

# Guidance on the Protection of Regional Air Access to London

## Introduction

1. The UK Government's policy on protecting air services through the imposition of public service obligations (PSOs) is governed by European legislation. This legislation broadly sets out, but does not fully define, the criteria under which Member State Governments can protect air services.
2. The aim of this guidance is to clarify how Government ordinarily expect to interpret these criteria when assessing PSO applications to protect existing regional air services to London and how a devolved administration or local authority can access funding for supporting an airline to operate a service on the PSO route.
3. Guidance was originally published on 15 December 2005. This new guidance replaces the 2005 guidance. It takes account of the new EU Regulations on 'common rules for the operation of air services in the Community' (1008/2008)<sup>1</sup> (the "Regulations"), the Aviation Policy Framework<sup>2</sup> and the 29 June Spending Review Statement<sup>3</sup>. It seeks to establish a balance between protecting regional services and limiting Government intervention in the market.
4. A more precise description of the European criteria will provide a firmer basis for the discussion of individual cases with both airlines and regional bodies, and ensure the continued equitable treatment of any PSO applications for access to London. It will be the responsibility of devolved administration or regional body (includes Local Authorities and Local Enterprise Zones) to make the case for a PSO to the Department for Transport against these criteria.
5. The guidance is not definitive and each application for a PSO will continue to be assessed by the Secretary of State for Transport on a case-by-case basis. Should the existing Regulations change in the future, this guidance may need to be reviewed and amended accordingly.
6. Terms have been explained solely in the context of Government policy on protection of air services to London and should not be taken in a

---

1 Regulation (EC) No 1008/2008 of the European Parliament and of the Council of 24 September 2008 on common rules for the operation of air services in the Community (Recast)

<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2008:293:0003:0020:en:PDF>

2 The Aviation Policy Framework (March 2013) pages 22-23

<https://www.gov.uk/government/publications/aviation-policy-framework>

3 Investing in Britain's Future – Para 8.8

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/209279/PU1524\\_IUK\\_new\\_template.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/209279/PU1524_IUK_new_template.pdf)

wider context than this. If there are any policy changes in the future then the guidance will be changed to reflect this.

7. Government considers it unlikely that PSOs would be appropriate for new routes from the regions to London. Rather new services could be launched with some assistance from Start-up aid (though a Route Development Fund (RDF)) provided by a devolved administration or regional body. The criteria for these are set out in European Commission 2005<sup>4</sup> aviation State aid guidelines. Nor does Government consider it likely that PSOs would be appropriate on a route that received Start-up aid once the initial funding has ended because 2005 State aid guidelines state that Start-up aid can only be provided if the route receiving the aid will ultimately prove profitable.
8. This guidance is only applicable to domestic flights within the UK to or from London. It therefore does not consider how to protect air access to London from other Member States or the Crown Dependencies.
9. The *Aviation Policy Framework* stated that it would be the responsibility of Devolved Administrations, Local Enterprise Partnership (LEP) or local authority in England for developing the business, financial and legal cases required by EU regulations on PSOs and for demonstrating the importance of a particular air service to the economic development of areas of the UK. Where the case has been made for a PSO the 29 June Spending Review Statement stated where appropriate the Government will provide funding alongside regional support.<sup>3</sup>
10. The guidance begins by setting out the background to the policy. Subsequently, it sets out how a voluntary early warning system for airlines will allow devolved administrations and regional bodies to monitor whether there is likely to be a need to consider the suitability of a PSO for a route. It then explains how the tendering process should be undertaken and how any potential payment of subsidy will be considered. The criteria for a PSO route are themselves described for UK purposes under the heading "Interpretations".
11. To accompany this document, the Government has also published guidance on the type of evidence we shall expect from devolved or regional bodies when they are making the case for the economic 'necessity' and 'adequacy' of an air service as set out in the Regulation, and the methodology we shall use to assess it and along with any bids for funding. This guidance is attached in Annex A

---

<sup>4</sup> **2005 Aviation State aid guidelines**

[http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=CELEX:52005XC1209\(03\):EN:NOT](http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=CELEX:52005XC1209(03):EN:NOT)

