



**Aviation Management Board Meeting**

**RUK, Greencoat House, Francis Street, London SW1P 1DH**

**Date:** Tuesday 22 October 2013

**Present**

CG	Chris Gormley	DECC– Chair
JH	Jon Hayward	DECC
DBe	David Best	DfT
MB	Mark Balsdon	NATS
MP	Matt Partridge	RUK
GG	Gemma Grimes	RUK
SH	Simon Heyes	Infinis (AIFCL Chair)
WC	Wayne Cranstone	RWE (AIFCL deputy)
DJ	David Jones	RWE
DBo	David Boyd	Ministry of Defence
KL	Kelly Lightowler	CAA

**Apologies**

Matt Clear	The Crown Estate
Simon Coote	Scottish Government
Paul Gallagher	MOD

**Introduction, Minutes & Actions**

1. CG opened the meeting noting apologies. CG advised the meeting that Rebecca Robert-Hughes had recently been appointed to the role of Senior Policy Manager at the Airport Operators Association (AOA) and that Clare Maltby would be replacing Michael Jampel at DECC. CG agreed to circulate Rebecca's contact details. The agenda was agreed and two AOBs were noted for discussion at the end of business.

**Action 38: CG to circulate Rebecca Robert Hughes contact details.**

2. The draft minutes from the 18 July AMB were approved subject to one amendment. CG ran through the outstanding actions. Actions 33 and 37 were discussed as substantive agenda items.

## **Aviation Plan Progress Report**

3. CG gave an overview of the dashboard report. The main highlights were the de-risking of the ATC technical demonstration as the project moves closer to publication. It was agreed that the workstream should be re-scoped to reflect the outcomes of the final report. CG also noted that Matt Clear is considering re-scoping the work of the Offshore Aviation Operations Group. The CAA is leading a review of offshore operations and KL agreed to investigate and report back to the AMB. CG agreed to reconsider Project RM RAG ratings.

**Action 39: KL to consider linkages between OAOG and the CAA review of offshore operations.**

4. SH gave an update on the AIFCL's decision to co-fund the 'Stage 1' research in partnership with DECC, MOD and the Scottish Government. DBo provided an update on the policy review and reported the outcome of the 16 August meeting of the Eskdalemuir Working Group. DBo noted that all live planning inquiries were now sisted pending the outcome of the 'Stage 1' research. DBo also noted that both he and Tim French would be present at the RUK conference.

## **Safeguarding**

5. DBo confirmed that his team is now sufficiently resourced to re-introduce a pre-planning service within the next few weeks. MOD will disseminate this news to stakeholders. DBo agreed to provide usage statistics at future AMB meetings. Discussions between MOD, CAA and RUK had taken place to consider options for an online pre-application tool. It was agreed, that although a tool would be useful, it probably could not be delivered as it would be too resource intensive. KL noted that CAAI is looking at a small scale 'generic' tool but that there would be a cost to the user. DJ advised that commercial companies are already operating systems and that services could be improved through better access to data.
6. Concerns were voiced around security and maintaining the accuracy of operational data. No assessment has been made of the potential demand for such a system, although there is a presumption that it could reduce the administrative burden on MOD. MB reminded the Board of the DCLG Permitted Development tool and CG took an action to circulate a link to the tool.

**Action 40: DB to update the AMB on pre-application service uptake.**

**Action 41: CG to circulate link to the Domestic Wind Turbine Safeguarded Land Tool. (<http://aviationtool.planningportal.gov.uk/>)**

## **NATS Update**

7. MB advised the Board that funding package to enable Project RM is expected to be agreed by the end of November. NATS expect to complete contracts with funders by the close of 2013 calendar year and commence project roll-out during fiscal quarter 1 2014, with completion during fiscal quarter 4 2014. NATS

and its partners are working to develop a fair and equitable charging scheme for downstream developers. Development contract discussions with Raytheon will open in November with the ambition to deliver the first radar upgrade within 15 months. NATS are unable to guarantee which radar will be upgraded first.

### **NATS Technical Review**

8. NATS airport customers (particularly in Ireland and Scotland) have asked NATS to assess the pitches provided by technology providers. In response, NATS have held discussions with a broad range of technology providers and has treated the exercise as a pre-cursor to a procurement or tender process. NATS is now sharing its findings with airport customers. En-route radar is more complicated than airport surveillance and the parameters of this work do not offer solutions for those projects that cannot be mitigated through Project RM. However, this may change as safety cases develop. MB agreed to share NATS findings with the CAA.

