



CAP 1616 – Stage 2 ‘DEVELOP & ASSESS’ Gateway

Checklist of Requirements

ACP Reference Number	ACP-2025-003
ACP Title	Introduction of RNP AR Procedures at EGLC
Change Sponsor	London City Airport
Consultancy (if applicable)	NSL
Approved Procedure Design Organisation (if applicable)	NATS
Gateway Date	15/08/2025

This checklist has been developed to ensure that Change Sponsors address relevant regulatory requirements when compiling their submissions to the CAA. Completion of this form does not in itself guarantee CAA approval. The CAA will review and assess the actual content of the Change Sponsor's submission, before making a regulatory decision on whether the relevant regulatory requirements have been addressed satisfactorily. Change Sponsors should refer to the contents of CAP 1616 and CAP 1616f for further guidance on the requirements listed below.

Gateways

To help Change Sponsors and affected stakeholders track how a proposal is progressing and to give greater certainty that the Change Sponsor is following the process correctly, the CAA applies a series of three Gateway sign-offs during the seven-stage process. A sign-off provides the CAA's

approval that relevant process requirements and guidance have been correctly followed up to that point, and gives the Change Sponsor the CAA's approval to move to the next stage in the process. The purpose is to minimise any work having to be repeated, particularly in getting the supporting documentation for consultation right.

Passing a Gateway does not predetermine the CAA's later final decision on whether to accept the Airspace Change Proposal. Where the CAA is not satisfied that the relevant process requirements have been met, it is likely that the Change Sponsor would need to revisit the stage(s) concerned. It is entirely at the CAA's discretion whether to give approval for the Change Sponsor to move beyond the Gateway.

Stage 2 'DEVELOP & ASSESS' Gateway Requirements

Requirement		YES/N/A	Document/Section [Change Sponsor to signpost the relevant document/section]
1.	Have you developed the Baseline Scenarios and produced a list of Design Options that address the Statement of Need and align with the criteria from the Design Principles?	YES	Baseline scenarios - section 3.2. Design options - section 3.3.
2.	Have you explained how the Design Options address the Statement of Need?	YES	The Statement of Need (alongside the design constraints and Design Principles) is used to determine a set of design assumptions, which are applied in the development of the longlist of design options, see section 2.3
3.	Have you provided evidence and supporting rationale to justify where single or limited Design Options are presented?	YES	Section 2.3.2
4.	Have you shared the Baseline Scenarios and Design Options with the same set of stakeholders you engaged with during Stage 1 and given them the opportunity to provide related feedback?	YES	Section 2.4 (Engagement Activities) See section 9.3 for the stakeholder list. Stakeholder feedback is provided against the baseline scenarios and the design options in Table 3,

			Table 5, Table 6, Table 7, Table 9, Table 11, Table 13, Table 15, and Table 16.
5.	Have you explained and provided a rationale for the engagement approach/methodology used throughout Stage 2?		Section 2.4 (Engagement Activities) See Appendix A for the engagement timeline, methodology, and stakeholder list.
6.	Have you provided relevant engagement evidence (materials distributed, meeting/workshop presentations and minutes (where relevant), and copies of related correspondence)	YES	The presentation material for the engagement workshops is published on the portal page . Additional evidence is provided direct to the CAA (via the sharepoint site), see Evidence Folder Directory for folder index.
7.	Have you demonstrated what you have heard and how this feedback has or has not informed the development of the Design Options?	YES	Stakeholder feedback is provided against the baseline scenarios and the design options in Table 3, Table 5, Table 6, Table 7, Table 9, Table 11, Table 13, Table 15, and Table 16. These tables include details of where feedback has influenced the development of the design option and evaluation, or resulted in 'no impact'.
8.	Have you described the methodology used for the Design Principle Evaluation?	YES	Section 4.1
9.	Have you evaluated how the Design Options respond to each of the Design Principles, specifying whether they have been met, partially met or not met?	YES	Section 4.2 – 4.9
10.	Have you used the standard proforma to develop a report for each Design Option, which includes: <ul style="list-style-type: none"> • A description of the Design Option 	YES	Appendix G

