

# Letter of Agreement

Between

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

And

London Gliding Club

And

Dunstable Hang Gliding & Paragliding Club

And

Royal Air Force  
Gliding & Soaring Association

**NATS**

Effective Date: 20/04/2023  
Review Date: 20/04/2025

NATS - PRIVATE

**LETTER OF AGREEMENT**

**between**

(1) NATS (En Route) PLC ("NATS")

4000 Parkway, Whiteley, Fareham, Hampshire PO15 7FL

Operating

London Control (Swanwick) ("NATS Unit")

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

And

(2) London Gliding Club (LGC) ("Airspace User")

Tring Road, Dunstable, Bedfordshire, LU6 2JP

And

(3) Dunstable Hang Gliding & Paragliding Club (DHPC) ("Airspace User")

c/o Chairman Stewart Armitage, 10 Hazel Close, Shefford, Bedfordshire, SG17 5YE

And

(4) Royal Air Force Gliding & Soaring Association (RAFGSA) ("Airspace User")

Chilterns Gliding Club, c/o Chairman Wg Cdr Neil Bunce, RAF Halton Airfield, Halton Village, Aylesbury,  
Buckinghamshire, HP22 5GH

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

Effective Date: 20/04/2023

## **1 GENERAL**

- 1.1 The purpose of this Letter of Agreement is to define the procedures to be applied between the Parties within the airspace as set out within Section 2 of this Agreement.
- 1.2 This Letter of Agreement permits the Airspace User operating as VFR to fly within the airspace as set out within Section 2 of this Agreement.
- 1.3 Access to the Airspace is granted to the 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.
- 1.4 The signatories to this Agreement are accountable for ensuring that the obligations set out by the Procedures in this Agreement are met in full.
- 1.5 This Agreement shall start on the Effective Date and shall be reviewed every 2 years for safety and applicability.
- 1.6 The Civil Aviation Authority has authorised NATS to create and operate such airspace in accordance with this Letter of Agreement, either where segregated airspace in CAS is established or other arrangements are put in place for the purposes of compliance with UK Reg (EU) 923/2012 (SERA 6001). Pilots are required to comply with UK VMC visibility and distance from cloud minima.

## **2 DESCRIPTION OF AIRSPACE**

- 2.1 A full description and maps of the Airspace is contained in [ANNEX A](#).
- 2.2 Dunstable Downs gliding site is located approximately 7nm west of Luton Airport. It is located wholly within the Class D airspace of the Luton CTR and extending into CTA. 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.
- 2.3 Any revision, to the lateral and vertical extent of the segregated airspace described above, including any temporary change, which would have the effect of increasing the lateral and/or vertical extent of the segregated airspace, additionally requires approval by the CAA (Safety and Airspace Regulation Group).

## **3 PROCEDURES**

- 3.1 The procedures to be applied between the Parties, are detailed in the Annexes to this Letter of Agreement:

ANNEX A: Procedures

ANNEX B: Telephone Communications

ANNEX C: Abbreviations and Definitions

ANNEX D: Checklist

## **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 Annexes, requires the mutual written consent of the Letter of Agreement signatories or the successor to their position/roles and requires the Letter of Agreement to be re-signed.
- 5.2 Any revision to the Annexes of the Letter of Agreement requires the mutual written consent of the designated representatives of the signatories but does not require the Letter of Agreement to be re-signed.

## **6 DEVIATIONS**

- 6.1 When necessary the appropriate Operational Supervisor(s) of the parties or responsible representative of the 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.
- 6.2 Instances may arise where incidental deviations from the procedures specified in the Annexes to this Letter of Agreement may become necessary. Under these circumstances air traffic controllers are expected to exercise their best judgement to ensure the safety and efficiency of air traffic.

## **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 AN AMENDMENT TO THE LETTER OF AGREEMENT**


- 9.1 It is the responsibility of the Airspace User to seek agreement from NATS to any amendment of this Letter of Agreement.
- 9.2 Where one of the parties wishes to amend the Letter of Agreement then they will send a written request to the other party no later than 3 months prior to the proposed amendment date.

## **10 REVIEWING THE LETTER OF AGREEMENT**


- 10.1 It is the responsibility of all parties to review this Letter of Agreement at least every 2 years.
- 10.2 A review of the Letter of Agreement may be requested by any of the signatories and at any time.

10.3 When changes are made to the Letter of Agreement, the appropriate footer of either the main body or Annex affected will be updated. In addition, [ANNEX D](#) shall be updated to reflect the changes.