## Background

12. The Aviation Policy Framework recognised that a number of respondents to the consultation - particularly from Scotland, Northern Ireland and some English Regions - stressed strongly that continued connectivity to London airports is essential to their regional economies and to national cohesion.<sup>2</sup>

13. It also stated:

*"We fully recognise the importance of air services to these areas, and will be inclined to support applications by devolved and regional bodies to establish Public Service Obligations (PSOs) that comply with the specific PSO conditions with EU law, where necessary to protect services between other UK airports and London"*<sup>2</sup>

14. To support this statement the 2013 Spending Review made available a fund of £20 million over two years starting in April 2014. The statement that accompanied the announcement set out that a devolved administrations or regional body may apply for access to this fund to **maintain regional air links to London where there is a risk that regional connectivity may be lost, where the case for a PSO has been made.**<sup>3</sup>

15. Under the existing EU law, in order to protect the slots currently used at the London airports for these regional air services it would be necessary to impose a PSO in accordance with the Regulation. However, this Regulation was designed to protect lifeline routes to peripheral or development regions, not commercially viable regional services into congested hubs where they compete against alternative uses of the slots.

16. The criteria for PSO imposition are set out, but not precisely defined, in the Regulation. Although the Regulation needs to be read for its full terms and effect, there are essentially three main criteria:

- i. The service must be to a "peripheral region", or a "development region", or on a "thin route to any airport". **Only one of these three requirements must be met.**
- ii. The service must be "vital for the economic and social development of the region".
- iii. The imposition of a PSO must be necessary to ensure the "minimum" provision of scheduled air services which air carriers would not assume if they were solely considering their commercial interest. In assessing the "necessity and adequacy" of a proposed public service obligation the proportionality between it and the economic needs of the region, the availability of other modes of transport to meet transport needs, airfares and conditions, and the combined effect of

all carriers operating or intending to operate on the route must be taken into consideration.

17. Further clarification on these requirements can be found in the section headed “Interpretations”.
18. Under current Community law it is not possible to impose a PSO on a route between two cities or regions on which adequate services are already being operated commercially. The Aviation Policy Framework proposed that the imposition of a PSO would be supported where necessary to protect services between UK airports and London.<sup>2</sup>
19. However, “necessity and adequacy” is only one of three tests which must be met in judging whether a service is a potential candidate for a PSO. The decision to apply for the imposition of a PSO would lead to a more in-depth consideration by Government of the eligibility of the route, the economic case for its protection and what constituted an adequate service on that route.
20. Final judgement on the eligibility of a route for PSO imposition would rest with the Secretary of State for Transport and would be based on the merits of each case set against the criteria in the Regulation. Having notified the European Commission, other Member States, the airports concerned and air carriers operating the route, the UK Government may then impose a PSO to the extent necessary to ensure on that route the adequate provision of scheduled air services satisfying fixed standards of continuity, regularity, capacity and pricing. PSOs will be reviewed as necessary and at least every four years to ensure that their imposition is still appropriate and the obligations set out are being met. This period may be up to five years if the public service obligation is imposed on a route to an airport serving an outermost region referred to in Article 299(2) of the Treaty.
21. Where a case for a PSO has been demonstrated the devolved or regional body can tender for operators to provide an air service between the regional airport and a London airport.

### **Definition of Routes to London**

22. For the purposes of this policy London airports will include any airport that can access transport zone 1 of London within 60 minutes by rail<sup>5</sup>. The Department for Transport considers the following airports as having sufficient access – Gatwick, Heathrow, London City, Luton, Southend and Stansted. If a devolved administration or regional body considers other airports to qualify they should provide evidence to the Department for consideration, prior to the issuing of tender documents.

