Directorate of Airspace Policy

Current Staffing Levels Jan 2013

76	Total Allocation
75	Currently in Post
1	Vacancy
2	Seconded
0	Gapped

3	Senior Management (Inc. R.A.F x1)
8	Section Heads (Inc. R.A.F x1)
60	CAA Full Time Equivalent (Inc. Part Time x2)
15	Total Secondees (In) (Inc. R.A.F x10, Royal Navy x2, NATS x2 & x1 Internal)

Stu Wain
Seconded National Expert
European Commission

Aeronautical Information Management Regulation
Steve Hill

Geoff Parks
AIM Specialist

Rick Davidson
AIM Specialist

Airspace Policy Coordination & Consultation
Lou Braham

Jim Walker
Business Co-ordinator

John de Oliveira
Business Analyst

Jason Dunphy
Business Support Supervisor

Elsa Gardella
Business Support Administrator

Chris Blackham
Aviation Related Environmental Enquiries

Mark Simmons
Aviation Related Environmental Enquiries

European ATM Policy Co-ordination
Steve Hand

Matt Claydon
European ATM Policy Co-ordinator

Dean Miller
ATM Policy Co-ordinator (MoD)

Surveillance & Spectrum Management
Andy Knill

Alistair Abington
Frequency Manager

John Micallef
Spectrum Manager

Tina Patel
Radio Licensing Manager

Matthew Stemp
Radio Licensing Officer

Jay Mottershead
Radio Licensing Officer

Colin Chesterton
Frequency Engineer

Darren Roberts
Technical Manager

John Mettrop
Technical Manager

Kelly Lightowler
Military Operations Expert (MoD)

Vacant
Administrative Officer

Nick Hall
Frequency Manager

Director Airspace Policy
Mark Swan

Jan Peyton-Johnson
Personal Assistant

Assistant Director Airspace Policy 1
Phil Roberts

Rem Mehmet
Personal Assistant

UK Met Authority
Andy Wells

Colin Hord
Staff Officer

Tony Rapson
Liaison DfT

Assistant Director Airspace Policy 2 (MoD)
Richard Connelly

Rem Mehmet
Personal Assistant

Airspace Utilisation (MoD)
Steve Hyett

Mark Wakeman
Airspace Specialist 1 (MoD)

Dave Grove
Airspace Specialist 2

Mandy Biggs
Airspace Specialist 3 (MoD)

Ben Cottee
Airspace Specialist 4 (MoD)

Dave Miller
Airspace Specialist 5

Rob Gratton
Airspace Specialist 6

Roger Pope
Operations Supervisor

Michelle Akehurst
Operations Assistant 1 (MoD)

Richie Smith
Operations Assistant 2 (MoD)

Tom Matthews
Operations Assistant 3 (MoD)

Airspace Regulation
Stuart Lindsey

Matthew Temple-Smith
Airspace Regulator (Nav)

David Harrison
Airspace Regulator (IFP)

Pamela Adams
Airspace Regulator (IFP)

Anthony Stevens
Airspace Regulator (Nav)

David Drake
Airspace Regulator

David Raine
Airspace Regulator

Darren Warwick
Carto/ATCSMAC Specialist

Craig Jiggins
ATM Technical Specialist

Geoff Burtenshaw
Nav/Tech Specialist

Amanda Downing
Economic Specialist

Mac MacKay
Airspace Regulator

Mark McLaren
Airspace Regulator (NATS)

Clive Grant
Airspace Regulator (NATS)

Andy Sinclair
Airspace Regulator

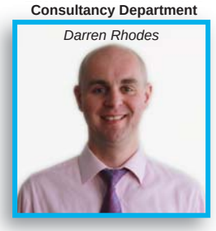
Bob O'Neill
Airspace Regulator (MoD)

Dicko Moyes
Airspace Regulator (MoD)

Simon Smith
Airspace Regulator (MoD)

Mark Smailes
Airspace Regulator

Environmental Research & Consultancy Department
Darren Rhodes



Alan Woodley
Programmer

Kay Jones
Manager Noise Effects

Lorraine Edmonds
Analyst

Jaina Patel
Analyst

Gabriel Cebrian
Analyst

Matt Sissons
Analyst

Ed Weston
Manager Noise Modelling

Sam White
Manager Noise Contouring

Joseph Lee
Manager Noise Contouring

Andrew Green
Manager Airspace Change Process

Alistair Gillies-Smith
Senior Administrator

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Director, Airspace Policy

Director, Airspace Policy	Mark Swan
Telephone	020 7453 6500
Fax	020 7453 6565
e-mail	mark.swan@caa.co.uk

Personal Assistant	Jan Peyton - Johnson
Telephone	020 7453 6503
Fax	020 7453 6565
e-mail	jan.peyton-johnson@caa.co.uk

Responsibilities

The Director of Airspace Policy is responsible for the planning and regulation of all UK airspace, including the navigation and communications infrastructure to support safe and efficient operations. The power to make decisions regarding the use of UK airspace is vested in the Director of Airspace Policy as set out in Chapter III of the Transport Act 2000 and the Ministerial Air Navigation Directions given jointly to the CAA by the Secretary of State for Transport and the Secretary of State for Defence. Further details of the Directorate's role may be found in CAP 724 the Airspace Charter. The Director is an executive member of the CAA Board and the Airspace Policy Committee. He is chair of the Joint Air Navigation Services Council (JANSC), mandated under the Air Navigation Directions to sustain and develop the Joint and Integrated provision of Air Traffic Services in the UK by NATS and the MOD. The Director is adviser to the Department for Transport's Director General Civil Aviation in the Eurocontrol (Provisional) Council and the UK national member of the EU Single European Sky Committee.

