



## **Policy Statement**

### **AERODROME TRAFFIC ZONES (ATZ)**

#### **1 Scope**

- 1.1 The purpose of this Policy Statement is to set out Civil Aviation Authority (CAA) policy and guidance regarding the establishment of ATZs.

#### **2 Definition and Meaning of an ATZ**

- 2.1 Regulation (EU) No. 923/2012 ('Standardised European Rules of the Air' (SERA)) Article 2(11)<sup>1</sup> defines an ATZ as an airspace of defined dimensions established around an aerodrome for the protection of aerodrome traffic.
- 2.2 Regulation (EU) No. 923/2012 Article 2(09) defines 'aerodrome traffic' as all traffic on the manoeuvring area of an aerodrome and all aircraft flying in the vicinity of an aerodrome<sup>2</sup>.
- 2.3 In the UK, an ATZ is established for the purposes of Rule 11 of the Rules of the Air Regulations 2015 ('Rule 11').
- 2.4 The meaning of ATZ is set out in Article 5 of the Air Navigation Order (ANO) 2016 as follows:
- a) Subject to paragraphs (3) and (8), the aerodrome traffic zone of a notified aerodrome which is not on an offshore installation and at which the length of the longest runway is notified as 1850 metres or less is that specified in paragraph (2).
  - b) The aerodrome traffic zone at an aerodrome referred to in paragraph (1) is the airspace extending from the surface to a height of 2000 foot above the level of the aerodrome within the area bounded by a circle centred on the notified mid-point of the longest runway and having a radius of two nautical miles.
  - c) Paragraph (4) applies if:
    - (1) the aerodrome traffic zone specified in paragraph (b) would extend less than 1½ nautical miles beyond the end of any runway at the aerodrome; and

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<sup>1</sup> Commission Implementing Regulation (EU) No. 923/2012 of 26 September 2012 laying down the common rules of the air and operational provisions regarding services and procedures in air navigation and amending Implementing Regulation (EU) No. 1035/2011 and Regulations (EC) No. 1265/2007, (EC) No. 1794/2006, (EC) No. 730/2006, (EC) No. 1033/2006 and (EU) No. 255/2010.

<sup>2</sup> An aircraft operating in the vicinity of an aerodrome includes but is not limited to aircraft entering or leaving an aerodrome traffic circuit.

- (2) this paragraph is notified as being applicable.
- d) The aerodrome traffic zone is that specified in paragraph (5) as though the length of the longest runway at the aerodrome were notified as greater than 1850 metres.
  - e) Subject to paragraph (8), the aerodrome traffic zone of a notified aerodrome which is not on an offshore installation and at which the length of the longest runway is notified as greater than 1850 metres is that specified in paragraph (6).
  - f) The aerodrome traffic zone is the airspace extending from the surface to a height of 2000 feet above the level of the aerodrome within the area bounded by a circle centred on the notified midpoint of the longest runway and having a radius of 2½ nautical miles.
  - g) Subject to paragraph (8), the aerodrome traffic zone of a notified aerodrome which is on an offshore installation is the airspace extending from mean sea level to 2000 feet above mean sea level and within 1½ nautical miles of the offshore installation.
  - h) The aerodrome traffic zone of a notified aerodrome excludes any airspace which is within the aerodrome traffic zone of another aerodrome which is notified for the purposes of this article as being the controlling aerodrome.

