

# Letter of Agreement

Between

NATS (En Route) PLC (“**NATS**”)

And

London Gliding Club, Dunstable Hang Gliding and  
Paragliding Club & Royal Air Force Gliding and  
Soaring Association

The NATS logo is positioned on the right side of the page. It consists of the word "NATS" in a bold, blue, italicized sans-serif font. A large, light blue decorative swoosh originates from the left edge of the page, curves downwards and to the right, and then loops back towards the bottom center, partially overlapping the NATS logo.

Version 1.2

Effective Date: 14/05/2020  
Expiry Date: 13/05/2022

NATS - PRIVATE

**LETTER OF AGREEMENT**

**between**

NATS (En Route) PLC ("**NATS**")

4000 Parkway, Whiteley, Fareham, Hampshire PO15 7FL

Airspace operated by

London Control (Swanwick) ("**NATS Unit**")

Swanwick Centre, Sopwith Way, Swanwick, Hampshire, SO31 7AY

and

London Gliding Club ("**LGC**")

Tring Road, Dunstable, Bedfordshire, LU6 2JP

Dunstable Hang Gliding and Paragliding Club ("**DHPC**")

DHPC c/o Mr Christopher Tracey  
16, Ashwell Street, Leighton Buzzard, LU7 1BG

Royal Air Force Gliding and Soaring Association ("**RAF GSA**")

RAF GSA c/o Mr Paul Moslin

16 Perch Meadow, Halton, Aylesbury, Bucks, HP22 5NX

Each referred to as an "**Airspace User**"

Together referred to as "**the Parties**".

Effective Date: 14/05/2020

Valid until: 13/05/2022

## **1 GENERAL**

- 1.1 The purpose of this Letter of Agreement is to define the co-ordination procedures to be applied between NATS and each Airspace User, to permit each Airspace User operating under VFR to fly within the airspace as set out within Annex A to this Agreement.
- 1.2 The signatories to this Agreement are accountable for ensuring that the obligations set out by the Procedures in this Agreement are met in full.
- 1.3 This Agreement shall start on the Effective Date and shall end exactly two years thereafter. No prior notice of the end date shall be given by NATS.
- 1.4 Where segregated airspace in controlled airspace is required for the purposes of compliance with EU 923/2012 Standardised Rules of the Air, (SERA), the Civil Aviation Authority has authorised NATS to create and operate such airspace in accordance with this Letter of Agreement.

## **2 DESCRIPTION OF AIRSPACE**

- 2.1 Dunstable Downs gliding site is located approximately 7nm west of Luton Airport. It is located wholly within the Class D airspace of the Luton Control Zone. Several gliding areas have been designated for the use of London Gliding Club and Dunstable Hang Gliding and Paragliding Club, depending on the runway in use at Luton Airport. A full description of the airspace is contained in Annex A.

## **3 PROCEDURES**

- 3.1 The procedures to be applied between NATS, the NATS Unit as applicable, and each Airspace User, are detailed in the Annexes to this Letter of Agreement:

Annex A: Procedures  
Annex B: Telephone Communications  
Annex C: Abbreviations and Definitions  
Annex D: Terminal Control Checklists

## **4 OPERATIONAL STATUS**

- 4.1 All Parties shall keep each other advised of any changes to operational facilities or any other matters which may affect the procedures specified in this Letter of Agreement.

## **5 REVISIONS**

- 5.1 Any revision to the Letter of Agreement, excluding the Appendix and Annexes, requires the mutual written consent of the Letter of Agreement signatories or the successor to their position/roles.
- 5.2 Any revision to the Annexes of the Letter of Agreement requires the mutual written consent of the designated representatives of the signatories.
- 5.3 Any revision to the lateral and vertical extent of the segregated airspace described in paragraph 2.1 above additionally requires approval by the CAA (Safety and Airspace Regulation Group).

## **6 DEVIATIONS**

- 6.1 When necessary the appropriate operational Supervisor(s) and responsible representative of an Airspace User may introduce, by mutual agreement, temporary modifications to the procedures laid down in the Annexes to the Letter of Agreement for a specific time period within the existing term of this Letter of Agreement. Any temporary change which would have the effect of increasing the lateral and/or vertical extent of the segregated airspace requires prior approval by the CAA (Safety and Airspace Regulation Group).
- 6.2 Instances may arise where incidental deviations from the procedures specified in the Annexes to this Letter of Agreement may occur. Nothing in these procedures prevents a controller or pilot from using their discretion to achieve safety of operations provided that steps are taken to rectify the situation as soon as possible.

## **7 CANCELLATION**

- 7.1 Cancellation of this Letter of Agreement by one of the Signatories (or their successors) is possible at any time in relation to ongoing and significant safety related matters which have not been remedied within a reasonable period following regular consultation between the Signatories.

## **8 INTERPRETATION AND SETTLEMENT OF DISPUTES**

- 8.1 Should any doubt or diverging views arise regarding the interpretation of any provision of the present Letter of Agreement or in case of dispute regarding its application, the Parties shall endeavour to reach a solution acceptable to them all.
- 8.2 Should no agreement be reached, each of the Parties shall refer such dispute to the CAA for determination.

## **9 REQUESTING A RENEWAL OF THE LETTER OF AGREEMENT**

- 9.1 Access to the Airspace is granted to each Airspace User by NATS as the designated authority responsible for the airspace detailed in this Agreement, on the terms set out in this Letter of Agreement. It is the responsibility of the Airspace Users to seek NATS' agreement to any renewal or replacement of this Letter of Agreement.
- 9.2 Where the Airspace User wishes to enter into a renewal or replacement Letter of Agreement with NATS for access to the Airspace then LGC, acting on behalf of the Airspace Users, will send a written request to do so to the NATS Unit no later than three (3) months prior to the end date of this Letter of Agreement.
- 9.3 A review of the Letter of Agreement may be requested by any of the Signatories and at any time during the validity period.