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Assistant Director - Airspace Policy 1

Assistant Director	Phil Roberts
Telephone	020 7453 6501
Fax	020 7453 6565
e-mail	phil.roberts@caa.co.uk

Personal Assistant	Rem Mehmet
Telephone	020 7453 6504
Fax	020 7453 6565
e-mail	rem.mehmet@caa.co.uk

Responsibilities

Formulation of plans and operating principles for the Approval to vary or extend controlled airspace within the United Kingdom and the direction of research into future airspace requirements. Chairman of the Airlines Working Group (AWG), focal point for the determination of RNAV and Reduced Vertical Separation Minima (RVSM) implementation. Responsible for the development of Flight Planning policy, civil elements of the development of Flexible Use of Airspace concept in UK airspace, and policy for CAA aeronautical charts and cartographic services. DAP representative on the NATS en-route Ltd. (NERL Licence Management Co-ordinating Committee (NLMCC). Member of the CAA ATS Regulatory Advisory Committee (ATSRAC). UK Met Authority for aviation purposes. UK CAA representative on the Eurocontrol Stakeholder Consultation Group (SCG). Chairman of the DAP Airspace Infringements Working Group and the UK Airspace Strategy Steering Group. Member of the Airspace Policy Committee. Co-chair of the DAP/SRG Joint Interface Group (JIG). UK representative on the ICAO ATM Requirements and Performance Panel (ATMRPP) and the European and North Atlantic Regional Planning Group (EANPG).

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Aeronautical Information Management Regulation

Head of Aeronautical Information Management Regulation	Steven Hill
Telephone	0207 453 6570
Fax	0207 453 6565
e-mail	steven.hill@caa.co.uk

Responsibilities

The formulation and implementation of CAA Policy on Aeronautical Information Management (AIM) Services in the United Kingdom; Responsible for the regulatory oversight of State AIM Service providers in accordance with the CAA Statutory Obligations under the Civil Aviation Act, ICAO Annex 4 and 15, and the Air Navigation Directions to the CAA; Authorship of CAP 779 'Regulation of Aeronautical Information Management Services'; Regulating AIM provider compliance in accordance with European legislation, in particular the Single European Sky Common Requirements and Interoperability Regulations; Providing UK input to ICAO policy on AIM, standards and recommended practices; CAA focal point on the provision of UK AIM services.

Aeronautical Information Management Regulation Staff	
Geoff Parks 0207 453 6571 geoff.parks@caa.co.uk	**Aeronautical Information Management Specialist -** Editor of CAP 232, 'Aerodrome Survey Requirements'; Provide guidance on aerodrome survey requirements to aerodrome operators and surveyors; Contributes to the development and implementation of UK AIM policy and the regulatory oversight of AIM service providers; Contributes to UK input on the development of ICAO Policy and European legislation.
Rick Davidson 0207 453 6573 rick.davidson@caa.co.uk	**Aeronautical Information Management Specialist -** Editor of CAP 779, 'Regulation of Aeronautical Information Management Services'. Provide guidance on provision of Aeronautical Maps and Charts. Contributes to the development and implementation of UK AIM policy and the regulatory oversight of AIM service providers; Contributes to UK input on the development of ICAO Policy and European legislation.

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Airspace Regulation

Head of Airspace Regulation	Stuart Lindsey
Telephone	020 7453 6510
Fax	020 7453 6565
e-mail	stuart.lindsey@caa.co.uk

Responsibilities

- Regulatory and policy oversight of UK airspace arrangements within all classes of airspace, and for providing aviation stakeholders and any other interested parties with advice and guidance on airspace issues.
- Policy and design approval for the establishment of controlled airspace including ATS routes and associated en-route airspace, terminal areas and associated route structures and controlled airspace within the vicinity of aerodromes.
- Provision of advice and guidance on the airspace change process. Processing of airspace change proposals affecting UK airspace.
- Formulation of policy for the implementation of RNAV, including related coverage requirements for terrestrial and satellite navigation systems.
- Policy and approval for the establishment of ATZs.
- Development of the joint initiative to deliver a change to Transition Altitude within UK airspace.
- Policy and design approval of SIDs; STARs; ATC Surveillance Minimum Altitude Charts and associated terrain clearance requirements; UK Instrument Flight Procedures.
- UK Policy for:
  - Reduced Vertical Separation Minima (RVSM)
  - Flexible Use of Airspace policy and regulation
  - Management of UK Danger Areas
  - Air Traffic Flow Management
  - Autonomous and Authorised Radar Approvals
  - Flight Planning
  - Radio Failure Procedures
  - Allocation and administrations of ICAO four-letter location indicators and three-letter telephony designators
  - Special Flight Notifications (SFN)
  - Non-Standard and Enhanced Non-Standard Flights (NSF/ENSF)
  - Visual Reference Points
  - Altimeter Setting Procedures
  - The Lower Airspace Radar Service (LARS)