	<ul style="list-style-type: none"> • A qualitative assessment in accordance with the assessment criteria matrix, which summarises how it has met, partially met or not met each Design Principle • Explanation of whether the Design Option has been progressed or discounted 		
11.	Have you conducted an Initial Options Appraisal of the impacts of each of the Design Options using the metrics against which Design Options are being assessed?	YES	Sections 5.3 – 5.8 See Table 18 for the IOA assessment criteria.
12.	Have you taken into account the Air Navigation Guidance (2017) when developing your methodology for the Initial Options Appraisal?		The design options are assessed for environmental impacts (see section 5.3 – 5.8). These assessments take into account: <ul style="list-style-type: none"> -altitude based priorities to limit/reduce noise -maintaining consistency with existing published airspace arrangements -avoiding flight over AONBs and national parks -local circumstances -use of PBN to preserve existing route alignments -single/multiple routes -reduction of greenhouse gases -impacts on local air quality
13.	Have you modelled the Initial Options Appraisal on the statutory factors and where applicable, Government policy, that the CAA is required to consider	YES	Each design option is assessed against the metrics as described in CAP1616F section 3.38-3.42. These metrics are designed to address the statutory factors and where applicable, government policy that the CAA is required to consider in deciding whether to

			approve an airspace change proposal.
14.	Have you ensured that the Initial Options Appraisal is objective (unbiased), repeatable and consistent against the defined criteria?	YES	Section 5.1.5
15.	Does the Initial Options Appraisal of each Design Option include: <ul style="list-style-type: none"> • A qualitative and where possible, quantitative assessment according to the nature of the airspace change proposal and potential impacts • An indication of the likely environmental impacts, including any direct and consequential impacts • A high-level assessment of all reasonable costs and benefits involved • A qualitative assessment of the potential impacts on safety 	YES	Sections 5.3 – 5.8 Sections 5.3 – 5.8 Sections 5.3 – 5.8 Section 6
16.	Have you provided an indication of the preferred Design Option(s) within the Initial Options Appraisal?	YES	Section 5.9
17.	Have you justified the noise modelling category that is applicable to the airspace change proposal (CAP 2091)? If yes, which category has been determined?	YES	Category B noise modelling category Section 8.2.2.
18.	Have you used the most up-to-date, credible and clearly referenced sources of data to assess the impacts of the baseline scenarios and Design Options?	YES	All data contained in text and graphics is clearly explained and labelled with the source of the data, and the date. Demands/impacts for the current day scenario are sourced from 2024. Full details of the modelling methodology used to inform the qualitative impact assessments are provided in Appendix B (preliminary noise comparison), Appendix C (flyability testing), Appendix E (traffic forecasts),

			Appendix F (overflight), Appendix H (environmental impacts).
19.	Have you described how evidence will be collected to support the development of the Full Options Appraisal and how any evidence gaps will be filled within the Initial Options Appraisal?	YES	Section 8.2.
20.	Have you completed the Habitats Regulations Assessment Early Screening Criteria form?	YES	Section 7.
21.	Have you demonstrated if the Airspace Change Proposal is aligned with the Airspace Modernisation Strategy (CAP 1711) and where applicable, the relevant iteration of the airspace change masterplan.	YES	See Appendix I AMS Alignment N/A - Airspace Change Masterplan
22.	Have you published the relevant Stage 2 'Develop and Assess' Gateway documents (redacted as appropriate) on the Airspace Change Portal? If the proposal been given a provisional Level 1 status, has a potentially affected area been uploaded to the Airspace Change Portal? (CAP 2385)	YES	LINK See potentially affected area.

Please provide any additional information below which is relevant to the Stage 2 'Develop & Assess' Gateway submission.

[INSERT TEXT HERE]