**SIGNED**

Record of Document Authorization

Document Reference Number: London Gliding Club LoA

Document Issue Number: 1

UserName: Dawson, Peter

Title:

Date: Tuesday, 18 August 2020, 12:33 GMT Daylight Time

Meaning: Authoriser

**Position/Role:** General Manager Swanwick

**Unit:** London Control (Swanwick)

NATS (En Route) PLC

**DATE:** 18/08/20

**SIGNED**

**SIGNED**



**Name:** Andrew Roch

**Position/Role:** Chief Flying Instructor

**Organisation:** London Gliding Club

**DATE:** 5/7/2020

**SIGNED**

**SIGNED**



**Name:** Christopher Tracey

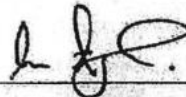
**Position/Role:** Club Chairman

**Organisation:** Dunstable Hang Gliding and Paragliding Club

**DATE:** 26 Jun 2020

**SIGNED**

**SIGNED**



**Name:** Wg Cdr Ian Hough,

**Position/Role:** OC Ops Wg

**Organisation:** Royal Air Force Gliding and Soaring Association, Chiltern Gliding Cub, RAF Halton

**DATE:** 23 Jun 20

## APPENDIX

### EXPLANATORY NOTE FOR SEGREGATED AIRSPACE ARRANGEMENTS (as applicable)

**Effective:** 14/05/2020

- App.1 This Letter of Agreement allows the aircraft operated by the Airspace User specified in paragraph 1 of the Letter of Agreement, which in accordance with SERA.6001 and Appendix 4 would be prohibited or restricted to fly in the airspace specified in paragraph 2 of the Letter of Agreement, to instead fly in accordance with the rules as specified in the Annexes to this Letter of Agreement during periods of segregated operations.
- App.2 For flight in Class A and Class C airspace, the Visual Meteorological Conditions to be complied with are those at SERA.5001 VMC visibility and distance from cloud minima Table S5-1:
1. At and above 10,000ft AMSL:
    - a. Flight visibility: 8 km
    - b. Distance from cloud: 1,500m horizontally, 1,000ft vertically
  2. Below 10,000ft AMSL and above 3,000ft AMSL, or above 1,000ft above terrain, whichever is the higher:
    - a. Flight visibility: 5 km
    - b. Distance from cloud: 1,500m horizontally, 1,000ft vertically
- App.3 For flight in Class D airspace below 10,000ft AMSL and above 3,000ft AMSL, or above 1,000ft above terrain, whichever is the higher, the Visual Meteorological Conditions to be complied with are those at SERA.5001 VMC visibility and distance from cloud minima Table S5-1:
- a. Flight visibility: 5 km
  - b. Distance from cloud: 1,500m horizontally, 1,000ft vertically
- App.4 For flight in Class D airspace at and below 3,000ft AMSL (900m), or 1,000ft (300m) above terrain, whichever is the higher, the Visual Meteorological Conditions to be complied with are those at SERA.5001 VMC visibility and distance from cloud minima Table S5-1:
- a. Flight visibility: 5 km
  - b. Distance from cloud: 1,500m horizontally, 1,000ft vertically
- App.5 'SERA' means 'Standardised European Rules of the Air Regulation' Commission Implementing Regulation (EU) No 923/2012 of 26th September 2012 laying down the common rules of the air and operational provisions regarding services and procedures in air navigation as amended by (EU) 2015/340 and (EU) 2016/1185.
- App.6 The requirements of Commission Regulation (EC) 2150/2005 with respect to the segregation of the activity defined in this Letter of Agreement are deemed to be satisfied as follows:
- Article 4 Strategic airspace management (level 1):
- 1a. CAP740
  - 1b-e. LoA review process

- 1f. CAP740, LoA, AIP
- 1g. LoA
- 1h-k. not applicable
- 1l. Competent Authority
- 1m. LoA process
- 1n. LoA/ACN processes, ANSP/airspace user

Article 5 Pre-tactical airspace management (level 2):

- a. AMC (as necessary), AAA AR (through ACN process), LoA/MoU activation process

Article 6 Tactical airspace management (level 3):

- 1-3. LoA/ACN process
- 4. Not applicable

Article 7 Safety Assessment:

APSA. Supporting procedures applicable to the Letter of Agreement published in MATS Part 2

**ANNEX A**  
**PROCEDURES**

**Effective:** 14/05/2020

**A.1 Description of Airspace**

**A.1.1 Dunstable 07 Airspace**

For the purposes of this agreement, the combined airspace consisting of Dunstable Gliding Areas 1, 2, 3 and 4 is collectively referred to as the 'Dunstable 07 Airspace'

**Dunstable Gliding Area 1** is defined as that part of the Luton CTR/CTA contained by straight lines joining (WGS84 co-ordinates):

515227N 0004006W (point 1)  
515511N 0002426W (point 2)  
515239N 0002710W (point 3)  
515133N 0003327W (point 7)  
515135N 0003730W (point 9)  
515114N 0003938W (point 10)  
515227N 0004006W (point 1)

The vertical limits are from the surface to altitude 3500ft within the Luton CTR and altitude 2500ft to altitude 3500ft within the Luton CTA. This airspace is notified as Class D airspace.

The southern boundary of Dunstable Gliding Area 1 is defined by a line of large power cables. In order to assist pilots in visually acquiring these cables, LGC have described the route as follows: *'The line of cables runs down the hill close to the pig farm and passes just south of Edlesborough Church (the church on the small hill) and continues, passing just north of the sewage works north west of Ivinghoe Aston. The line of cables then turns and follows a straight line to a point just north of Cheddington village where they cross the railway line running south to north.'*

The western boundary of Dunstable Gliding Area 1 is defined by the railway line running south to north from Cheddington village to the Control Area boundary north of Horton village.

**Dunstable Gliding Area 2** is defined as that part of the Luton CTR contained by straight lines joining (WGS84 co-ordinates):

515151N 0003144W (point 6)  
515133N 0003327W (point 7)  
515134N 0003516W (point 8)  
515056N 0003459W (point 11)  
515132N 0003135W (point 12)  
515151N 0003144W (point 6)

The vertical limits are from the surface to altitude 1500ft. This airspace is notified as Class D airspace.



**Dunstable Gliding Area 3** is defined as that part of the Luton CTR contained by straight lines joining (WGS84 co-ordinates):

515134N 0003516W (point 8)  
515056N 0003459W (point 11)  
515030N 0003730W (point 13)  
515130N 0003759W (point 14)  
515135N 0003730W (point 9)  
515134N 0003516W (point 8)

The vertical limits are from the surface to altitude 2000ft. This airspace is notified as Class D airspace.