### **3 Establishment of ATZs**

- 3.1 The establishment of an ATZ will be progressed as a Level 2C airspace change in accordance with [CAP1616 Airspace Design: guidance on the regulatory process for changing airspace design including community engagement requirements](#), using CAA form [DAP1916](#) and following the process described at Annex A.
- 3.2 In accordance with the underlying policy for any proposed changes to the UK airspace structure, the establishment of any ATZ is subject to the CAA's assessment that its introduction will be to the overall benefit of the UK aviation community. Such assessment will necessarily take into account the type and level of activity at an aerodrome but must also take account of the needs of other airspace users and neighbouring aerodromes.
- 3.3 The CAA will consider the establishment of ATZs at:
  - a. Government aerodromes.
  - b. EASA certificated aerodromes or national licensed aerodromes at which an Air Traffic Control service (ATC), Aerodrome Flight Information Service (AFIS) is provided or Air/Ground Communication (AGC) is available.
  - c. Unlicensed aerodromes at which an air traffic control service or flight information service is provided.
  - d. At aerodromes on a temporary basis. Applications for temporary ATZs are submitted through AR Ops - (minimum 90 days when associated with a RA(T) or 28 days when no RA(T) required). The operator/licensee of an aerodrome at

which a temporary ATZ is to be established will be required to ensure that the appropriate air traffic control service, flight information service or air/ground communication service is provided throughout the promulgated periods of ATZ activation.

- 3.4 Applications should consider the requirement for the addition of Flight Restriction Zones (FRZ) in accordance with Air Navigation (Amendment) Order 2019 (Statutory Instrument 2019 No 261).

#### **4 Promulgation of ATZ Information**

- 4.1 Details of ATZs established in accordance with paragraph 3.3(a), including hours of ATZ activation, will be published in the UK AIP at ENR 2.2 OTHER REGULATED AIRSPACE ATZs.
- 4.2 For ATZs established in accordance with paragraph 3.3(b), the hours of ATZ activation will be limited to the notified hours of watch of the air traffic service unit or of the air/ground communication service. Details are to be published in the UK AIP ENR 2.2 OTHER REGULATED AIRSPACE ATZs and also in individual AD2 aerodrome entries at AD2.18, and for heliports in AD3 at AD3.16.
- 4.3 For ATZs established in accordance with paragraph 3.3(c), the hours of ATZ activation will be limited to the notified hours of watch of the air traffic service unit or of the air/ground communication service. Details are to be published in the UK AIP at ENR 2.2 OTHER REGULATED AIRSPACE.
- 4.4 For ATZs established in accordance with paragraph 3.3(d), prenotification of the activation of such ATZs is by means of a NOTAM and, if considered appropriate and time permits, an Aeronautical Information Circular.
- 4.5 Noting ICAO Annex 15 requirements as complemented by PANS-AIM (Doc 10066) procedures and the purpose of an ATZ, the operators of aerodromes notifying the activation times of an ATZ by means of NOTAMs are to ensure that NOTAM publication action is taken in such time as to enable a minimum of 24 hours notification of intended activation. This 24-hour notification period may be reduced in the case of events that cannot be foreseen or exceptional circumstances.
- 4.6 Where an FRZ has been established in accordance with Air Navigation (Amendment) Order 2019 (Statutory Instrument 2019 No 261), these may be active at times other than the ATZ activation times.

#### **5 Disestablishment of ATZs**

- 5.1 The disestablishment of an ATZ will be progressed as a Level 0 airspace change in through submission of CAA form [DAP1916](#) Statement of Need in accordance with CAP 1616. The completed DAP1916 is to contain the following information:
- a. Identification of ATZ to be disestablished, confirming its name, location and the reason why it is no longer required.
  - b. Identification of parties that may be directly or indirectly impacted by the disestablishment of the ATZ. This should include users of the

subject aerodrome, adjacent aerodromes, local airspace users (where known) and adjacent aerial sports sites and local authorities