---

<sup>5</sup> Transport zone 1 - London

<http://www.tfl.gov.uk/assets/downloads/oyster-rail-services-map.pdf>

23. **If an airport or another airport within 60 minutes journey time of the same urban centre provides services to any one of these airports, it will be considered as having a service to London.** This means that the withdrawal or reduction of a service to, for example, Heathrow will not be enough to trigger the consideration of a PSO as long as it is considered that there is an adequate service provided by the combined services offered to the London airport system as a whole.
24. The Government recognises the concerns of regional stakeholders about protecting services to London's main airports. However, in order to be consistent with the position adopted by the European Commission (Commission Decision 94/291/EC<sup>6</sup>), when assessing whether a PSO can be imposed on a route it is necessary to consider the adequacy of the link provided between two cities or regions, not between a city or region and a specific airport. On this basis, factors such as interconnectivity opportunities or the final onward destination of passengers are not relevant to the consideration of adequacy under the Regulation.

### **Early Warning System**

25. The Government supports a voluntary early warning system whereby airlines currently operating regional services to London airports agree to provide the Government and the relevant regional body with as much notice as possible, preferably at least four months, of their intention to withdraw from, or reduce services on regional routes. This advanced notice then allows decisions on how best to protect a route to be made by the regional body and Government.
26. The Government recognises that airlines operate within a constantly changing commercial environment but feel that this early warning system strikes a good balance between the need to maintain an adequate level of regional services and only intervening in the market in limited circumstances. The system offers regional partners together with Government time and opportunity to explore all potential solutions to ensure continuity of that regional service into London.
27. We would expect to be notified by an airline about any reduction in services, even if the proposed reduction in service does not merit consideration of a PSO. This allows the Department to record and monitor levels of services.
28. The early warning system would supplement, but not prejudice, the Government's rights to impose PSOs under the Regulation.

---

<sup>6</sup> Commission Decision – Paris(Orly)-Marseille and Paris(Orly)-Toulouse

<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:1994:127:0032:0037:EN:PDF>

## **Tendering and Potential Payment of Subsidy**

29. Where the early warning system indicates a route is under threat, a devolved or regional body can offer by public tender the opportunity for an airline to operate, with compensation, an air service between a UK regional airport and London provided that the Department for Transport are satisfied that;
  - i. the existing air route cannot be run commercially,
  - ii. the regional airport is not served by another London airport and
  - iii. the air route meets the requirements for a PSO as set out in the Regulation 1008/2008 (paragraph 16).
30. If a devolved or regional body believes a subsidy from Government might be required to support the PSO route it should contact the Department for Transport officials to discuss the levels of support that it may be possible to provide and the time period it might be available for.
31. The devolved administration or regional body will need to communicate the entire text of the invitation to tender document and the two information notices provided in Annex C to the Commission via the Department for Transport except where the use of the service is expected to be less than 10,000 passengers per annum.
32. Upon publication of the information notice and tender document by the Commission in the Official Journal of the European Union a devolved administration or regional body can start the tender process (minimum of two months). It shall also communicate without delay and free of charge any relevant information and documents requested by a party interested in the public tender.
33. The invitation to tender and the subsequent contract shall cover, inter alia, the following points:
  - i. the standards required by the public service obligation;
  - ii. rules concerning amendment and termination of the contract, in particular to take account of unforeseeable changes;
  - iii. the period of validity of the contract;
  - iv. penalties in the event of failure to comply with the contract;
  - v. objective and transparent parameters on the basis of which compensation, if any, for the discharge of the public service obligations shall be calculated.
34. The devolved or regional body should make it clear in the tender document that they are looking for air operator to provide services to one of the airports listed in paragraph 22.
35. Upon the closing date of the tender it is for the devolved or regional body to assess all the bids received and identify a preferred bid and if required

submit a bid to the Department for Transport for any funding. Annex B sets out information the Department will require to assess bids for funding, along with adequacy of the service, including the prices and conditions which can be quoted to users and the cost of compensation from the Member State concerned.