  - The UK Emergency Frequencies and Auto-Triangulation Services (including the UHF Practice Emergency Frequency)
  - Airspace aspects of the Integration of Unmanned Aircraft Systems (UAS) into all classes of UK Airspace
- Provision of:
  - UK representative to EUROCONTROL Agency Advisory Body (AAB)
  - UK representative to the ICAO Instrument Flight Procedures Panel and associated GNSS Working Group
  - UK representative to the ICAO Air Traffic Management Requirements and Performance Panel (ATMRPP)
  - UK representative to the ICAO North Atlantic Systems Planning Group;
  - A DAP representative to the CAA GNSS Working Group
  - A DAP representative on the CAA CFIT Safety Review Team and NATS All weather Operations Committee
  - A representative to the CAP 232 Review Team
  - UK representation on ICAO and EUROCONTROL Working Groups concerning airspace and operational issues
- Administration of five-letter waypoint designators
- Administration of UK Local Single Sky Implementation (LSSIP)
- Sponsor for appropriate UK AIP Sections including associated legislation
- Origination of WGS84 positional data/bearings/distances for all DAP and validation of WGS 84 positional data/bearings/distances contained within ACPs
- Provision of Graphic/Cartographic Support and Coordination with NATS
- Support to the H24 Emergency Restriction of Flying ‘On Call’ commitment

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Airspace Regulation Staff	
Geoff Burtenshaw Technical Advisor, Navigation Systems 020 7453 6506 geoff.burtenshaw@caa.co.uk	• Assisting in the formulation of policy and notification of navigation requirements to meet UK airspace requirements • Providing advice and expertise to CAA and Government Departments to ensure that UK navigation policy meets ICAO and European standards and the needs of the UK aviation industry • UK member of the ICAO Performance Based Navigation Study Group (PBNSG) and EUR PBN Task Force, Advisor to the ICAO Navigation Systems Panel (NSP) • Member of EUROCONTROL Navigation Steering Group (NSG) and RNAV Approach Implementation Support Group (RAISG)
David Drake Airspace Regulator 020 7453 6512 dave.drake@caa.co.uk	• Policy, advice, guidance and design approval for UK airspace • Provision of advice and guidance on the Airspace Change Process in respect of UK Airspace • UK operational policy on Airborne Collision Avoidance System (ACAS) • Policy for and approval of Visual Reference Points • UK Airspace Infringement Working Group Secretary • Directorate representative on the Airspace Safety Initiative Communications and Education Programme group • ASSG Class F Technical Sub-Group member • London CTR development group member • CAA focal point for the Eurocontrol Standardised European Rules of the AIR (SERA) project and Chair of UK SERA Working Group
Clive Grant Airspace Regulator 020 7453 6551 clive.grant@caa.co.uk	• Policy, advice, guidance and design approval for UK airspace • Provision of advice and guidance on the Airspace Change Process in respect of UK Airspace • Advice on civil ATC operations with regard to airspace planning and the flexible use of airspace • UK member of the Route Network Development Sub-Group (RNDSG) • Directorate representative on the UK Level Bust Working Group • Policy for UK radio failure procedures • CAS focal point for Transition Altitude Harmonisation
Mac Mackay Airspace Regulator 020 7453 6552 mac.mackay@caa.co.uk	• Policy, advice, guidance and design approval for UK airspace • Provision of advice and guidance on the Airspace Change Process in respect of UK Airspace • UK Regulatory representative on the Eurocontrol Air Navigation Team (ANT) • UK Focal Point for European/Local Single Sky Implementation Plan (E/LSSIP), and member of the E/LSSIP SES Reporting Working Group • CAS representative on the ASSG-B
Mark McLaren Airspace Regulator 020 7453 6519 mark.mclaren@caa.co.uk	• Policy, advice, guidance and design approval for UK airspace • Provision of advice and guidance on the Airspace Change Process in respect of UK Airspace • CAS focal point for the Future Airspace Strategy (FAS) • UK Airline Working Group Secretary

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Squadron Leader Richard Moyes Airspace Regulator 020 7453 6543 richard.moyes@caa.co.uk	• Policy, advice, guidance and design approval for UK airspace • Provision of advice and guidance on the Airspace Change Process in respect of UK Airspace • Airspace aspects of Military low flying • Interaction with other lower airspace users including the policy for CANP and PINS • DAP initial point of contact for all Unmanned Aircraft Systems (UAS) matters • Interface with MoD and HQ Air staff on low flying policy and procedures, including representing DAP on the UKSAR Maritime and Aviation Consultative Committee • Airspace Policy aspects and ATS provision for helicopter ops in support of UK offshore oil and gas industry • Space Plane /Space Tourism Airspace Policy • Secretary to the Airspace Safety Initiative Coordinators' Group
Squadron Leader Robert O'Neill Airspace Regulator 020 7453 6542 robert.oneill@caa.co.uk	• Policy, advice, guidance and design approval for UK airspace • Provision of advice and guidance on the Airspace Change Process in respect of UK Airspace • Danger area airspace management • Management of Airspace Change Proposals • Breaches of ATC and airspace regulations (including Danger Area infringements)
Andy Sinclair Airspace Regulator 020 7453 6541 andy.sinclair@caa.co.uk	• Policy, advice, guidance and design approval for UK airspace • Provision of advice and guidance on the Airspace Change Process in respect of UK Airspace • FUA policy and sponsor of CAP 740, UK Airspace Management Manual • UHF/VHF auto-triangulation, UHF PETF and other aeronautical emergency services • Operational sponsor for D&D cells. • Space Plane /Space Tourism Airspace Policy • Policy for Large Rocket Launches • Chairman to the Airspace Management Steering Group
Mark Smailes Airspace Regulator 020 7453 6545 marks.smailes@caa.co.uk	• Policy, advice, guidance and design approval for UK airspace • Provision of advice and guidance on the Airspace Change Process in respect of UK Airspace • Policy and establishment of ATZs • Provision of CAA safeguarding policy, with pragmatic interpretation of regulations associated with tall structures, aviation warning lighting and aviation related planning issues. • Airspace aspects of bird migration, areas with sensitive fauna and bird sanctuaries.
Lt Cdr Simon Smith Airspace Regulator 020 7453 6544 simon.smith@caa.co.uk	• Policy, advice, guidance and design approval for UK airspace • Provision of advice and guidance on the Airspace Change Process in respect of UK Airspace • Policy and planning for Lower Airspace Radar Services (LARS) scheme • Policy for Autonomous Radar and Authorised unit approvals • Policy for the establishment and management of MATZs • Secretary to the Oxford AIAA Users' Group. • Transition Altitude Project