**Dunstable Gliding Area 4 (Spin Training Area)** is defined as that part of the Luton CTR contained by straight lines joining (WGS84 co-ordinates):

515258N 0003709W (point 16)  
515525N 0003431W (point 17)  
515352N 0003215W (point 18)  
515258N 0003709W (point 16)

The vertical limits are from altitude 3500ft to altitude 4500ft. This airspace is notified as Class D airspace.

The eastern boundary of Dunstable Gliding Area 4 is defined by the A5 road running south to north from Dunstable to the Control Area boundary south east of Hockliffe.

#### **A.1.2 Dunstable 25 Airspace**

For the purposes of this agreement, the combined airspace consisting of Dunstable Gliding Areas 1 and 5 is collectively referred to as the 'Dunstable 25 Airspace'.

**Dunstable Gliding Area 1** is defined in A.1.1

**Dunstable Gliding Area 5** is defined as the part of the Luton CTR/CTA contained by straight lines joining (WGS84 co-ordinates):

515239N 0002710W (point 3)  
515133N 0003327W (point 7)  
515135N 0003730W (point 9)  
515114N 0003938W (point 10)  
515227N 0004006W (point 1)  
515150N 0004336W (point 19)  
514810N 0004155W (point 5)  
514942N 0003313W (point 4)  
515239N 0002710W (point 3)

The vertical limits are from the surface to altitude 3500ft within the Luton CTR and altitude 2500ft to altitude 3500ft within the Luton CTA. This airspace is notified as Class D airspace.

### A.1.3 CTA-8

For the purpose of this agreement London Luton Control Area (CTA-8) is referred to as 'CTA-8'.

**CTA-8** is defined as that part of the Luton CTA contained by straight lines joining (WGS84 co-ordinates):

- 515150N 0004336W (point 19)
- 515244N 0003828W (point 20)
- 515503N 0004353W (point 21)
- 515150N 0004336W (point 19)

The vertical limits are altitude 3500ft to altitude 4500ft. This airspace is notified as Class D airspace.

### A.1.4 Chiltern Ridge Soaring Area

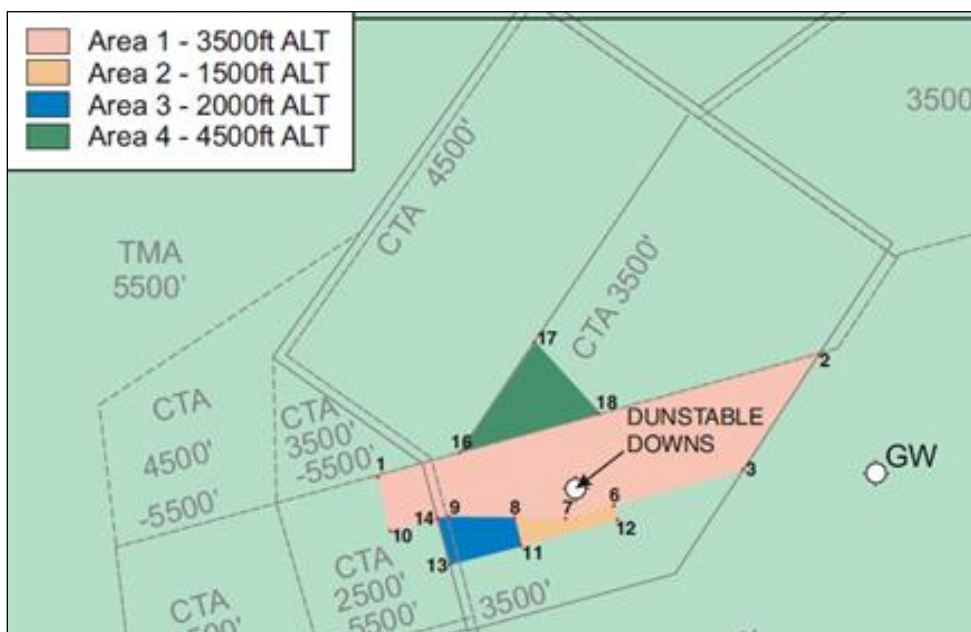
**Chiltern Ridge Soaring Area** is defined as that part of the Luton CTR contained by straight lines joining (WGS84 co-ordinates):

- 514633N 0003543W (point 22)
- 514942N 0003313W (point 4)
- 515313N 0003134W (point 15)
- 515130N 0003759W (point 14)
- 514633N 0003543W (point 22)

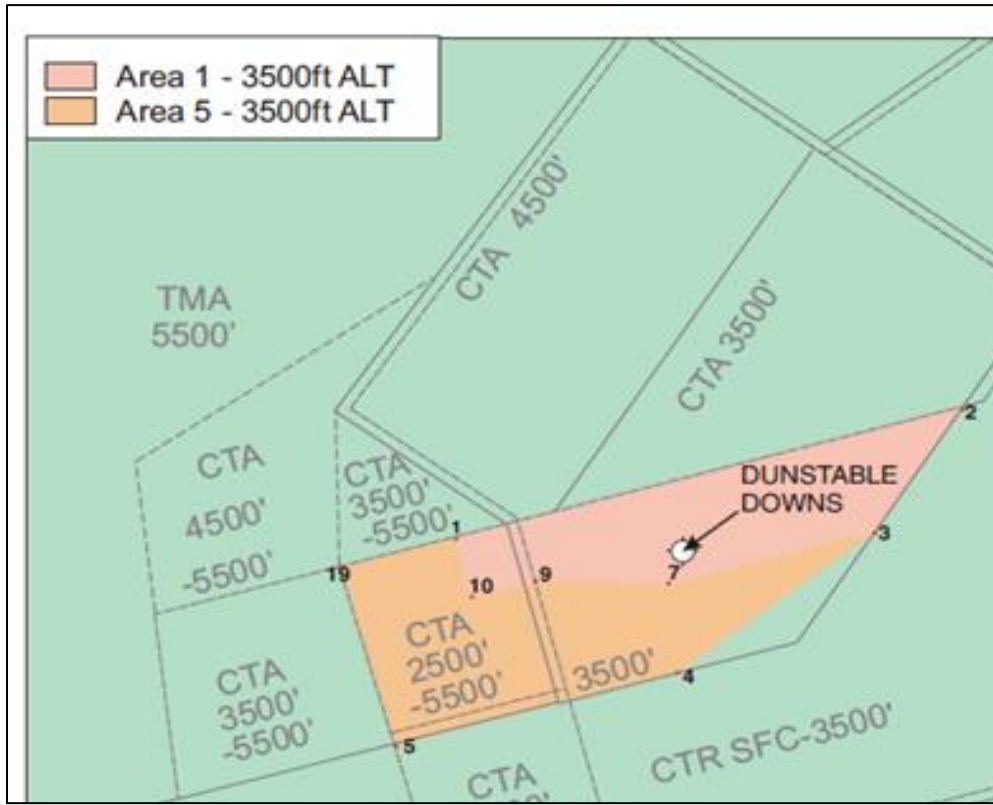
The vertical limits are from the surface to altitude 1500ft. This airspace is notified as Class D airspace.