- c. Identification of all Aeronautical Information Publication content (including en-route and VFR charts) affected by the ATZ's disestablishment.
  - d. Identification of any legislation (e.g. Statutory Instruments) that would be affected by the change.
  - e. The proposed effective AIRAC date for disestablishment of the ATZ.
- 5.2 The CAA will acknowledge receipt of the complete DAP1916 and will request the aerodrome operator to upload the Statement of Need to the CAA's [airspace change portal](#)<sup>1</sup>.
- 5.3 CAP1616's Level 0 ACP process does not require formal consultation with affected stakeholders. However, when considering the disestablishment of an ATZ, notification of intent is necessary; this should be commensurate with the intended change and to that end the aerodrome operator is required to:
- a. Draft a letter of notification of change to those affected parties identified at paragraph 4.1(b). This is to include details of the affected ATZ, the intent to disestablish it (and when) and contact details for affected parties to respond to.
  - b. Draft an Airspace Information Circular (AIC) notifying disestablishment of the ATZ.
  - c. Submit the draft notification letter and AIC to the CAA for its approval.
- 5.4 Subject to CAA approval the aerodrome operator is to upload the notification letter to the CAA airspace change portal, distribute the notification letter to all identified parties and submit the AIC to [NATS AIS](#)<sup>2</sup>. Notification of an ATZ's disestablishment should be at least 12 weeks prior to the actual date of disestablishment, in accordance with the [AIC Publishing Schedule](#). The AIC may be cancelled 4 weeks after the actual date of the ATZ's disestablishment.
- 5.5 At the end of the notification period the aerodrome operator is to collate any responses received and for submitting these to the CAA within 4 weeks of the end of the notification period.

## 6 ATS Provision at Non-Government Aerodromes

- 6.1 In line with Rule 11, and in respect of non-government aerodromes, the level of ATC/AFIS or AGC support that an aerodrome requires to be considered for the establishment or retention of an ATZ will depend upon its licensed status. Whereas a licensed aerodrome need only be served by a "means of two-way radio communication" (AGC availability) to support an ATZ, an unlicensed aerodrome requires the support of an ATC or AFIS unit.

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<sup>1</sup> See <https://www.caa.co.uk/Commercial-industry/Airspace/Airspace-change/Permanent-airspace-change-proposals-under-CAP1616/>

<sup>2</sup> See [Submitting a UK AIP Change Request](#)

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- 6.2 The difference is associated with regulatory oversight. An unlicensed aerodrome and an unregulated 'service' (i.e. AGC) would result in an unacceptable lack of regulatory oversight aimed at ensuring that the airspace was being appropriately managed. In order to prevent such a situation an unlicensed aerodrome will need a minimum of AFIS for the establishment or maintenance of an ATZ to be considered.
- 6.3 In accordance with 4.1 and 4.2 above, unless supported by ATC or AFIS, an existing ATZ will necessarily be withdrawn on revocation of the national aerodrome licence or EASA certification (as applicable).

## **7 Exemptions**

- 7.1 Applications for exemptions from the requirements of Rule 11 are co-ordinated by the Safety and Airspace Regulation Group (AAA, Airspace Regulation).

## **8 SARG Point of Contact:**

SARG FS Airspace/ATM Policy  
Civil Aviation Authority  
Aviation House  
Beehive Ringroad  
Crawley  
West Sussex  
RH6 0YR

### Annexes:

- A. Guidance for the Establishment of Aerodrome Traffic Zones
- B. Instructions for the completion of Appendix 1

**AERODROME TRAFFIC ZONE SUBMISSION REQUEST – GUIDANCE ON APPLICATION  
PROCESS**

**A1 Requesting an ATZ - Action by Sponsor**

- A1.1 Having first ascertained that the aerodrome for which the ATZ is required conforms with one of the establishment criteria prescribed in Rule 11 above. The sponsor shall apply for the establishment of an ATZ using CAA form [DAP1916](#) (Statement of Need: Intended Change to Notified Airspace) proforma.
- A1.2 SARG Airspace Regulation will acknowledge receipt of the DAP 1916 and confirm that the application falls under the requirements of CAP 1616 and this policy. Once a Case Officer has been assigned to the task, detail of the proposal as outlined in Appendix 1 is to be submitted directly to [airspace@caa.co.uk](mailto:airspace@caa.co.uk).