36. The imposition of a PSO does not mean that an operator will automatically be entitled to receive subsidy to operate services on the route. The contract arising out of an invitation to tender may include the payment of subsidy, taking into account the costs and revenue generated by the service. Therefore the Department will undertake the cost benefit analysis and commercial viability test (Annex A) to assess whether the funding request offers value for money. The Department will also look to take into account the level of funding to be provided by the devolved or regional body towards any subsidy to operate services. It will be for a bidder to demonstrate a strong level of local financial commitment to the scheme. This can be made up of local authority and/or other third party funding.
37. The Department for Transport will inform the devolved or regional body of its decision. If funding for a particular route to London is agreed then the other PSOs from that regional airport to London will need to be revoked. Both forms in Annex D will need to be completed by the devolved or regional body and submitted to the Department for Transport to allow us to inform the Commission of the decisions made.

### **Other Policy Developments**

38. The rules governing the imposition of PSOs are set out in the Regulation. Should the existing Regulations change in the future, this guidance may need to be reviewed and amended accordingly.

### **INTERPRETATIONS**

39. This guidance accordingly sets out below our interpretations of terms listed in Regulation 1008/2008. These are:
  - "peripheral region", "development region", "thin route"
  - "economic and social case"
  - "adequate provision of services"

#### **1(a) Peripheral region**

40. For the purposes of this policy, we have interpreted the term 'peripheral' to mean not just remote or sparsely populated areas but also those that are faced with significant accessibility issues arising from their geographical peripherality or lack of adequate surface transport alternatives.

41. As stated in the White Aviation Policy Framework, international experience shows that rail can be an attractive and convenient form of travel for inter-urban journeys, enabling people to travel directly from city centre to city centre. Other studies suggest that rail competes well with air on point-to-point journeys of two to three hours, but for longer journeys air travel is the mode of choice. For example, comparing business trips by rail or by air from Scotland to London and the South East, the overwhelming majority are by air. It is also worth noting that journey time may be less critical than the ability to have sufficient time to conduct business at the destination.
42. For this reason, the definition shall be:

*An airport shall be considered as serving a "peripheral region" if the total journey time to London Zone One by public surface transport from the main urban centre(s) it serves is more than three hours.*

### **1(b) Development Region**

43. For the purpose of this policy a Development Region should be based on the Assisted Area Maps<sup>7</sup> where regional aid may be granted under EU legislation, which will remain in force until 31 December 2013. From 1 January 2014 new UK Assisted Areas map is due to come into effect. BIS will be working with the Devolved Administrations to consult on the maps in 2013.
44. Any region on the lists will need to be checked to ensure no material change in its circs which mean it is no longer meeting the criteria. Whilst any region not on the 2013/2014 list may apply and seek to show that it now meets the criteria.
45. For the purposes of this policy, the catchment area of an airport would be calculated as the area within an average one-hour travel time radius, unless the area is one of unusually sparse population. This would provide a means of judging which airports serve regions most in need of the economic and social benefits which an air link can potentially bring.
46. For these reasons, the definition shall be:

*An airport shall be considered as serving a development region if its catchment area includes areas in receipt of UK regional aid.*

### **1(c) Thin Route**

<sup>7</sup> Assisted Areas in Great Britain, 2007-13

<https://www.gov.uk/government/publications/assisted-areas-in-great-britain-2007-2013>



47. Previous consultation in 2005 proposed a route would be considered a thin route if it corresponded to a 50-seater regional aircraft operating two return services a day with an average load factor of 65%. This is the equivalent to 50,000 passengers a year.
48. The definition would therefore be:

*A route shall be considered as a thin route if, at the time that a PSO application is received, fewer than 50,000 passengers a year use the route.*

## 2. Proving the Economic Case

49. The Regulation requires that the air service is considered 'vital for the economic and social development of the region which the airport serves'. The Government considers that in order to justify intervention into the market, there should be a robust case that illustrates:
- i. the benefits to the regional economy that would otherwise be lost if a service were withdrawn.
  - ii. that the level of intervention ensures the minimum provision of scheduled air services.
50. The Aviation Policy Framework stated that it would be the responsibility of the Devolved Administrations, LEP or local authorities in England to demonstrate the importance of a particular air service to the economic development of areas of the UK (i.e. the "direct / indirect, or wider economic benefits")<sup>2</sup>.
51. In addition to evidence on the benefits of the air service, a commercial viability analysis of the route will also be required if a direct subsidy in support of a PSO is proposed.
52. Drawing on information provided by the devolved administration or regional body, the Department will undertake three main tasks:
- i. The Department will conduct a Value for Money assessment on the economic case for any bids for funds<sup>8</sup>.
  - ii. The Department will need to decide whether it is satisfied that the air service is "vital for the economic and social development of the region" – one of the requirements of the Regulation
  - iii. The Department will need to decide whether it is satisfied that the commercial viability analysis (a) demonstrates that the route is not commercially viable without a PSO and (b) provides