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Anthony Stevens Airspace Regulator – Navigation 020 7453 6553 anthony.stevens@caa.co.uk	• Assist in the development of UK airspace policy with regard to the development of Area Navigation and the use of Global Navigation Satellite Systems (GNSS) including rationalisation of ground navaid infrastructure • Secretary of Performance Base Navigation Implementation Working Group (PBN IWG) • Monitoring development of the European Radio Navigation Plan • Airspace policy aspects of long range navigation • Policy for UK RVSM operations and compliance monitoring of NATS safety oversight of UK RVSM airspace • UK Flight Planning and ATFCM policy. Chairman of UK Flight Plan Policy Team. Maintenance of Flight Planning and ATFCM areas of the UK AIP. • UK input to development of the ICAO Future Flight Planning concept advisor to UK member of ICAO Air Traffic Management Requirements and Performance Panel (ATMRPP), attending meetings on his behalf. • Policy for the assignment and use of ICAO Location Indicators, 3-Letter Designators and Telephony Designators • Policy for the allocation of callsigns to Police Aviation Units and Helicopter Emergency Medical Service flights • DAP focal point for Safety Management System (SMS) issues. Delivery of 'Introduction to SMS' courses for DAP staff • Attend as required international and national meetings, including ICAO and EUROCONTROL groups representing CAA or in support of UK
Matthew Temple–Smith Airspace Regulator - Navigation 020 7453 6511 matthew.temple-smith@caa.co.uk	• Provide advice and guidance regarding changes to technical and navigation requirements affecting flight in Controlled Airspace • Maintenance and development of the relevant ATM technical/navigation area of the UK AIP concerned with RNAV • Provide advice on navigation elements of ICAO and EUROCONTROL airspace and ATS route structure design criteria • Formulation of policy for the design and establishment of UK Controlled Airspace, Airways, Advisory Route, TMA and associated airspace structures • Contribute to technical development of Airspace policies and associated ATM requirements • Evaluate proposals concerning changes to international or national CNS/ATM arrangements that impact national airspace policy and associated requirements • Assist in the development of UK and European airspace policy in respect of implementation of Area Navigation (RNAV), and the use of Global Navigation Satellite Systems (GNSS) • Attend as required, international and national meetings, including ICAO and EUROCONTROL groups representing DAP or in support of UK delegations • Represent the UK as the UK Member to the ICAO North Atlantic Systems Planning Group (NATSPG)
Pamela Adams Airspace Regulator - IFP 020 7453 6513 pam.adams@caa.co.uk	• Acting as the focal point in the formulation of UK policy for conventional and satellite based Instrument Flight Procedures • Providing expert advice on all aspects of Instrument Flight Procedures and supporting navigation aids. • Assessment of applications from 3rd party procedure design

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	organisations/individuals seeking CAA approval to design Instrument Flight Procedures for use in UK Airspace. Conducting initial audits of those organisations/individuals and providing subsequent recommendations to Head CAS on approval or rejection • Monitoring all CAA approved Instrument Flight Procedure designers/organisations through a process of regular periodic audits in accordance with CAP 785 • Approval of Instrument Flight Procedure designs submitted by CAA Approved IFP Designers, prior to their inclusion in the UK AIP, in accordance with the process outlined in CAP 785 • When requested, providing specific IFP related expertise to support ASSI regulatory work in the Overseas Territories • When contracted by CAAi, design/develop Instrument Flight Procedures and/or perform safeguarding assessments in accordance with UK Policy. Additionally, when contracted by CAAi, design/develop Instrument Flight Procedures for airports around the world. • Participating in, and providing appropriate expertise to, various Working Groups sponsored by this or other Directorates and at national or international level to ensure that decisions reached are sound and in the interests of all UK airspace users • UK member of the ICAO Instrument Flight Procedure Panel (IFPP) • DAP member of CAA CFIT Task Force • Design criteria of IAPs associated with inferior runways
David Harrison Airspace Regulator - IFP 020 7453 6516 dave.harrison@caa.co.uk	• Acting as the focal point in the formulation of UK policy for conventional and satellite based Instrument Flight Procedures • Providing expert advice on all aspects of Instrument Flight Procedures and supporting navigation aids • Assessment of applications from 3rd party procedure design organisations/individuals seeking CAA approval to design Instrument Flight Procedures for use in UK Airspace. Conducting initial audits of those organisations/individuals and providing subsequent recommendations to Head CAS on approval or rejection • Monitoring all CAA approved Instrument Flight Procedure designers/organisations through a process of regular periodic audits in accordance with CAP 785 • Approval of Instrument Flight Procedure designs submitted by CAA Approved IFP Designers, prior to their inclusion in the UK AIP, in accordance with the process outlined in CAP 785 • When requested, providing specific IFP related expertise to support ASSI regulatory work in the Overseas Territories • When contracted by CAAi, design/develop Instrument Flight Procedures and/or perform safeguarding assessments in accordance with UK Policy. Additionally, when contracted by CAAi, design/develop Instrument Flight Procedures for airports around the world • Participating in, and providing appropriate expertise to, various Working Groups sponsored by this or other Directorates and at national or international level to ensure that decisions reached are sound and in the interests of all UK airspace users • Customisation of all external topographical raster and surveyed obstacle data for use in CAD design software