**A2 Post decision – Action by Sponsor**

- A2.1 On receipt of the CAAs decision, and subject to the Airspace Change being approved, the Sponsor is responsible for carrying out the following actions:
- a. Establish a date for the activation of the new ATZ and arrange for promulgation in the UK AIP using Form 933. Where the ATZ is associated with the granting of an aerodrome licence SARG AAA AR will liaise with SARG AAA Aerodromes.
  - b. Submit an application to NATS (AIS) to update the UK AIP and VFR Charts.
  - c. AIC action as appropriate.

## Annex B

### INSTRUCTIONS FOR COMPLETION OF APPENDIX 1

#### **B1 Stage 1**

B1.1 In Appendix 1 paragraph 1, the sponsor is to complete the details as shown.

#### **B2 Stage 2**

B2.1 Proposals for the establishment of an ATZ do not require Options Development to have been undertaken. However, where the operating authority has considered alternative options, detail of these is to be included as appropriate.

#### **B3 Stage 3**

B3.1 Engagement should be undertaken with operators of adjacent aerodromes and any aviation organisations within the vicinity of the proposed ATZ. Confirmation that this has been conducted is to be provided in accordance with Appendix 1 paragraph 3.1. Detail of any objections to the proposed ATZ is to be included where appropriate.

B3.2 The sponsor is to ensure that the engagement material clearly identifies details pertaining to the proposed creation of the ATZ and ensure that the targeted stakeholders have sufficient time to respond.

B3.3 In the ATZ analysis, the Case Officer will confirm that the necessary evidence of engagement has been provided. In their submission the sponsor is to include engagement material and copies of the response received..

#### **B4 Stage 4**

B4.1 To meet Stage 4 requirements the sponsor is responsible for providing the details as outlined at paragraph 3.2 of Appendix 1 to this policy statement.

B4.2 The sponsor is to submit a Safety Assessment<sup>5</sup> which covers the following:

- Describes the scope of the proposed airspace change.
- identifies new and changing hazards.
- Identifies and quantifies risks arising from those hazards.
- Sets mitigations for those risks.

Proposals are additionally to demonstrate that appropriate adaptation requirements have been considered and changes can be effected on the AIRAC date required.

B4.3 In the ATZ analysis, the Case Officer will confirm that the safety assessment has been completed.

#### **B5 Stage 5**

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<sup>5</sup> The CAA has published separate guidance (CAP760) about the safety assessment.

B5.1 The Case Officer will complete a full analysis of the proposal as soon as possible after it is received and will present a recommendation to the Gateway Panel at the first available gateway meeting. Given the nature of the proposal, the CAA is prepared to permit an ATZ proposal to be sequentially assessed under more than one Gateway in the same Gateway Meeting.

B5.2 On receipt of the ATZ submission proposal, SARG Airspace will verify the following;

- that the aerodrome conforms to establishment criteria prescribed in Rule 11.
- ATZ datum co-ordinates.
- position of the proposed ATZ in relation to established CAS, danger and restricted areas and neighbouring aerodromes and traffic patterns.
- potential impact on other aviation activity in the vicinity.
- The engagement activities undertaken are proportionate to the scale of the change

## **B6 Stage 6**

B6.1 Once verification is complete and, if approved, the Case Officer will confirm approval of the ATZ to the sponsor and will authorise that the appropriate AIP amendments (if appropriate) and AIS change request may be submitted to AIS. This will include a copy of the completed application form.

B6.2 The sponsor is to copy the AIS change request to the appropriate SARG Case Officer.

## **B7 Stage 7**

B7.1 A Post Implementation Review may be a requirement of any approval.



Appendix 1

ATZ ESTABLISHMENT REQUEST

**SUBMISSION DATE:**

**ATZ Sponsor Details:**

	ACP Sponsor	Airport Operator/Licensee
Unit		
Name		
Contact details		
Phone:		
E mail:		

**1. Stage 1**

**1.1 Statement of Need**

Insert statement of need details from submitted DAP 1916.