---

<sup>8</sup> The DfT will follow its *Transport Business Cases* approach to assess the case for providing any DfT funding  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/85930/dft-transport-business-case.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/85930/dft-transport-business-case.pdf)

evidence of what level of subsidy, if any, might be required for the service to operate. Such compensation may not exceed the amount required to cover the net costs incurred in discharging each public service obligation, taking account of revenue relating thereto kept by the air carrier and a reasonable profit.

53. The Department's Value of Money assessment will compare the costs and benefits associated with the devolved or regional bodies preferred bid compared to the counterfactual of no PSO being imposed on the route. This may include the specific passenger benefits foregone by using the slots for the regional service rather than an alternative use. The assumptions and workings used by the Department will of course be fully shared with the devolved or regional body.
54. Whilst we appreciate the resource implications of carrying out a thorough economic appraisal analysis, the hidden costs of imposing a PSO even on unsubsidised routes, have been shown to be substantial. It is therefore necessary to provide sufficient evidence to justify intervention in the market.
55. In order to assist devolved and regional bodies in assembling the evidence required to demonstrate the benefits and the commercial viability analysis, the Department has produced accompanying guidance at Annex A.
56. The complexity of analysis in appraisal should be proportionate to the likely scale of the impacts. For larger impacts we would in general expect a more thorough appraisal than for very small impacts.

### **3. Adequate Provision of Services**

57. As detailed in the Regulation, the necessity and adequacy of a proposed public service obligation shall be assessed by the Member State, having regard to:
  - the proportionality between the envisaged obligation and the economic development needs of the region concerned;
  - the possibility, of having recourse to other forms of transport and the ability of such forms to meet the transport needs under consideration in particular when existing rail services serve the envisaged route with a travel time of less than three hours and with sufficient frequencies, conditions and suitable timings;
  - the air fares and conditions which can be quoted to users; and
  - the combined effect of all air carriers operating or intending to operate on the route.
58. The UK Government proposes that, based on the criteria set out above, the preliminary assumption should be that the level of service that would ordinarily qualify as 'adequate' should be a minimum frequency of **two**

daily return flights. These should be scheduled appropriately to allow business travellers to carry out a full day's business at either end of the route.

59. However, we accept that in reality the level of adequacy will differ from route to route, and it will therefore be necessary to consider the adequacy of service on a case-by-case basis having regard to all relevant matters including the need for proportionality. The early warning system should enable the Government to monitor levels of service on a route, and in dialogue with regional partners judge when it is necessary to consider ways to protect that route.

## **Cost-Benefit Analysis and Commercial Viability Test**

### **Introduction**

1. As indicated in “**Proving the Economic Case**” (paragraphs 49 - 55) of the guidance on the protection of regional air access to London), it is necessary for devolved or regional bodies to provide a robust case for the imposition of a public service obligation (PSO) on a regional air service to London. The guidance in this Annex establishes a common methodology for demonstrating the costs and benefits of the economic case.
2. The devolved or regional body will be responsible for providing the direct economic benefits of imposing a PSO, in terms of the savings in overall costs enjoyed by passengers, relative to the costs of travelling by other routes and/or transport modes and for demonstrating the wider or indirect economic benefits of imposing a PSO.
3. The Department will take this information into account when deciding whether an air service is vital for the economic development of the region – one of the criteria for imposing a PSO – and to assess any request for funding.

### **A. Cost-Benefit Analysis**

#### **Benefits to the Region**

4. The benefits of maintaining a regional link to London are difficult to quantify and need to be judged on a case-by-case basis. They include direct savings to passengers relative to the cost of using alternative routes, coupled with wider regional economic benefits (such as the impact of lower inbound tourism or investment in the region).