## A.2 Map of the Airspace

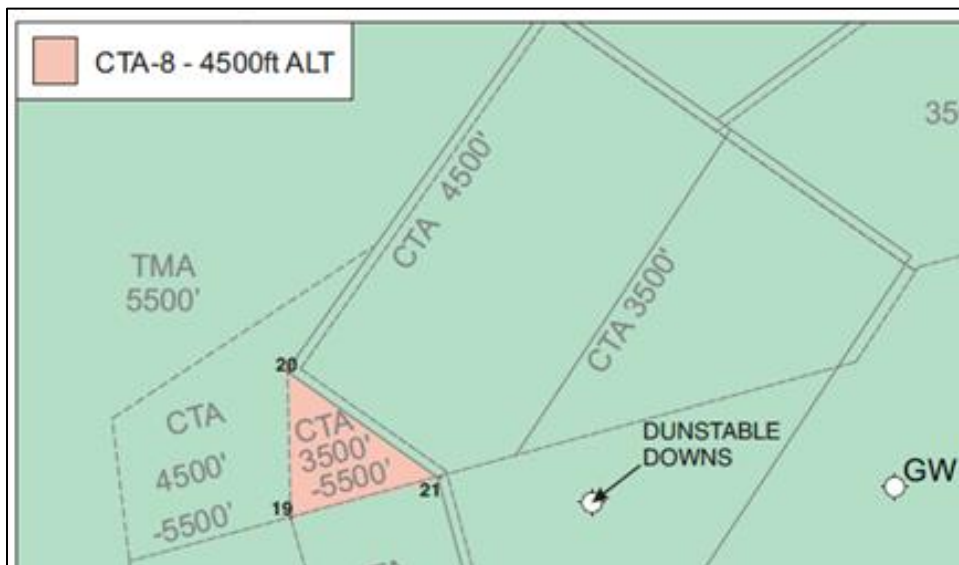
### A.2.1 Dunstable 07 Airspace



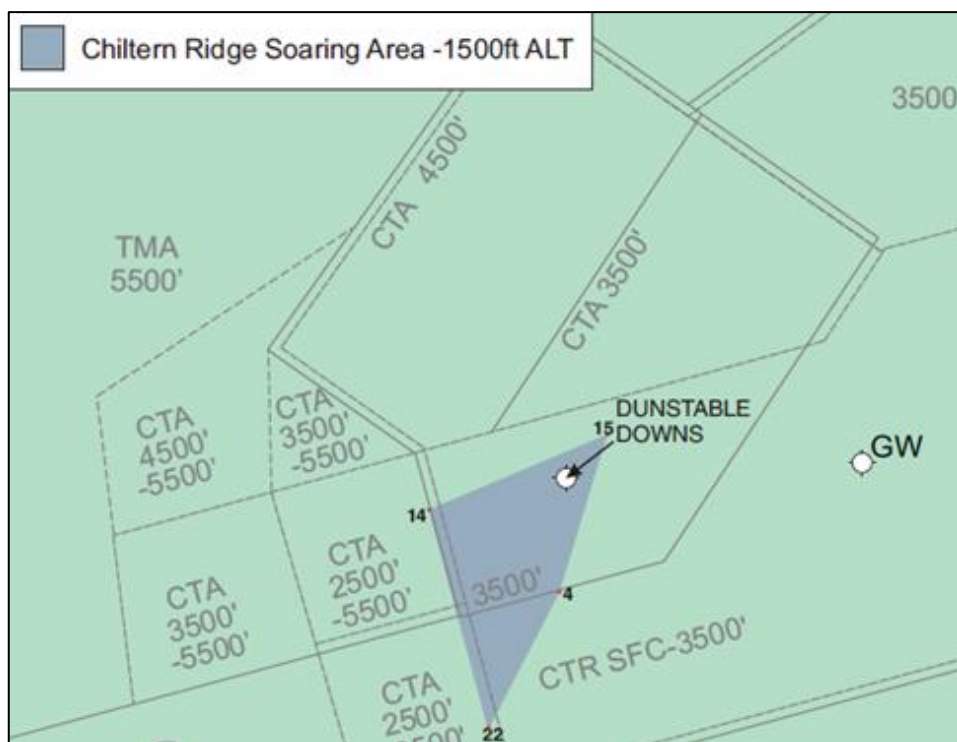
A.2.2 Dunstable 25 Airspace



A.2.3 CTA-8



## A.2.4 Chiltern Ridge Soaring Area



## A.3 Procedures

### A.3.1 Procedures and Responsibilities of LGC, DHPC and RAFGSA

#### The Dunstable Liaison Officer

A representative of the LGC known as the Dunstable Liaison Officer (DLO) shall be available to act as the point of contact for all communications with Swanwick. Whenever Dunstable 07 or 25 airspace, or CTA-8 has been activated by LGC, the DLO shall be available on 01582 664956.

In the event that this mobile telephone is unserviceable, the DLO shall be available on 01582 663419. This number will be answered by a menu based answering system but by pressing 0 the menu can be bypassed and the call will be routed to other duty staff during office hours.

LGC will ensure that all persons fulfilling the role of DLO are fully conversant with the procedures contained within this Letter of Agreement, and specifically that information contained within Checklists 1 and 2 contained in Annex D.

