

Programme Coordination Board - Meeting 8 Minutes**14 August | 15:00-17:00****Department for Transport, Great Minister House**

Members	Additional Attendees
██████████ - Independent	██████████ - DfT
Caroline Low - DfT	██████████ – DfT
Jack Goodwin - DfT	Rupesh Mehta - DfT
Emma Gilthorpe - HAL	██████████ - CAA
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Apologies: ██████████, ██████████, ██████████	

1.0 Minutes and Actions

- 1.1 ██████████ welcomed everyone to the meeting.
- 1.2 Minutes of the meeting held on 10th July 2017 were agreed by board, subject to minor amendments being made by the Secretariat.
- 1.3 The outstanding actions were discussed by the board and the action log was updated accordingly.

2.0 Update from working groups

- 2.1 JG took the board through updates from the working groups, noting the following key points:
 - 2.1.1 Some risks were raised around Western Rail proposals on scheme design options for the NWR;
 - 2.1.2 The surface access working group is focusing on the associated risks and milestones with the M25;
 - 2.1.3 A HAL/DfT Airspace workshop will discuss dependency mapping.

3.0 Update on current events

- 3.1 CL provided an update to the board on the recent PAR review, noting the following key points:
 - 3.1.1 The PAR review gave the programme an overall amber rating, and issued an amber-green rating on the NPS workstream. The review outlined the need for an updated and accessible set of DfT objectives for the NWR scheme as well as sharing the updated objectives with key partners, and highlighted a potential new objective around safety and security. Further recommendations included: keeping programme governance under review; ensuring airlines were kept up to date on the M25 proposals; and creating clarity on roles in airspace between the DfT, CAA and NATS.
- 3.2 Arora updates

- 3.2.1 EG provided a brief summary of discussions with Arora. MG asked how communication with Arora is being maintained by DfT and CAA. DfT confirmed they will continue to treat Arora in the same way as all other consultation respondents. CAA advised that, given airline support for the proposal and in line with the regulatory framework they will look to understand the Arora proposal in more detail.

Action 170814/01 – DfT to share a summary of the PAR recommendations with HAL and CAA.

4.0 Dashboard

- 4.1 [REDACTED] thanked HAL for producing the draft dashboard, and made the following points;
- 4.1.1 Whether DfT and CAA could adjust the format of their top risks to mirror HAL's. CAA agreed to do this but DfT explained that DfT legal advice had indicated that this was not feasible for the department.
- 4.1.2 The current position of DCO Con1 appeared to be incorrect on the milestones timeline, and [REDACTED] asked HAL to look into this.

Action 170814/02: CAA to update their risk information in the dashboard

Action 170814/03: All parties to ensure milestones and data entered onto the dashboard is up to date for next PCB meeting

5.0 Issues Log

- 5.1 [REDACTED] thanked the board for their contribution to the key issues log, and drew the attention of the board to the top issues which are due to be addressed ahead of HAL's proposed Con1. Key matters arising were:
- 5.1.1 EG noted that the DfT and HAL should discuss communications around airspace;
- 5.1.2 HAL and DfT agreed to begin work on a shared vision shortly for post NPS designation;
- 5.1.3 EG noted [REDACTED]'s suggestion of a gateway review after the start of Con1
- 5.1.4 Airspace - HAL believe that 2R changes are necessary ahead of Con1.

Action 170814/04: HAL and DfT are to share respective visions at weekly engagement sessions and identify overlaps and assess compatibility pre NPS; and with a long term objective of creating a shared vision for use post NPS designation.

Action 170814/05 – HAL to allocate owners to follow up on the M25, s16, and airspace issues identified in the log.

Action 170814/06 – HAL to share narratives on airspace consultations with DfT and CAA

6.0 Surface Access

6.1 ■ introduced the paper which outlines how HAL plan to appraise the surface access options and, during the ensuing discussion:

6.1.1 ■ asked whether the parties involved had agreed on the choice of econometric models to be used in the appraisal process. ■ confirmed that there was a consensus other than with TfL who are not yet entirely aligned on which models should be used.