#### **Direct Economic Benefits**

5. The direct economic benefits of retaining a service to London can be expressed by the savings in overall or 'generalised' costs enjoyed by passengers, relative to the costs of travelling by other routes and/or transport modes. These savings include the costs faced by passengers who in the absence of the direct service to London would not travel to London at all.
6. The calculation of 'generalised costs' should take account of all the costs faced by passengers including financial costs, journey times and interchanges. The DfT calculate and use values of time for a range of

passenger categories which can also be used for this purpose, see Table 1.

Table 1 Passenger categories with values of time

	Values of time, 2010 values and prices
Business - domestic passengers	£41.75
Business - international passengers	£51.92
Leisure - all passengers	£6.04

7. Devolved administrations or regional bodies should also calculate the passenger benefits foregone if a service from a region to a London airport ceases to exist such that interlining opportunities through a UK hub are no longer available. It should be noted that, even where connections are not actively marketed or advertised by the airlines, as at Stansted some passengers may well interline informally using 'no frills' services. If services exist, or are likely to soon exist, from the regional airport to foreign hub airports (such as Paris CDG, Amsterdam Schiphol, Frankfurt, Madrid and Dubai) this should also be noted since these services will provide the regional airport with some international connectivity.

#### Indirect or Wider Economic Benefits

8. The Government and regional bodies have objectives for the economic transformation of individual regions, and it is important that these are described and taken into account.
9. The Department therefore welcomes the provision of evidence on indirect or wider economic benefits by regional bodies, since this could help provide colour and substance to the case for retaining an air service to London. In doing so, it should however be recognised that it can be difficult to precisely quantify indirect or wider benefits. In part, this is because it is difficult to separate out the importance of air services (or of transport infrastructure in general) from all other factors determining a firm's choice of location or a household's choice of holiday destination.
10. However, it is important to avoid double-counting, since passenger benefits can serve as a proxy for some indirect or wider economic benefits (e.g. job creation). For example, some of the direct benefits of retention of the regional service to London will accrue to business passengers. This reflects the greater ease with which outbound passengers can do business in London and inbound passengers can do business in the region. Both represent potential benefits for the regional economy through an increase in business efficiency. But these effects cannot necessarily be added to the passenger benefits already described, as this could give rise to double-counting. Evidence in terms of wider economic benefits represents an alternative way of describing the benefits of retaining the service.

11. The withdrawal of a regional air service to London will inevitably have a range of impacts on the environment, including the reduction of carbon dioxide emitted throughout the flight, and lessened noise and air quality impacts at the airport level. It is however not proposed generally to quantify these impacts; the slots at London airports currently serving the regional air service would be used for alternative air services through London airports.

## **Costs**

### Opportunity cost of using a slot at a London Airport

12. Making use of slots at fully co-ordinated London airports would mean that the slots could not be used for other services. Consideration also has to be given to the possibility that opportunity cost of reserving slots will rise over time.
13. The Department, with the help of the Civil Aviation Authority, will consider the opportunity cost of using a slot at an airport to support a PSO route. This will be used as a cost in the Departments Value for Money assessment, comparing the benefits of retaining an air service from the regions to London against the foregone value of the slot if it were used for another purpose.

### Other costs

14. The Department will consider whether any call on its budget can be justified in terms of overall Value for Money.
15. The Department may consider any other costs if relevant including, noise, air quality and impacts on surface transport.

## **Commercial Viability**

16. Generally, routes to London should not require a specific PSO subsidy. Applications including PSO subsidy will therefore need to be carefully scrutinised since there may be other ways of operating the service (e.g. using aircraft with different 'breakeven' load factors and / or accessing a different London airport) which may enable a commercially viable solution without subsidy.
17. Regional bodies submitting a bid for funding in support of a PSO will need to provide commercial viability analysis to demonstrate that the route is not commercially viable without a PSO and to provide evidence of the level of subsidy required.

