process employed and its compliance with the guidance stipulated within CAP 1616. It is not an assessment of the merits of the submission itself, which is reviewed at Stage 5 - Decision. We may request documentation from the sponsor that is referred to in the gateway submission but has not been provided as part of the Gateway submission materials. We may also request the sponsor to provide information by way of clarification relating to statements or assumptions made in the submission. Any further information</i></p>	<p><b>IFPDL</b></p>

<sup>1</sup> CAP1617 Para 2.10 – inc Table 1 (P.24)



**ACTIONS ARISING FROM ACP-2025-002 RE-DEFINITION OF BENBECULA AIRPORT DIRECT ARRIVALS**

<b>Subject</b>	<b>Name</b>	<b>Action</b>	<b>Deadline</b>
Information to determine level	HIAL	Trax to provide CAA IFP with requested information to enable them to make a decision on ACP level	Completed
Meeting Minutes	HIAL	Provide draft meeting minutes for the CAA to review	14 March 2025
CAA Portal	HIAL	Upload the redacted meeting minutes and presentation to the CAA Portal	21 March 2025

HIAL  
ACP Sponsor