

**MINUTES OF EDINBURGH AIRPORT ASSESSMENT MEETING
HELD AT AVIATION HOUSE, GATWICK AIRPORT
ON MONDAY, 17 JUNE 2019**

Distributed to CAA and published on the CAA Portal.

CAA = Civil Aviation Authority
EAL = Edinburgh Airport Limited

Present	Appointment	Representing
	Airspace Regulator (Technical)	CAA
	Principal Airspace Regulator	CAA
	Airspace Regulator (Engagement & Consultation)	CAA
	Airspace Regulator (Engagement & Consultation)	CAA
	Airspace Regulator (Environment)	CAA
	Principal Airspace Regulator (via conference call)	CAA
	Airspace Regulator (Economist) (via conference call)	CAA
	Airspace Change Sponsor	EAL
	Engagement & Consultation workstream lead	EAL
	Project Manager	EAL

CAA Assessment Meeting Opening Statement

CAA noted that the Statement of Need and Meeting Agenda were received in advance of the Assessment Meeting and confirmed that these documents would be published together with the presentation material and minutes of the meeting on the CAA website. 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,
- 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.

	ACTION
<p>Item 1 – Introduction</p> <ul style="list-style-type: none"> • The CAA team introduced themselves and their specialty areas for the CAP1616 process. • The EAL team introduced themselves and the role they play for Edinburgh Airport's Airspace Change Programme. 	<p>No action required.</p>

Item 2 – Statement of Need (discussion and review)

The EAL team ran through the published statement of need (SON), their presentation (attached) covered:

The existing situation at EAL:

- Single runway (06/24) with 6 conventional SID routes and 3 STARs (non-SID route PIPAR)
- In 2018, runway 24 was used 69% of the time and runway 06 used 31% of the time
- Departure interval delays at busy times (peak 06:00 – 07:00)
- Declared runway capacity is a max of 42 movements per hour
- Edinburgh Airport masterplan figures project growth over the next 20 years, with delays to movements in peak expected to increase in 2021.

The CAA queried a statement within the SON referencing growth “assisted by progressive Scottish policies including halving Air Passenger Duty” after the Scottish Government announced they won’t be delivering this reduction in policy. EAL advised that since the SON has been lodged, Scottish Government announced they would not be fulfilling this election promise, but EAL’s work with tourism organisations still predict tourism growth over coming years even without the assistance from Scottish Government. The CAA asked the airport to amend this statement within the SON.

EAL proposed to modernise the airspace by following the CAP1616 process and introduce RNAV1 SIDs, RNAV1 Arrival Transitions and RNAV5 STARs. EAL advised they need to increase capacity to minimise delays during peak times and indicated a target runway capacity of 50 movements per hour.

The CAA mentioned that the SON referred to the Future Airspace Strategy (FAS). It was highlighted that this has been replaced by the Airspace Modernisation Strategy (AMS) and, although still referred to by industry as FAS, this is incorrect and also required amendment within the SON.

The CAA asked the airport to amend the SON as described above and to publish on the CAA Airspace Change Portal as V2.

Item 3 – Issues or opportunities arising from proposed change

EAL advised of an issue to be addressed will be the accommodation of adjacent airspace structures including those utilised by the MOD and BGA.

For the last year, EAL has been working with FASI-N to push the use of the airspace around EAL’s dedicated space and have agreed in principle with FASI-N to investigate an opportunity that may allow this.

The CAA asked the airport to consider whether its ACP had a dependency upon the FASI-N programme. EAL advised that at this point in time it was an opportunity for investigation and there was currently no dependency on FASI-N.

<p>Item 4 – Options to exploit opportunities or address issues identified</p> <p>EAL advised the FASI-N opportunity is at an ideas stage and requires further investigative work to develop a concept for testing. EAL will work with FASI-N to ensure the programmes run in parallel.</p>	
<p>Item 5 – Provisional indication of the scale level and process requirements</p> <p>The CAA confirmed that EAL’s Airspace Change Programme falls within scope of the CAP 1616 process and is provisionally considered as a Level 1 ACP.</p> <p>The CAA clarified that engagement with key stakeholders is expected in the early stages of the CAP 1616 process; the Consultation Strategy will be required later in the process for submission at the Stage 3 CONSULT Gateway. The CAA also highlighted that Citizen Space would be used during the Stage 3 CONSULT phase. In addition, it was emphasised that clear audit trails / threads are required throughout each stage of the process and that evidence which validates the statements within the summary document submissions will also be required.</p> <p>The CAA provided clarification for Stage 2B in which initial options appraisal needs to be carried out by the sponsor. The CAA expects to see the initial options appraisal applied to all viable options; this should include qualitative and / or quantitative assessment in accordance with CAP1616, the WebTAG guidance and The Green Book.</p> <p>The CAA confirmed that the requirements of the full set of environmental assessment mechanisms, as set out in CAP1616, would need to be used. However, it was also stated that a case could be made for the use, or lack of use, of a particular metric and also for the use of a viable alternative metric should the sponsor require; alternative methods available to the sponsor should not be discounted without engagement with the CAA.</p>	
<p>Item 6 – Provisional process timescales</p> <p>EAL ran through the projected timescales for the programme in line with CAP1616 allowing for paper submissions to the CAA two weeks ahead of each gateway assessment. The CAA advised they require the EAL submissions at least four weeks prior to the agreed gateway meetings – EAL requested the opportunity to review the timescales based on this advice.</p> <p>EAL submitted a revised timeline proposal:</p> <ul style="list-style-type: none"> • S1 Define - 25/10/19 • S2 Develop & Assess - 28/02/20 • S3 Consult (pre-public consultation) - 29/05/20 • S4 submit proposal - 25/01/21 • S5 - Decide (by CAA) – 26/01/21 – 09/08/21 • ATC training – 30/07/21 to 27/01/22 • Implement - 02/12/21 – 27/01/22 <p>The CAA reviewed the revised timetable and advised that it has been approved by the CAA.</p>	

<p>Item 7 – Next steps</p> <p>Once the CAA reviewed the minutes, they (and any related materials) are to be published on the portal no later than two weeks after this meeting.</p> <p>EAL advised their approach for engagement throughout the process, was to work with focus groups representing community, aviation and representative agencies to develop and test thinking throughout the CAP1616 process. EAL advised that through their lessons learned on previous engagement, that town hall meetings where many attend but only few have a voice, were not constructive so would not be holding this but would instead work with drop in sessions, social media and traditional communication methods to engage stakeholders throughout the programme.</p> <p>The CAA asked to be made aware of when community sessions were being held as they may like to observe if timings allowed. The CAA also encouraged EAL to consider using the engagement and consultation material collected during its previous airspace change proposal to influence an example or draft set of Design Principles to support its Stage 1B engagement activities.</p>	
<p>Item 8 – Any other business</p> <p>n/a.</p>	

ACTIONS ARISING FROM EDINBURGH AIRPORT’S AIRSPACE CHANGE PROGRAMME ASSESSMENT MEETING

Subject	Name	Action	Deadline