**1.2 Date of assessment meeting/teleconference or e-mail confirmation from the CAA confirming that the proposal falls within the Airspace Change Process and informing the sponsor that Appendix 1 should be submitted: dd mmm year**

**2. Stage 2**

**2.1 Options Appraisal.**

**Options:**

Options proposed and why:

Options discounted and why:

### 3. Stage 3

#### 3.1 Engagement and Sponsor Confirmation Statement

The Sponsor is to ensure engagement material and copies of all responses are submitted with this application.

<p>As sponsor/co-sponsor we confirm that:</p> <ul style="list-style-type: none"> <li>• following engagement with the organisations listed no objections to the establishment of an ATZ have been received.</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>• the following objections to the establishment of an ATZ have been received (<i>sponsor to list as appropriate</i>).</li> </ul>	
<p>Sponsor:</p>  <p>Name:</p>  <p>Date:</p>	<p>Aerodrome:</p>  <p>Name:</p>  <p>Date:</p>

### 4. Stage 4

#### 4.1 ATZ Submission Details

Requirements	Detail to Be Submitted by Sponsor
ATZ datum	
FRZ Co-ordinates	
Length of longest Runway	
Airfield status: MOD / EASA certified / National Licenced / Unlicensed	
Hours of Operation of the ATC, FIS or AGC facility	
Detail of adjacent / overlapping airspace and IFR/VFR traffic patterns	
Detail of other aviation activity within vicinity of proposed ATZ	

Unit based movements data	
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<b>AIP Amendments:</b>	
Changes to AD 2.17 where appropriate (licensed aerodromes only)	
Revisions to chart:	
Any other amendments:	

**When complete, please return with safety assessment and supporting maps to [airspace@caa.co.uk](mailto:airspace@caa.co.uk).**

**SARG Airspace Regulatory Approval use only.**

Serial	Design Check	Design Approved/Not Approved	Verified By (Case Officer Signature)
1	Ascertain that the aerodrome for which the ATZ is required conforms with one of the establishment criteria prescribed in Rule 11.		
2	Verify ATZ datum, normally the centre of the longest runway or for grass airfields, the centre of the landing area.		
3	Visit the unit applying for the establishment of the ATZ and any other aerodrome or aviation activity site that might be affected by the planned ATZ. <ul style="list-style-type: none"> <li>• Gather statistical evidence of existing unit-based movements and adjacent unit movements information on the respective levels of activity, taking into account the type of aircraft involved.</li> <li>• Obtain details of any co-ordination procedures (MOU, LOA) that might exist and copies of extant documents to provide evidence of co-ordination for future use.</li> </ul>		
4	Determine size of the proposed ATZ in accordance with Article 5 of the Air Navigation Order 2016 and establish the hours of operation of the ATC, FIS or AGC facility.		
5	Liaise with Surveillance & Spectrum Management (S&SM) for frequency allocation requirement. <b>(Note:</b> when an ATZ is disestablished the continued requirement for the frequency is to be reviewed and FS Spectrum and Surveillance Policy informed if no longer needed).		
6	Ensure that the proposed ATZ is clear of: <ul style="list-style-type: none"> <li>• Established or planned controlled airspace</li> <li>• Notified areas, danger areas, restricted areas, HIRTAs</li> </ul>		

7	Determine if the proposed ATZ lies close to another aerodrome or overlaps an associated ATZ or MATZ. Consider the need for operating agreements with adjacent aerodromes or activity centre.		
8	Determine if the proposed ATZ affects the established IFR or VFR traffic patterns of other aerodromes.		
9	Determine through liaison with DAATM what impact the proposed ATZ will have on military low-level operations.		
10	Determine whether there is any other aviation activity (gliding, parachuting, microlite site, etc.) in the vicinity of the proposed ATZ.		
11	When the above co-ordination has been completed, promulgate to NATMAC via a Consultative Letter		

Change recommended by:

**Name:**

**Date:** / /

Change referred to sponsor for the following reason (insert details)

Change approved by:

**Name:**

**Appointment:**

**Date:** / /