18. The commercial viability assessment will provide and take account of information such as:
- past financial performance on the route (over x years)
  - passenger numbers (broken down by domestic and interlining passengers, if known),
  - average fares (hence yield / revenues),
  - costs (broken down in detail),
  - past profitability / loss analysis.
19. Similarly the commercial viability assessment will look forward and take account of information such as:
- specific aircraft selection (network analysis if different aircraft types are utilised);
  - estimated revenue / yield calculation;
  - full profitability analysis using past passenger performance and forecast changes in passenger numbers - contribution, net operating profit
  - breakeven statistics; and
  - route economic assumptions - airport charges, aircraft leasing rates, insurance, overhead contribution etc.
20. Devolved or regional bodies may also find it useful to refer to the Departments WebTAG guidance Unit 3.18c: Aviation Appraisal<sup>9</sup>. Further information relating to this annex can be obtained by writing to:

Department for Transport  
Aviation Policy and Delivery Division,  
Zone 1/25, Great Minster House  
33 Horseferry Road  
London, SW1P 4DR

---

<sup>9</sup> <http://www.dft.gov.uk/webtag/documents/expert/unit3.18c.php>

**Information Devolved or Regional Body to submit to the Department for Transport**

A list of all bids should be submitted to the Department along with:

- i. London airport to be served
- ii. Route schedule
- iii. Aircraft to be used
- iv. Funding request
- v. Period of validity of the contract

The devolved or regional body should identify the preferred bid, and submit the following extra information:

- level of funding required from the DfT
- financial contribution from the devolved or regional body local authority.
- an assessment of the benefits the service provides (see Annex A paragraphs 1 to 15)
- a commercial viability assessment (see Annex A paragraphs 16 to 19)
- information on how the proposed route meets PSO requirements (criteria set out in paragraph 16 of the main text)
- Completed information notice for DfT to submit to the Commission (Annex D).

Key assumptions / statistics / values should be accompanied by sufficient detail on the source and detail of the information.



## Annex C

### **Commission communication pursuant to Article 17(5) of Regulation (EC) No 1008/2008 of the European Parliament and of the Council on common rules for the operation of air services in the Community**

#### **Invitation to tender in respect of the operation of scheduled air services in accordance with public service obligations**

Member State	
Route concerned	
Period of validity of the contract	
Deadline for submission of applications and tenders	
Address from which the text of the invitation to tender and any relevant information and/or documentation relating to the public tender and the public service obligation can be obtained	

Commission communication pursuant to Article 16(4) of Regulation  
1008/2008 of the European parliament and of the Council on common rules  
for the operation of air services in the Community

Establishment of public service obligations in respect of scheduled air  
services

(Text with EEA Relevance)

(20../C ../...)

Member State	
Concerned routes	
Date of entry into force of the public service obligations	
Address where the text and any relevant information and/or documentation related to the modified public service obligations can be obtained	For further information please contact: Name of the administration Address Phone, fax numbers e-mail website

**Annex D**

**Commission notice pursuant to Article 16(4) of Regulation (EC)  
No 1008/2008 of the European Parliament and of the Council on common  
rules for the operation of air services in the Community**

Establishment of public service obligations in respect of scheduled air  
services

(Text with EEA Relevance)

(20./C .../...)

Member State	
Route concerned	
Original date of entry into force of the public service obligations	
Date of entry into force of modifications	
Address where the text and any relevant information and/or documentation relating to the public service obligation can be obtained	For further information please contact: Name of the administration Address Phone, fax numbers e-mail website

Commission information notice pursuant to Article 16(4) of Regulation (EC)  
No 1008/2008 of the European Parliament and of the Council on common  
rules for the operation of air services in the Community

Repeal of public service obligations in respect of scheduled air services

(Text with EEA relevance)

(20../C.../...)

Member State	
Route concerned	
Original date of entry into force of the public service obligations	
Date of repeal	
Address where the text and any relevant information and/or documentation relating to the public service obligation can be obtained	<p><i>Text of reference</i></p> <p>For further information please contact: Name of the administration Address Phone, fax numbers e-mail website</p>