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Rod Hayward Air Traffic Management Procedure Design Specialist 020 7453 6515 rod.hayward@caa.co.uk	• Policy, guidance and approval for the design and operation of Instrument Departure Procedures in UK Airspace • Provision of guidance on ICAO & UK criteria related to departure IFP design • Provision of departure IFP design service, as appropriate, when requested by sponsors • Guidance on the effects of proposed developments in the vicinity of an airport on established departure IFPs & ATC Surveillance Minimum Altitude Charts (ATCSMACs) • Policy and Design Approval for ATCSMACs • Analysis of STARs to ensure conformity to ICAO PANSOPs & UK criteria
Darren Warwick Cartographic and ATCSMAC Specialist 020 7453 6528 darren.warwick@caa.co.uk	• Guidance on the effects of proposed developments in the vicinity of an airport on established ATC Surveillance Minimum Altitude Charts (ATCSMACs) • Policy and design approval for ATCSMACs • Regulate external material relating to airspace mapping, positional data and bearings/distances based on the WGS84 Ellipsoid • Focal point for all customization of topographical and survey data in support of IFP design and other regulatory activities • Coordination of DAP cartographic tasks, provision of bespoke graphics/charts to DAP departments, origination & validation of lateral airspace/bearings/distances
Craig Jiggins ATM Technical Specialist 020 7453 6559 craig.jiggins@caa.co.uk	• UK Local Single Sky Implementation (LSSIP) data manager • Focal point for ATFM Exempt Approval System • UK's nominated person for the allocation of ICAO 5 Letter Name Codes and ATS Route Designators • Support to section compliance and monitoring activities. Instrument Flight Procedure (IFP) data collation and management • Management of Section policy and management information databases • Support to Section and Directorate Quality Management Systems

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UK Meteorology Authority

Head of Meteorology Authority	Andy Wells
Telephone	0207 453 6526
Fax	0207 453 6565
e-mail	andy.wells@caa.co.uk

Responsibilities

The CAA (Air Navigation) Directions require the CAA to discharge the responsibilities of the UK Meteorological Authority. Additionally the CAA has been appointed as the National Supervisory Authority for the UK under the Single European Sky (Functions of the National Supervisory Authority) Regulations 2006. The functions of the Met Authority include:

- Formulating and implementing policy and planning for provision of met services to UK Civil Aviation;
- Regulating provision and dissemination of UK met services in accordance with ICAO Annex 3 and national requirements;
- Regulating Aeronautical Meteorological Service Providers' compliance in accordance with European legislation, in particular the Single European Sky Common Requirements, Charging and Interoperability Regulations;
- Designation under the terms of SES legislation, as necessary, of Aeronautical Meteorological Service Providers;
- Monitoring performance of Aeronautical Meteorological Service Providers;
- Managing UK international commitments for provision of a World Area Forecast Centre (WAFC), SADIS and Volcanic Ash Advisory Committee;
- Providing UK input to ICAO met policy, standards and recommended practices development and future systems planning;
- Providing UK contribution at international aviation met for a;
- CAA focal point provision of UK aviation met services.

UK Meteorological Authority Staff	
Colin Hord 020 7453 6527 colin.hord@caa.co.uk	Managing met service provision to all UK aviation sectors, processing user requests, MOR handling, aerodrome met inspections, Met information within UK AIP. Policy for data linking Met information to the cockpit, Human Observed RVR inspections, standards for met observations at aerodromes, VOLMET station allocation.