#### Dunstable Hang-Gliding and Paragliding Club

DHPC will take all reasonable and necessary steps to ensure that all members and guests operating under its auspices are briefed on the relevant procedures contained in this document and that a record of the briefing is signed by the pilot.

In addition, DHPC will take all reasonable and necessary steps to ensure that their member and guests will ascertain and comply with the current operating pattern and such restrictions as may be notified by LGC.

Pilots flying under the auspices of DHPC must have attained, as a minimum, the BHPA Club Pilot qualification. Until a pilot has gained at least 10 hours experience post Club Pilot qualification, the pilot will only fly after having first discussed their flight plan with a DHPC Club Coach. All such flights will be confined to within the Chiltern Ridge Soaring Area.

DHPC will ensure that all pilots carry an altimeter in accordance with the DHPC's Site Rules. The DHPC will provide pilots with the details of altimeter calibration sites including elevation information. All pilots will ensure that their altimeter is calibrated with reference to such a site before flight.

## **RAFGSA**

All RAFGSA flying subject to this LoA will be confined to within the Chiltern Ridge Soaring Area.

RAFGSA Duty Instructor will take all reasonable and necessary steps to ensure that all pilots of gliders under his/her auspices of the RAFGSA are briefed on the relevant procedures contained in this document and that a record of the briefing is signed by the pilot before launch.

In addition, the RAFGSA Duty Instructor will take all reasonable and necessary steps to ensure that pilots of gliders under his/her auspices ascertain and comply with the current operating pattern and such restrictions as may be notified by LGC.

The RAFGSA Chief Instructor will ensure that all RAFGSA pilots making use of the Chiltern Ridge Soaring Area are suitably qualified in accordance with the RAFGSA Flying Order Book.

### **A.3.2 Procedures for the Activation and Use of Segregated Airspace**

#### **Notification of Commencement of Gliding Operations in Dunstable 07/25 Airspace or CTA-8**

When LGC wishes to commence gliding operations, the DLO shall request activation of the airspace from the Terminal Control Group Supervisor Airports (TC GS Airports) by telephone on 01489 612449, giving at least 15 minutes notice. Occasionally, a request for the use of the airspace may be made with less than 15 minutes notice. This will be accommodated whenever traffic and workload permits.

Upon receipt of such notification, TC GS Airports will state whether Dunstable 07 Airspace, or Dunstable 25 Airspace is activated.

During this telephone call, if Dunstable 25 Airspace is activated, GS Airports will also confirm the status of CTA-8.

### **A.3.3 Activation of Dunstable 07 Airspace**

Dunstable 07 Airspace may be activated whenever Runway 07 is in use at Luton subject to the following conditions;

Gliders operating under the auspices of LGC are permitted to operate within Dunstable Gliding Area 1.

Radio equipped tugs and tug/glider combinations operating under the auspices of LGC are permitted to operate within Dunstable Gliding Areas 1, 2, 3 and 4 (Spin Training Area).

Radio equipped gliders operating under the auspices of LGC are also permitted to operate within Dunstable Gliding Area 4 (Spin Training Area) subject to the following specific conditions:

- a. The pilot has been briefed and has been approved to operate within Dunstable Gliding Area 4 (Spin Training Area) by the Dunstable Chief Flying Instructor (CFI) or his nominated deputy.
- b. Such a suitably approved pilot will ensure that the glider is equipped with a serviceable radio and shall obtain prior confirmation from Dunstable Radio on 119.900MHz that Dunstable Gliding Area 4 (Spin Training Area) has been activated before entering the airspace.
- c. The pilot will maintain a listening watch on 119.9 MHz at all times when within this airspace.
- d. If TC GS Airports notifies the DLO that Dunstable Gliding Area 4 (Spin Training Area) is no longer available, the DLO will ensure that Dunstable Radio notifies all gliders within Dunstable Gliding Area 4 (Spin Training Area) accordingly, and this area shall be vacated within 15 minutes.
- e. The DLO will notify TC GS Airports when Dunstable Gliding Area 4 (Spin Training Area) has been vacated.

A glider operating under the auspices of DHPC may operate within Dunstable Gliding Area 1 provided that the pilot has notified the DLO of the following information:

- a. Pilot's name.
- b. Aircraft type and colour.

#### **A.3.4 Activation of Dunstable 25 Airspace**

Dunstable 25 Airspace may be activated whenever Runway 25 is in use at Luton subject to the following conditions;

Gliders operating under the auspices of LGC are permitted to operate within Dunstable Gliding Area 1.

Radio equipped tugs and tug/glider combinations operating under the auspices of LGC are permitted to operate within Dunstable Gliding Areas 1 and 5.

Radio equipped gliders operating under the auspices of LGC are also permitted to operate within Dunstable Gliding Area 5 subject to the following specific conditions:

- a. The pilot has been briefed and has been approved to operate within Dunstable Gliding Area 5 by the Dunstable Chief Flying Instructor (CFI) or his nominated deputy.
- b. Such a suitably approved pilot will ensure that the glider is equipped with a serviceable radio and shall obtain prior confirmation from Dunstable Radio on 119.900MHz that Dunstable Gliding Area 5 has been activated before entering the airspace.
- c. The pilot will notify Dunstable Radio on 119.900MHz when entering and when leaving Dunstable Gliding Area 5 and will maintain a listening watch at all times when within this airspace.

d. Dunstable Radio will maintain a record of all gliders that are operating within Dunstable Gliding Area 5.

e. If TC GS Airports notifies the DLO that Dunstable Gliding Area 5 is no longer available, the DLO will ensure that Dunstable Radio notifies all gliders within Dunstable Gliding Area 5 accordingly, and this area shall be vacated within 15 minutes.

f. The DLO will notify TC GS Airports when Dunstable Gliding Area 5 has been vacated.

A glider operating under the auspices of DHPC may operate within Dunstable Gliding Area 1 provided that the pilot has notified the DLO of the following information:

a. Pilot's name.

b. Aircraft type and colour.

### **A.3.5 CTA-8**

LGC will only request the activation of CTA-8 when Runway 25 is in use at Luton.

CTA-8 may be activated whenever Runway 25 is in use at Luton subject to the following conditions:

Radio equipped tugs and tug/glider combinations operating under the auspices of LGC are permitted to operate within CTA-8.