**Action 42: NATS to discuss its Technical Review with CAA.**

**Action 43: NATS to present to MOD on lessons learned on solution procurement**

### **Voice Communications Research**

9. KL provided an update on the progress being made by NATS with its project to assess the impacts of wind turbines on cabin voice communications systems. 22 sites, mostly comprising single onshore turbines but also one offshore site, have been identified. Field trials have commenced, however, some slippage has occurred to ensure the maximum effectiveness of the trial. The project is still on track to complete in 2015 as planned.

### **Guidance on the Use and Integration of In-fill Radar for Wind Turbine Mitigation**

10. DJ was invited to attend the AMB to lead this item and opened by recapping the history of the document and the rationale for its development. DJ noted that NATS had expressed concerns that its comments were not fully reflected. The Board discussed the relationship of the document to CAP 764 and the disclaimers needed in the guidance to prevent any confusion between the two documents. KL offered to take an action to draft a form of words. The AMB agreed that, subject to a satisfactory form of words being agreed, the guidance document could be published on the GOV.UK AMB webpage.

**Action 44: KL to draft text for inclusion in the guidance.**

### **Evidence gathering**

11. It was agreed that RUK's 2013 evidence survey had been overly complex and this had impacted on the quality of data received. GG confirmed RUK's commitment to continuing with the survey but sought to co-operate with others to improve the process. SH thought that this was something the FMB could

support and the Board discussed whether a specialist consultant could be contracted to design the survey structure and develop a model that could be used from year to year. The benefit of this approach would be to give the AMB a management tool to identify trends or develop forecasts that could focus activity or resource prioritisation. GG took an action to determine the cost of consultancy services.

**Action 45: GG to develop a proposal for consultancy services to develop the 2014 survey.**

### **Any Other Business**

12. CG raised a proposal for a South West Scotland Aviation Group on behalf of Simon Coote. The AMB was concerned that a new group could duplicate existing work but concluded that a workstream along the lines of Eskdalemuir could consider issues specific to South West Scotland. The AMB also agreed that SC should present to a future meeting to explain the terms of reference for the group.

**Action 46: Simon Coote to present on the proposed terms of reference for the South West Scotland Group**

### **Guidance/CAP764**

13. The CAA consultation on amendments to CAP 764 has now closed. The consultation generated a large number of responses and these are being considered and will be discussed with the windfarm working group. CAP 764 will be updated and published by the end of December 2013.

### **Next Meeting/Dates of Future Meeting**

14. The next meeting will be held on 23 January 2014 at RWE's offices at 130 Wood Street, London EC2V 6DL.
15. The AMB will also meet on 24 April, 24 July and 23 October 2014.

**END**

Annex A

	Owner	Action	Expected Date	Status	Comment
1.	Crown Estate	To complete the mapping project for the next version of the Aviation Plan	17 July 2012	Closed	
2.	DECC	To set up a Working Group to consider regulatory options and update the AMB	15 October 2012	Closed	This action was created to find a claw back mechanism for Raytheon which may no longer be needed under the NATS business model.
3.	RenewableUK	To refresh the Evidence regularly for updates to the Aviation Plan	Annual updates	Open	
4.	CAA & DECC	To undertake a stocktake on whether there is a need for new or better guidance for LAs to help assess aviation objections in due course.	15 October	Open	DECC to review with CAA
5.	DECC	CG to request further updates and propose a new dashboard for future AMBs. A one off workshop for interested parties may be appropriate.	1 September 2012	Closed	
6.	RenewableUK	PA to link to the Raytheon Executive summary in the next RUK newsletter.	15 October 2012	Closed	
7.	NATs	MB to arrange a meeting of interested parties before the next AMB to update on NATS progress.	1 Oct 2012	Closed	
8.	MoD	DBo to produce some lines to explain cessation of pre-application process.	3 August 2012	Closed	Lines now sent to Paul Askew at RUK
9.	DECC & MoD	SR and CG to meet with MoD to consider next steps	30 Sept	Closed	
10.	MoD	DBo and FH to have a paper on ATC ready for the next meeting of the AMB.	1 Oct 2012	Closed	
11.	DECC and Renewable UK	CG and PA to agree on terms and timing of the next meeting of the AAP.	1 Sept 2012	Closed	
12.	AIFCL	TF to contact the Met Office to arrange a meeting with them and DECC.	1 Oct 2012	Closed	
13.	ALL	Workstream owners who had not responded thus far to get in contact with Jon with updates.	12 Nov 2012	Closed	