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Assistant Director - Airspace Policy 2

Assistant Director	Richard Connelly
Telephone	020 7453 6502
Fax	020 7453 6565
e-mail	richard.connelly@caa.co.uk

Personal Assistant	Rem Mehmet
Telephone	020 7453 6504
Fax	020 7453 6565
e-mail	rem.mehmet@caa.co.uk

Responsibilities

Operational policy, planning and principles of operation for off-route services, to civil and military aircraft in Lower, Middle and Upper Airspace. Inter-relation between Air Traffic Service Providers and UK Air Defence (AD) in respect of airspace sharing. Policy and regulation in respect of IFF/SSR within the UK. Policy for the co-ordination/notification of unusual aerial activity (Air Displays, Air Displays, Air Exercises, Air Demonstrations etc.) within UK FIRs/UIRs through AUS. Policy for Danger Area airspace management. Provision of advice on airspace management matters to MoD (DAATM). Managing the Wireless Telegraphy Act Licensing functions devolved to DAP from the Radio Communications Agency. Providing a source of independent and impartial expert technical advice on the environmental effects of aviation to external and internal customers through ERCD. Policy for the operation of UAVS in UK airspace: Chairman of the UK UAS Steering Committee. Member of the CAA Airspace Policy Committee. Co-Chairman of the CAA Outside Controlled Airspace Steering Group. Also member of the CAA Environmental Committee and Co-Chairman of the Aviation Environmental Working Group. UK member of NATO Air Traffic Management Committee (NATMC). UK representative to the Eurocontrol Civil/Military Interface Standing Committee (CMIC). UK member of the Eurocontrol Military ATM Board.

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Airspace Utilisation

Head of Airspace Utilisation	Wing Commander Steve Hyett
Telephone	020 7453 6540
Fax	020 7453 6593
e-mail	steve.hyett@caa.co.uk

Responsibilities

Head Airspace Utilisation (AU) is responsible for directing and supervising the output of AU.

The AU Section is responsible for providing deconfliction, co-ordination and notification of all known civil and military Unusual Aerial Activities (UAA) which take place within the UK FIR/UIR and specified Oceanic airspace.

Key outputs include:

- Processing, supporting and notifying requests for UAA and Non-Deviating Status (NDS).
- Issuing Permissions or Exemptions for specific aerial activities.
- Establishing the priority of, and promulgating CAS(T) for Royal Flights in fixed-wing ac; and deconflicting and notifying Royal or Selected Helicopter Flights in UK airspace.
- Managing the establishment of Permanent, Temporary and Emergency Restrictions of Flying Regulations.
- Managing the Open Skies ATC and Airspace Coordination Team (OSAACT).
- Producing and maintaining the National Airspace Crisis Management Executive (NACME) protocol document and Volcanic Ash Data Management Process Guide.

Airspace Utilisation Staff	
Squadron Leader Mark Wakeman Airspace Specialist 1 020 7453 6581 mark.wakeman@caa.co.uk	• Mil participation in Civ & Mil Air Displays • Mil flypasts, • RAF Falcon parachute displays, • Formation flying. • Airspace and ATC coordination for major displays, • Flypasts and similar events with military participation. • Annual ACNs • Secretary to NACME
David Grove Airspace Specialist 2 020 7453 6582 david.grove@caa.co.uk	• Civil air displays, air races, fly-ins and special flights • Gliding, paragliding and micro lights • Calibrations and aerial surveys. • Model aircraft and rocketry • Civil Mode S • SSR exemptions
Squadron Leader Amanda Biggs Airspace Specialist 3 020 7453 6583 mandy.biggs@caa.co.uk	• NATO sponsored air exercises • UK air exercises and other military air training activities. • Civil Parachute activities • Military (including USAF) Parachute Training • Management of the OSAACT and Open Skies Policy • Secretary to the JANSC,.

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Lieutenant Commander Ben Cottee Airspace Specialist 4 020 7453 6584 ben.cottee@caa.co.uk	• NATO sponsored air/sea exercises. • RN High Seas firing activities and Joint Warrior exercises. • Royal/VIP Flights and Royal Flights/Head of State policy. • Counter terrorism exercises • Air to Air Refuelling Policy • Explosive demolitions • Military Mode S SSR dispensations • No Lights, Under-slung loads & trailing wire. • AU Roadshows
David Miller Airspace Specialist 5 020 7453 6585 david.miller@caa.co.uk	• Issue of balloon/kite permissions and exemptions. • Meteorological and research balloons policy. • Providing specialist advice on ATC aspects of captive balloon and kite flying. • Secretary to AS Standards meetings • Secretary to NATMAC AIMWG NOTAM Review Group
Rob Gratton Airspace Utilisation Supervisor / Airspace Specialist 6 020 7453 6587 rob.gratton@caa.co.uk	• Legal changes to airspace legislation. • Restrictions of Flying Regulations • Exemptions to Restriction of Flying Rgulations • Emergency Restrictions of Flying (ERF) • Fireworks, Lasers, Searchlights & Sky Lanterns. • Winch launch permissions • Special Events • AIS Interface • EUROCONTROL Digital NOTAM Focus Group Chairman

Airspace Utilisation Operations Staff – 020 7453 6599	
Roger Pope Operations Supervisor 020 7453 6590 roger.pope@caa.co.uk	Supervisor
SAC Michelle Akehurst Operations Assistant 1 020 7453 6589 michelle.akehurst@caa.co.uk	Admin Support
SAC Richard Smith Operations Assistant 2 0207 453 6587 richard.smith@caa.co.uk	Admin Support
SAC Tom Matthews Operations Assistant 3 020 7453 6588 tom.matthews@caa.co.uk	Admin Support

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Environmental Research and Consultancy Department

Head of ERCD	Darren Rhodes
Telephone	020 7453 6089
Fax	020 7453 6097
e-mail	darren.rhodes@caa.co.uk

Responsibilities

Provision of independent and impartial technical advice on the environmental effects of aviation, specifically aircraft noise and its effects, to the Department for Transport. Production of noise exposure contours for the designated airports; Heathrow, Gatwick and Stansted. Upkeep and operation of the UK Aircraft Noise Contour Model (ANCON version 2). Studies for the UK Aircraft Noise Monitoring Advisory Committee (ANMAC). Representation in ICAO and ECAC environmental committees. Research and analysis into aircraft noise and its effects. Technical advice, including the production of noise exposure contours, to regional airports, local authorities, BAA and others on a commercial basis. Internal consultancy on aircraft noise issues to other parts of the CAA.