Radio equipped gliders operating under the auspices of LGC are also permitted to operate within CTA-8 subject to the following specific conditions:

a. The pilot has been briefed and has been approved to operate within CTA-8 by the Dunstable Chief Flying Instructor (CFI) or his nominated deputy.

b. Such a suitably approved pilot will ensure that the glider is equipped with a serviceable radio and shall obtain prior confirmation from Dunstable Radio on 119.900MHz that CTA-8 has been activated before entering the airspace.

c. The pilot will notify Dunstable Radio on 119.900MHz when entering and when leaving CTA-8 and will maintain a listening watch at all times when within this airspace.

d. If TC GS Airports notifies the DLO that CTA-8 is no longer available, the DLO will ensure that Dunstable Radio notifies all gliders within CTA-8 accordingly, and this Area shall be vacated within 15 minutes.

e. The DLO will notify TC GS Airports when CTA-8 has been vacated.

It should be noted that CTA-8 may also be activated for use by aircraft under the auspices of RAF Halton Duty Instructor subject to a separate Letter of Agreement.

### **A.3.6 Change of Airspace**

If TC has a requirement to change from Dunstable 25 Airspace to Dunstable 07 Airspace, TC GS Airports will notify the DLO, and the DLO shall ensure that the LGC aircraft vacate Dunstable Gliding Area 5 within 15 minutes.

If CTA-8 is active during this configuration, the DLO shall ensure that LGC aircraft also vacate CTA-8 within 15 minutes.

The DLO shall notify TC GS Airports when Dunstable Gliding Area 5, and CTA-8 if applicable, is vacated, confirming that Dunstable 07 Airspace is now in use.

If TC has a requirement to change from Dunstable 07 Airspace to Dunstable 25 Airspace, TC GS Airports will notify the DLO, and the DLO shall ensure that LGC aircraft vacate Dunstable Gliding Area 4 (Spin Training Area) within 15 minutes. The DLO shall notify TC GS Airports when Dunstable Gliding Area 4 (Spin Training Area) is vacated. *The DLO shall ensure that operations continue within Areas 1,2 and 3 until TC GS Airports notifies the DLO that operations may commence in the Dunstable 25 Airspace.*

This is contained in checklist 2 (Annex D).

### **A.3.7 Return of Gliding Airspace to TC (General)**

In exceptional circumstances, e.g. emergency, weather avoiding, security incidents, etc, vacation of the airspace may be requested by TC GS Airports at short notice.

If TC GS Airports notifies the DLO that Dunstable Area 4 (Spin training Area), Area 5, or CTA-8 are no longer available, the DLO will ensure that Dunstable Radio notifies all gliders within the relevant Gliding Areas accordingly, and these areas shall be vacated within 15 minutes.

The DLO shall notify TC GS Airports when the airspace is vacated.

If an IFR aircraft has no option but to operate within Dunstable Airspace before it has been vacated, then all relevant information regarding this aircraft will be passed to the DLO for onward transmission. London Terminal Control will also wherever possible advise the IFR aircraft of glider activity.

TC GS Airports shall agree to return the use of Dunstable Airspace to LGC as soon as it is operationally feasible to do so.

To ensure a mutual understanding of the airspace being discussed, both GS Airports and DLO will make reference to the information contained within Checklist 1 (Annex D).

Any returns of airspace under this process shall not be queried at the time however they shall be recorded by both parties and be subject to individual review at the request of any declared party.

### **A.3.8 Chiltern Ridge Soaring Area**

TC will assume that the Chiltern Ridge Soaring Area is active at all times during daylight hours.

At all times during daylight hours, LGC, DHPC and gliders under the auspices of the RAFGSA Duty Instructor are permitted to operate within the Chiltern Ridge Soaring Area without reference to TC.



### **A.3.9 Notification of Cessation of Gliding Operations in Dunstable 07/25 Airspace or CTA-8**

To allow for the maximum utilisation of the airspace, when flying ceases and use of the airspace is no longer required by LGC, e.g. due to poor weather, the DLO shall notify TC GS Airports accordingly. Before doing so, the DLO will confirm that operations are confined to the Chiltern Ridge Soaring Area. TC GS Airports shall relay this information to TC Luton who will then consider the airspace to be no longer active.

Flying by LGC or DHPC in Dunstable 07 Airspace or Dunstable 25 Airspace may then only commence after the notification procedure as detailed in A.3.2 above has been completed by the DLO. However, flying may still continue within the Chiltern Ridge Soaring Area.

### **A.3.10 Night Time Closure**

In the absence of telephone notification from LGC confirming the cessation of gliding activities within the segregated airspace, all activated airspace will automatically be returned to Terminal Control 30 minutes after the sunset time published for Luton Airport.

### **A.3.11 Procedures and Responsibilities of TC – General**

TC Luton will not permit any IFR flights to operate within the segregated airspace.

TC Luton will advise all VFR/SVFR transit flights of the intense gliding activity and if necessary, shall advise the pilot to avoid the immediate vicinity of Dunstable Downs whenever Dunstable 07 Airspace or Dunstable 25 Airspace has been activated.

TC Luton shall pass generic traffic information to VFR/SVFR flights operating within the Chiltern Ridge Soaring Area during daylight hours.

### **A.3.12 Visiting Aircraft**

It shall be the responsibility of the signatories of the Letter of Agreement to ensure that any visiting pilots are comprehensively briefed and agree to comply with the terms of this agreement.

## **A.4 Aircraft Equipment**

### **A.4.1 Transponder Equipped Aircraft**

The safety barriers employed by London Terminal Control rely heavily on the usage of transponders, with particular benefit derived from altitude information.

Any transponder equipped aircraft operating under the terms of this agreement within the area of operation shall utilise the transponder to the maximum serviceable extent, selecting SSR code 7010 with altitude information selected.

### **A.4.2 Radio Carriage**

SERA 6001(d) requires all flights within Class D airspace to maintain continuous air-ground voice communication. However, in accordance with the overarching CAA LoA, NATS hereby gives permission for the declared parties to operate within the Chiltern Ridge Soaring Area, and gliding areas 1, 2 and 3, without the means of continuous air-ground communication.

