

Doncaster Sheffield Airport: Airspace Change Proposal

Proposal to introduce RNAV Standard Instrument Departure and Instrument Approach Procedures

PART D

Overview of the Stakeholder Consultation

30th April 2018

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1. Introduction

- 1.1. Part D of the DSA ACP Submission document is covered in the Post Consultation Report noted as **Document 30**. The Post Consultation Document provides an analysis and overview of the Stakeholder Consultation.
- 1.2. In preparation and validation of the ACP Submission a Review Matrix has been included in Section 2 of this document.

2. Consultation Review Matrix

1.	Consultation Process	Status
1.1	<p>Is the following complete and satisfactory?</p> <ul style="list-style-type: none"> • A copy of the original proposal upon which the consultation was conducted; • A copy of all correspondence sent by the sponsor to the consultees; • A copy of all correspondence received by the sponsor from consultees during consultation; • A referenced tabular summary record of consultation actions; • Details of, and reasons for, any changes to the original proposal as a result of the consultation; • Details of further consultation conducted on any revised proposal. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>N/A</p> <p>N/A</p>
	<p>No changes were made to the proposed SID procedures as a consequence of the Consultation.</p>	
1.2	<p>Were reasonable steps taken to ensure all necessary consultees actually received the information, e.g. postal/telephone/e-mail/meeting fora?</p>	Yes
	<p>The primary method of contacting consultees was e-mail. Adequate follow-up processes were in place to ensure that all consultees were informed of the consultation.</p> <p>Drop-in sessions were made available and advertised.</p> <p>Advertisements were placed in local media on several occasions.</p> <p>Where one additional consultee organisation was identified towards the end of the consultation, additional response time was given.</p>	
1.3	<p>What % of aviation consultees replied? (Include actual numbers)</p>	38.6%
	<p>34 responses were received from 88 consultees.</p> <p>Detailed statistical analysis of responses given in the <u>Report of the Sponsor Consultation</u></p>	
1.4	<p>What percentage of non-aviation consultees replied? (Include actual numbers)</p>	25.6%
	<p>86 non-aviation consultees.</p> <p>22 responses</p> <p>Detailed statistical analysis of responses given in the <u>Report of the Sponsor Consultation</u>.</p>	

1.5	Were reasonable steps taken to ensure as much substantive feedback was obtained from consultees, e.g. through follow-up letters/phone calls?	Yes
	A review of responses received was undertaken six weeks prior to the end of the Consultation and, for those who had not responded, a reminder e-mail or letter was sent. Subsequently this was followed up a further three times, at weekly intervals, leading up to the end of the Consultation. The notification process, following the launch, was followed up an additional four times.	
1.6	Have all objections to the change proposal been resolved or sufficiently mitigated?	Yes
	A comprehensive analysis of all responses and issues raised by consultees was undertaken and documented in the <u>Report of the Sponsor Consultation</u> . No issues were found that would justify withdrawal of the proposal. No issues were found, taking due regard of the safety and procedure design requirements, that would justify a change to any of the procedures as submitted to consultation.	
2.	Outstanding Issues	Status
		None
3.	Additional Compliance Requirements	Status
3.1	SID procedure design details are to be submitted to SARG IFP Regulation section for CAP785 approval	Yes
	Submitted alongside this ACP.	

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