Environmental Research and Consultancy Department Staff	
Edward Weston 020 7453 6082 edward.weston@caa.co.uk	Project Manager – Noise Modelling. Aircraft noise model validation. Generation of forecast noise contours and analysis of the effects of operational and policy changes.
Sam White 020 7453 6090 sam.white@caa.co.uk	Project Manager – Noise Monitoring and Regulation. Noise and Track keeping system. ANMAC studies. Noise monitoring equipment.
Joseph Lee 020 7453 6085 joseph.lee@caa.co.uk	Project Manager – Noise Contouring. Noise exposure contours for Heathrow, Gatwick, Stansted, Regional Airports, Local Government and Others.
Kay Jones 020 7453 6267 kay.jones@caa.co.uk	Project Manager – Noise Effects Research. Research into the effects of aircraft noise on people. Sleep research.
Andrew Green 020 7453 6079 andrew.green@caa.co.uk	Project Manager – Airspace Change Environment. Review and report upon Environmental Assessments undertaken as part of the Airspace Change Proposals.

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Alan Woodley 020 7453 6091 alan.woodley@caa.co.uk	Project Manager – Software Development. Maintenance and development of ANCON version 2 aircraft noise contour model.
Lorraine Edmonds 020 7453 6260 lorraine.edmonds@caa.co.uk	Analyst - Noise Exposure Contours for Heathrow, Gatwick and Stansted.
Jaina Patel 0207 453 6078 jaina.patel@caa.co.uk	Analyst – Noise Contouring
Gabriel Cebrian 020 7453 6081 gabriel.cebrian@caa.co.uk	Analyst – Noise Modelling
Matt Sissons 020 7453 6112 matthew.sissons@caa.co.uk	Analyst – Noise Modelling
Alistair Gillies-Smith 020 7453 6088 alistair.gillies-smith@caa.co.uk	Senior Administrator

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European ATM Policy Co-ordination

Head of European ATM Policy Co-Ordination	Stephen Hand
Telephone	020 7453 6507
Fax	020 7453 6565
E-mail	stephen.hand@caa.co.uk

Responsibilities

DAP focal point on all matters relating to European ATM policies that are not the direct responsibility of other DAP sections. Responsible for monitoring all European developments (including SES and SESAR) affecting ATM and co-ordinating CAA wide views on European issues and consequent inter-relationship between European Institutions such as Eurocontrol and the European Commission. Provision of advice and information on European developments to DfT, CAA and industry and developing policy on such developments in co-ordination with other CAA groups. CAA focal point and CAA representative for Single Sky Committee and for Eurocontrol policy issues. CAA focal point for issues related to the UK Ireland Functional Airspace Block and SESAR. DAP representative in the EIS EU Policy and Communications Group. Provision of advice and guidance to CAA senior management and DfT on ATM activities in relation to the EU institutions. External consultation on Single Sky and other European ATM issues with all relevant parts of the ATM industry.

European ATM Policy Co-ordinator	
Matt Claydon 020 7453 6508 matt.claydon@caa.co.uk	Support Hd EAPC on matters/issues detailed above. DAP focal point on SES Performance Scheme.

European ATM Policy Co-ordinator	
Dean Miller 020 7453 6509 dean.miller@caa.co.uk	Support Hd EAPC on matters/issues detailed above. Secretary to SESSG.

Last Updated 7 September 2012

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Surveillance & Spectrum Management Section

Head of S&SM	Andy Knill
Telephone	020 7453 6530
Fax	020 7453 6565
e-mail	andrew.knill@caa.co.uk

Responsibilities

Surveillance (Including SSR) policy, regulation, legislation and allocation. National IFF/SSR Committee and S&SWG Secretariat. Chairman of CAA Mode S Working Group. Spectrum and frequency management for the aeronautical frequency bands. Comms and Navaids. UK aviation representative FM study group. ICAO ACP International Telecommunications Union (ITU), IFF/SSR frequency approvals. Spectrum and frequency management, planning frequency bands for civil and military. Liaison with HM Government, Department of Trade & Industry, DfT, MOD and special organisations on IFF/SSR, frequency management, regulation and protection. Wireless Telegraphy Act Licensing (Aeronautical) on behalf of Ofcom. Impact of wind turbines on aviation. Implementation of Cave Report recommendations and member of UK Spectrum Strategy Committee.