All flights within segregated airspace but outside of the Chiltern Ridge Soaring Area, and gliding areas 1, 2 and 3, are required to have means of continuous air-ground voice communication. Exceptions to this will be granted subject to;

- Permission from the UK Competent Authority, or

- A suitable safety case being produced by the operator and accepted by NATS, its relevant CAA inspector, and the BGA.

## ANNEX B

### TELEPHONE COMMUNICATIONS

**Effective:** 14/05/2020

<b>Organisation</b>	<b>Telephone Number</b>
London Terminal Control (Swanwick) Watch Supervisor	01489 612479
London Terminal Control (Swanwick) Group Supervisor Airports	01489 612449
Dunstable Liaison Officer (DLO)	01582 664956 / 01582 663419 / 07752 361967 – (CFI Private Number)

## ANNEX C

### ACRONYMS AND DEFINITIONS

Effective: 14/05/2020

<b>AAA AR</b>	Airspace, Air Traffic Management & Aerodromes, Airspace Regulation
<b>GAT</b>	General Air Traffic All flights conducted in accordance with the rules and procedures of ICAO and/or the national civil aviation regulations and legislation. <i>Note. GAT can include military flights for which ICAO rules and procedures satisfy entirely their operational requirements.</i>
<b>IFR</b>	IFR means the symbol used to designate the instrument flight rules
<b>OAT</b>	Operational Air Traffic All flights which do not comply with the provisions stated for GAT and for which rules and procedures have been specified by appropriate authorities. <i>Note. OAT can include civil flights such as test-flights, which require some deviation from ICAO rules to satisfy their operational requirements.</i>
<b>VFR</b>	VFR means the symbol used to designate the visual flight rules

## ANNEX D - CHECKLISTS

### Checklist 1; Return of Dunstable Downs Gliding Airspace at Short Notice – page 1

#### Swanwick TC Action Card – GS Airports

#### Return of Dunstable Downs Gliding Airspace at Short Notice

**Note; this Action Card is specific to requesting the return of active airspace within the Luton CTR being used by London Gliding Club - Dunstable Downs. For Luton runway change procedures and return of airspace activated by RAF Halton, refer to the Luton Runway Change GS Airports Action Card.**

When communicating with Dunstable Liaison Officer (DLO), reference should be made to the airspace maps and area numbers on the reverse of this card.  
In order to avoid confusion and provide a common point of reference, Dunstable Downs have a copy of this document.

NOTIFICATION	ACTION	CHECK
<p>When Dunstable Airspace is Active;</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p style="color: red; font-weight: bold;">Important Note;</p> <p style="color: red;">Although this check-list outlines the return of the minimum areas of airspace that may be expected at short notice, LGC have stated they are often able to return more than this if a conversation is initiated and timings and parameters agreed by both parties.</p> </div>	<p><b>Dunstable Liaison Officer (DLO) Telephone Numbers;</b> The primary method of contact is via <b>01582 664956</b>; this telephone number is included on the GS A DAS.</p> <p>In the event of this telephone number going unanswered, the DLO may be contacted via telephone number <b>01582 663 419</b>. This number will be answered by a menu based answering system but by pressing 0 the menu can be bypassed and the call will be routed to duty staff during office hours.</p> <p>If the two telephone numbers above are not answered, the CFI for the Gliding Club can be contacted on his personal mobile telephone; <b>07752 361 967</b>.</p>	
	<p><b>If Runway 07 is in use</b>, telephone the DLO and request Dunstable cease gliding in Area 4 (Spin Training Area) within 15 minutes and request a confirmation phone call when Area 4 is vacated. (Gliding may continue in Areas 1, 2 and 3 only).</p> <p>The DLO will call GS Airports to confirm when Gliding Area 4 has been vacated. TC Luton shall not vector aircraft through Gliding Area 4 until positive confirmation has been received that the airspace has been vacated.</p>	
	<p><b>If Runway 25 is in use</b>; telephone the DLO and request Dunstable cease gliding in Area 5 within 15 minutes and request a confirmation phone call when Area 5 is vacated. (Gliding may continue in Areas 1, 2 and 3 only).</p> <p><b>If CTA-8 has been activated by Dunstable (only applicable when Runway 25 is in use)</b>; request Dunstable cease gliding in CTA-8 within 15 minutes and request a confirmation phone call when CTA-8 is vacated. (Gliding may continue in Areas 1,2 and 3 only).</p> <p>The DLO will call GS Airports to confirm when gliding Area 5 and CTA-8 (if applicable) is vacated. TC Luton shall not vector aircraft through gliding Area 5 and CTA-8 until positive confirmation has been received that the airspace is vacated.</p>	
<p>Inform All TC GW Directors;</p>	<p>Once confirmation has been received from the DLO that Dunstable have ceased gliding and have vacated the runway applicable airspace (this should occur within 15 minutes of the request being made).</p>	

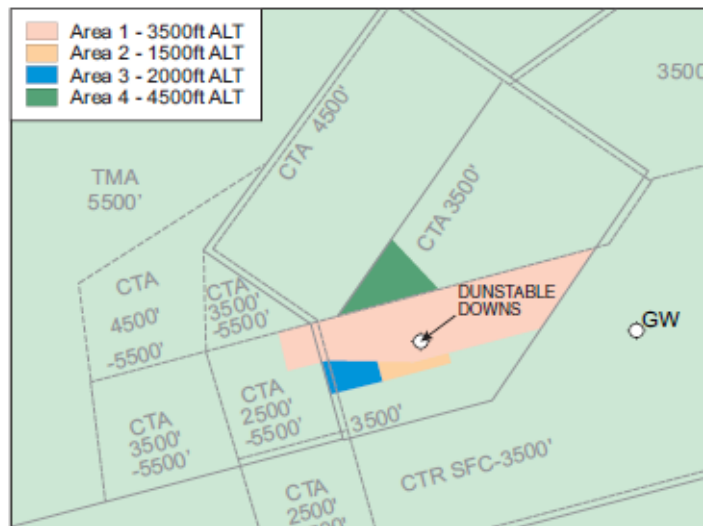
**Note; Gliding Areas 1, 2 and 3 cannot be returned to TC at short notice because non-radio gliders operate within this airspace.**