14.	MOD	DBo to consider what a safeguarding workstream would look like ahead of the next AMB.	22 Jan 2013	Closed	
15.	DECC and MOD	FH and CG to ensure the ATC project is built into the Aviation Plan.	22 Jan 2013	Closed	
16.	CAA and MOD	AK to speak to FH about future spectrum issues for consideration.	22 Jan 2013	Closed	Agreed 23 April
17.	DECC, MOD & FMB	DECC, MOD and FMB to talk through ATC mitigation demonstration programme proposal.	12 Nov 2012	Closed	
18.	DECC	CG to circulate draft AAP ToRs to AMB members	22 Jan 2013	Closed	Agreed 22 Jan
19	DECC	JH to review technology workstream format ahead of next meeting.	23 April 2013	Closed	Agreed 23 April
20	MOD	PG to consider the commercial confidentiality of the technical readiness status of ATC demonstrator systems	23 April 2013	Closed	Agreed 23 April
21	RUK, CAA & MOD	PA, KL and DBo to discuss and resolve lighting guidance issue.	23 April 2013	Closed	DECC to review with CAA and MOD.
22	DECC & MOD	CG and PG to finalise DECC/MOD Memorandum Agreement	23 April 2013	Closed	Agreed 23 April
23	MOD, DECC & RUK	DB to share pre-application scoping results with CG and PA and discussion future options	23 April 2013	Closed	
24	DECC	JH to review progress on action points 4 and 21 with owners	23 July 2013	Closed	
25	DECC & SG	DECC and Scottish Government, in consultation with MOD, to scope and timetable a delivery plan to take forward Eskdalemuir policy options.	23 July 2013	Closed	
26	DECC	JH to liaise with AMB Members and workstream owners to revise and agree the Aviation Plan for 2013/14.	23 July 2013	Closed	
27	DECC & RUK	DECC and RUK to liaise to agree the use of Survey data within the Aviation Plan.	23 July 2013	Closed	
28	DECC, FMB and MOD	DECC, FMB and MOD to investigate combining July AMB and FMB meetings with a visit to the demonstration site.	23 July 2013	Closed	
29	MOD, DECC and RUK	MOD, DECC and RUK to consider options for further pre-application work	23 July 2013	Closed	

30	MOD, CAA and RUK	MOD, CAA and RUK to discuss options for online pre-planning assessment tool.	23 July 2013	Closed	
31	MOD	MOD to review Irish Sea issue and report back to DECC and CE.	31 May 2013	Closed	
32	DECC	JH to work with members to review date of next meeting.	23 July 2013	Closed	
33	MOD	MOD to provide options for an online pre-planning assessment tool by 30 September.	30 Sept 2013	Closed	
34	DECC	DECC and RUK to consider website options.	22 Oct 2013	Closed	
35	DECC/FMB	DECC and FMB to engage with NATS on options for mitigating those projects outside the scope of Project RM.	22 Oct 2013	Open	
36	CAA	DECC, DfT and CAA to discuss Project RM costs and future charging mechanism arrangements with NATS.	22 Oct 2013	Open	
37	NATS	NATS to provide more detail on their technology review ahead of the next AMB.	22 Oct 2013	Closed	
38	DECC	CG to circulate Rebecca Robert Hughes contact details.	23 Jan 2014	Open	
39	CAA	KL to consider linkages between OAG and the CAA review of offshore operations.	23 Jan 2014	Open	
40	MOD	DB to update the AMB on pre-application service uptake.	23 Jan 2014	Open	
41	DECC	CG to circulate link to the Domestic Wind Turbine Safeguarded Land Tool.	23 Jan 2014	Open	
42	NATS	NATS to discuss its Technical Review with CAA.	23 Jan 2014	Open	
43	NATS	NATS to present to MOD on lessons learned on solution procurement	23 Jan 2014	Open	
44	DECC	KL to draft text for inclusion in the guidance.	23 Jan 2014	Open	
45	RUK	GG to develop a proposal for consultancy services to develop the 2014 survey.	23 Jan 2014	Open	
46	SG	SG to present on the proposed terms of reference for the South West Scotland Group	23 Jan 2014	Open	