Surveillance and Spectrum Management Staff	
Darren Roberts 020 7453 6532 darren.roberts@caa.co.uk	Surveillance and datalinks technical policy. Aeronautical frequency planning policy. Coordination and protection of SSR, Mode S and military IFF. JTIDS Frequency Clearance technical issues. ADS-B issues. Civil Aeronautical datalinks. Associated interference and spectrum issues.
John Mettrop 020 7453 6531 john.mettrop@caa.co.uk	Lead responsibility for Spectrum Strategy Development, Spectrum Protection, GNSS and ITU issues including representation with ICAO, ITU, CEPT and EUROCONTROL. ARB representative. Frequency management planning and protection for HF and UHF.
John Micallef 020 7453 6567 john.micallef@caa.co.uk	(Information to follow)

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Sqn Ldr Kelly Lightowler 020 7453 6534 kelly.lightowler@caa.co.uk	Surveillance Policy. UK Representative on EUR Region ORCAM Users Group, Mode S ELS Ops Task Force and CCAMS User Group. Secretary to CAA Windfarm Working Group, ATM Standards Windfarm Working and virtual S&SWG. CAA representative on Aviation Advisory Panel. Assessment of impact of wind turbines on aviation. Support to IFF SSR and data links policy. Specialist Air Defence advice to DAP.
Vacancy 020 7453 6529	Renewable Energy Projects Officer. DAP lead on Windfarm enquiries. Responding to formal planning enquiries from Local Planning Authorities. Providing, upon request, advice to Local Planning Authorities regarding environmental and scoping requests.
Nick Hall 020 7453 6533 nick.hall@caa.co.uk	Aeronautical communications frequency planning and protection. Assessment of requests for Ofcom commercial non-operational licences. Technical coordination of JTIDS waiver and safety case requests. Editorial responsibility for JTIDS frequency clearance agreement. Technical support to European 8.33 transition programme. Technical contact point for SPECTRAsc. Member of SAR communications group.
Alistair Abington 020 7453 6535 alistair.abington@caa.co.uk	Primary radar frequency planning and protection. Secretary to the UK radar group. Technical coordination of National IFF/SSR Committee (NISC) approval requests. European Mode S Coordination Group (MICOG) member. Civil Military SSR environment Liaison Group (CIMSEL) member. Ground-based navigation aids - frequency planning and protection. Technical assessment of FM broadcast stations. Jamming clearances.
Colin Chesterton 020 7453 6536 colin.chesterton@caa.co.uk	Secretary to the National IFF/SSR Committee (NISC). Coordination of NISC approval requests. Secretary to the JTIDS FCA Management Committee (JFMC). Assessment of foreign frequency coordination proposals. Support for the development of case work to support UK policy and positions in respect of Surveillance issues. Technical support to S&SM processes and databases.
Vacancy 0207 453 6557	S&SM Administration Officer. S&SM documents custodian. Secretary to the Spectrum Management, EMC and Approvals Working Group.

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Radio Licensing Staff	
Tina Patel 020 7453 6537 tina.patel@caa.co.uk	Management of the Wireless Telegraph Act Aeronautical Radio Licensing processes on behalf of Ofcom. Facilitating and coordination of the delivery of CAA targets set by Governments commitment to implementing AIP.
Matthew Stemp 020 7453 6538 matthew.stemp@caa.co.uk	Wireless Telegraphy Act Radio Licensing Officer. Dealing with the issue and renewal of aircraft, navigational aid and aeronautical ground station licences. VHF Special Event assignments.
Jay Mottershead 020 7453 6537 jay.mottershead@caa.co.uk	Wireless Telegraphy Act Radio Licensing Officer. Dealing with the issue and renewal of aircraft, navigational aid and aeronautical ground station licences. VHF Special Event assignments.

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Airspace Policy Coordination and Consultation

Head of Airspace Policy Coordination and Consultation	Lou Braham
Telephone	020 7453 6520
Fax	020 7453 6565
e-mail	lou.braham@caa.co.uk

Responsibilities

Policy Coordination and External Focal Point; Coordination of cross-DAP input to CAA-wide workstreams; Coordination of DAP contribution to CAAi and ASSI work; Business Planning, Reporting and Performance Monitoring; Risk Management; Budget and Financial Management; IT Management; DAP Quality Management System including ISO Standard; Learning and Development; Coordination and Administration of National Air Traffic Management Committee (NATMAC); Consultation Requirements and Guidance, and Analysis of Consultation Aspects of Airspace Changes; Business Support functions.

Jim Walker 020 7453 6523 james.walker@caa.co.uk	**Business Coordinator**. DAP Quality Management System including ISO 9001 accreditation; Production of the Airspace Charter and CAP 725; DAP Business Planning and Performance reporting; NATMAC Secretary; Stakeholder Engagement; Consultation Advice and Assessments. Future Airspace Strategy Coordination. DAP ICAO Coordination.
Mark Simmons 020 7453 6521 mark.simmons@caa.co.uk	**Aviation Related Environmental Enquiries 1**. Focal point for aviation related environmental enquiries and complaints; DAP Freedom of Information Act Coordinator; DAP Information Coordinator for the production of Safety Critical Information; coordination of DAP input to CEO/DAP Board Reports and CAA weekly briefing (iComms).
Chris Blackham 020 7453 6522 chris.blackham@caa.co.uk	**Aviation Related Environmental Enquiries 2**. Environmental issues and aircraft noise complaints; Maintain Business Continuity Plan, DAP MOR Coordinator
Jason Dunphy 020 7453 6561 jason.dunphy@caa.co.uk	**Business Support Supervisor** Training Coordinator; IT Co-Ordinator; DAP Health and Safety Liaison Officer; DAP ERMS Local Records Manager; Travel Coordinator; DAP Internet/Intranet Administration

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Elsa Gardella 020 7453 6562 elsa.gardella@caa.co.uk	**Business Support Administrator**. Administrative Support.