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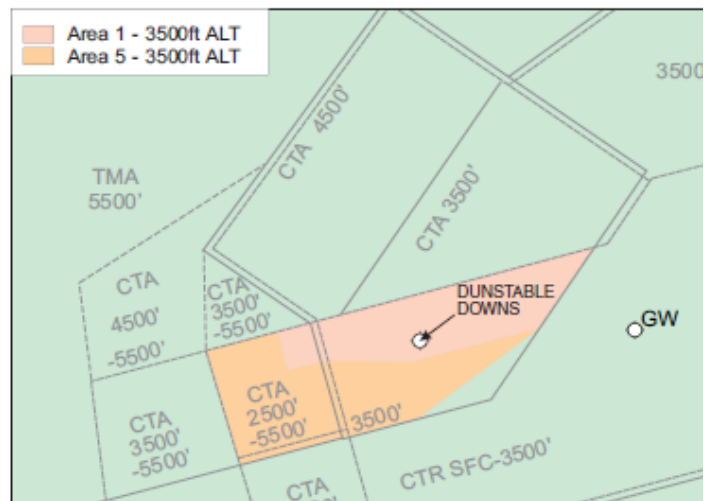
**Checklist 1; Return of Dunstable Downs Gliding Airspace at Short Notice – page 2**

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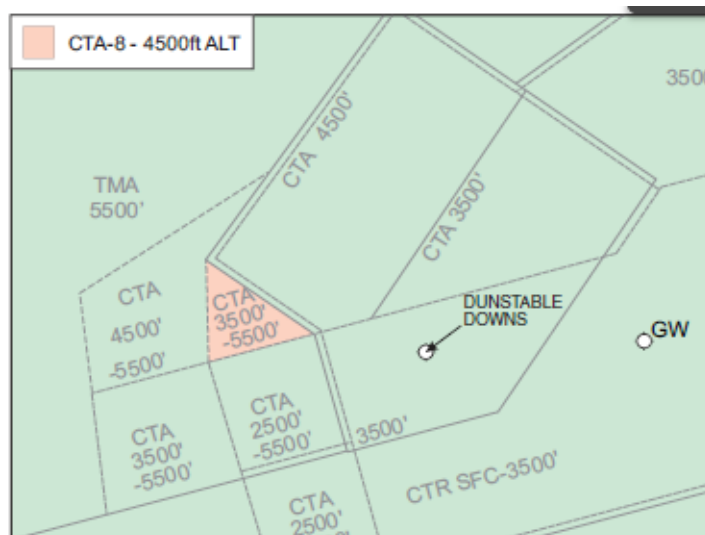
**Runway 07 Airspace; Areas 1, 2, 3 and 4 (Spin Training Area)**



**Runway 25 Airspace; Areas 1 and 5**



**Runway 25 Airspace; CTA-8**



## Checklist 2; GS Airports Luton Runway Change

### Swanwick TC Action Card – GS Airports Luton Runway Change

Note; for return of active airspace at short notice, see Swanwick TC Action Card – GS Airports – Return of Dunstable Downs Gliding Airspace at Short Notice.

NOTIFICATION	ACTION	CHECK
Inform All TC GW Directors;	Time of change and new runway in use.	
If Dunstable Airspace is active;	If the new runway will be Runway 07, notify Dunstable accordingly and confirm that operations may continue in Dunstable 07 Airspace <u>With The Exception Of Gliding Area 4 (Spin Training Area)</u> ; (see Note below), and request a confirmation phone call when transfer between areas is complete. <i>(Note: Gliding Area 4 (Spin Training Area) should be activated as soon as the runway change is <b>completed</b> and Runway 07 is in use)</i>	
	If CTA-8 is active and the new runway will be Runway 07, notify Dunstable accordingly and confirm that <u>All Aircraft Must Vacate CTA-8</u> and request a confirmation phone call when the area has been vacated	
	If the new Runway will be Runway 25, notify Dunstable accordingly. Dunstable shall be requested to vacate Gliding Area 4 (Spin Training Area) within 15mins. Dunstable traffic may remain within Gliding Areas 1, 2 and 3 only.	
	Dunstable liaison officer (DLO) will call GS Airports to confirm when Gliding Area 4 is vacated. TC Luton shall not vector aircraft through Gliding Area 4 (Spin Training Area) until positive confirmation has been received that the airspace is vacated.	
	Once the runway change is complete, GS Airports will telephone the DLO to permit Dunstable use of the Runway 25 Airspace Area 5, and CTA-8 if requested.	
	<b>DLO telephone numbers:</b> Primary method of contact is via <b>01582 664956</b> ; this telephone number is included on the GS A DAS. In the event this mobile telephone is unserviceable, the DLO will be available via telephone number <b>01582 663419</b> . This number will be answered by a menu based answering system but by pressing 0 the menu can be bypassed and the call will be routed to duty staff during office hours. If the two telephone numbers above are not answered, the Manager & CFI for the Gliding Club can be contacted on their personal mobile telephone; <b>07752 361 967</b> .	

If Airspace has been activated by RAF Halton (Runway 25 Only);	If the new runway will be Runway 07, notify RAF Halton Duty Instructor accordingly and request that all aircraft are to vacate activated airspace and request a confirmation phone call when the airspace has been vacated.	
Inform TC North Controllers;	Time of change and new runway in use.	
Inform TC GS South / GS Midlands;	Time of change and new runway in use.	
Inform TC SWA;	Time of change and new runway in use.	
Inform SERVICE MANAGER;	Service Manager is required to enter runway change into NODE-L	
Advise TC GW Directors as soon as available;	Confirmation and status of ILS on new Runway in use.	
<b>Actions to be taken by GS Airports after runway change:</b>		
Ensure correct runway is displayed on nSIS – If not, inform SWA.		
Ensure correct runway and ILS Category is displayed on nSIS – If not, inform Luton Tower.		
Advise TC SS and coordinate use of the Buffer Zone.		
Ensure correct Buffer Zone is selected on NODE-L by TC SS and TC GW.		
Ensure correct landing runway is selected on EAT PC.		

<b>Section</b>	<b>Effective Date</b>
Front Part	14/05/2020
Appendix ( <i>if applicable</i> )	14/05/2020
Annex A	14/05/2020
Annex B	14/05/2020
Annex C	14/05/2020
Annex D	14/05/2020





***NATS***