6.1.2 CAA questioned why the CAA policy test is not being used. ■ responded, that the CAA policy test is more concerned with the funding of the scheme rather than differentiating between different scheme designs. ■ assured CAA that the policy test will feed into the overall surface access appraisal process.

6.2 The board discussed when it would see HAL's detailed appraisal of surface access package options, to which HAL indicated December. ■ suggested covering this item again in December with a paper which summarised how each package delivers against set evaluation criteria.

6.3 CL raised a question about the certainty of HAL meeting its targeted increase in capacity at Heathrow without any additional airport related traffic. DfT noted that this commitment is not required by the NPS despite being a pledge made by HAL, to which HAL noted this may be subject to change following the consultation. EG confirmed that the pledge was as an aspiration, but not an obligation. HAL are currently determining the feasibility of meeting it, should it become a Government requirement.

Action 170814/07 – HAL to provide a long list of all potential surface access schemes with a brief description of each scheme in September

Action 170814/08- HAL to provide an update on Surface Access in October followed by a hierarchy of Surface Access scheme packages with cost benefit analysis of each scheme at the December PCB.

7.0 Con1 readiness assessment

7.1 EG took the board through the paper and the following points were noted:

7.1.1 ■ indicated that he had expected to see sign-offs and other steps on the timeline, as well as matters such as the booking of venues. EG noted this, but confirmed that the timeline was not intended to be a full conditions precedent list. HAL are keen to learn from DfT's experience of the NPS consultation, particularly around logistics.

7.1.2 CL suggested that HAL needs to create a clear distinction between themselves and Government within the Con1 materials and process. CL also asked whether HAL felt they had the necessary resourcing to carry out the consultations. EG confirmed that HAL are developing a narrative with local communities and the public going into Con1, to ensure they're

aware of the differences between HAL and Government. EG also confirmed that HAL expects to have the necessary resources mobilised to deliver a successful Con1.

8.0 DfT NPS dependencies

8.1 The board noted the paper and HAL raised concern about potential shareholder reaction. HAL suggested DfT and HAL bilaterally unpack DfT's dependencies paper during forthcoming discussions between EG and CL.

Action 170814/09 - CL and EG to meet and progress discussions relating to the dependencies, including any potential shareholder concerns

Action 170814/10 - DfT and HAL to unpack NPS requirements paper at weekly engagement session

9.0 Planning for

9.1 [REDACTED] outlined the paper produced on Airspace and welcomed suggestions from the board on questions for [REDACTED], with the board suggesting the following:

9.1.1 What assumptions are necessary to give confidence that airspace redesign can be implemented in time for the opening of the Heathrow Northwest Runway?

9.1.2 What are the confidence levels in these assumptions?

9.1.3 What is being undertaken to increase confidence levels?

9.1.4 What is missing?

9.2 █████ asked whether the board was minded to invite █████ to become a member of PCB. Following a discussion, the board concluded that █████ should be invited periodically to attend the PCB (rather than all meetings), given that much of the subject matter covered by PCB meetings was of little relevance to NATS.

10.0 S16. Progress

10.1 [REDACTED]

10.1.1 [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

10.1.2 [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

10.1.3 [REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
10.2 In November, through the cost and benefit working group, HAL will inform airlines about infrastructure options and the cooperation needed from them.

10.3 CAA updated the board on their engagement with airlines, noting that further reports are due in September and December with DfT considering a possible extension to the S.16 commission. CAA would like details of multilateral meetings between HAL and airlines, to be used in the S16 reporting.

Action 170814/11- HAL to ensure all airlines have the same information and understanding of the processes going into Con1.

11.0 AOB

11.1 The board noted the paper on ATM's.

11.2 JG outlined the potential agenda topics for future PCB meetings:

11.2.1 A September PCB focused on airspace and HAL consultations (2R and Con1 progress update);

11.2.2 An October PCB focused on Surface Access (M25 and an update on surface access packages modelling);

11.2.3 The board has requested that [REDACTED] present an update on the Aviation Strategy, in October.