London Gliding Club Dunstable LoA  
SIGNATURE PAGE

SIGNED	
<b>Name:</b> Gary Dixon <b>Position/Role:</b> General Manager <b>Unit:</b> London Control (Swanwick) NATS (En Route) PLC <b>DATE:</b> 28/04/2023	

SIGNED	
<b>Name:</b> Mark Newland-Smith <b>Position/Role:</b> Chairman <b>Organisation:</b> London Gliding Club <b>DATE:</b> 18.4.23	

SIGNED	
<b>Name:</b> Stewart Armitage <b>Position/Role:</b> Club Chairman <b>Organisation:</b> Dunstable Hang Gliding & Paragliding Club <b>DATE:</b> 19.4.2023	

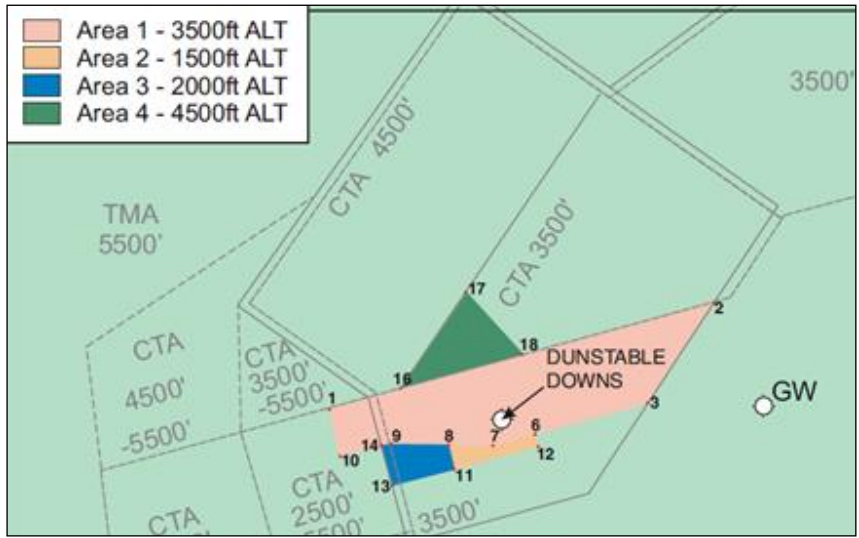
SIGNED	
<b>Name:</b> Wg Cdr Neil Bunce <b>Position/Role:</b> OC Ops Wg <b>Organisation:</b> Royal Air Force Gliding & Soaring Association (RAF Halton) <b>DATE:</b> 20/4/23	<p>Please accept this email as acceptance of the LoA and associated signature.</p> <p>Neil</p> <p><a href="#">Wing Commander N J E Bunce</a>   Defence Services Secretary   SO1 Honours &amp; Royal Household Liaison   MoD</p>

**ANNEX A**  
**PROCEDURES**

Effective: 20/04/2023

**A.1 Maps and Description of the Airspace**

**A.1.1 Dunstable 07 Airspace**



A.1.1.1 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'.

		WGS84 Coordinates	Vertical Limits	Airspace
<b>Dunstable 07 Airspace</b>	Area 1  See Note 1	515227N 0004006W (point 1) 515511N 0002426W (point 2) 515240N 0002704W (point 3) 515133N 0003327W (point 7) 515135N 0003730W (point 9) 515114N 0003938W (point 10) 515227N 0004006W (point 1)	Surface to Altitude 3500ft <i>(Within the Luton CTR)</i>  Altitude 2500ft to Altitude 3500ft <i>(Within the Luton CTA)</i>	Class D
	Area 2	515151N 0003144W (point 6) 515133N 0003327W (point 7) 515134N 0003516W (point 8) 515056N 0003459W (point 11) 515132N 0003135W (point 12) 515151N 0003144W (point 6)	Surface to altitude 1500ft	Class D
	Area 3	515134N 0003516W (point 8) 515056N 0003459W (point 11) 515031N 0003726W (point 13) 515131N 0003754W (point 14) 515135N 0003730W (point 9) 515134N 0003516W (point 8)	Surface to altitude 2000ft	Class D

	Area 4	515258N 0003709W (point 16) 515522N 0003427W (point 17)	Altitude 3500ft to Altitude 4500ft	Class D
	See Note 2	515350N 0003212W (point 18) 515258N 0003709W (point 16)		

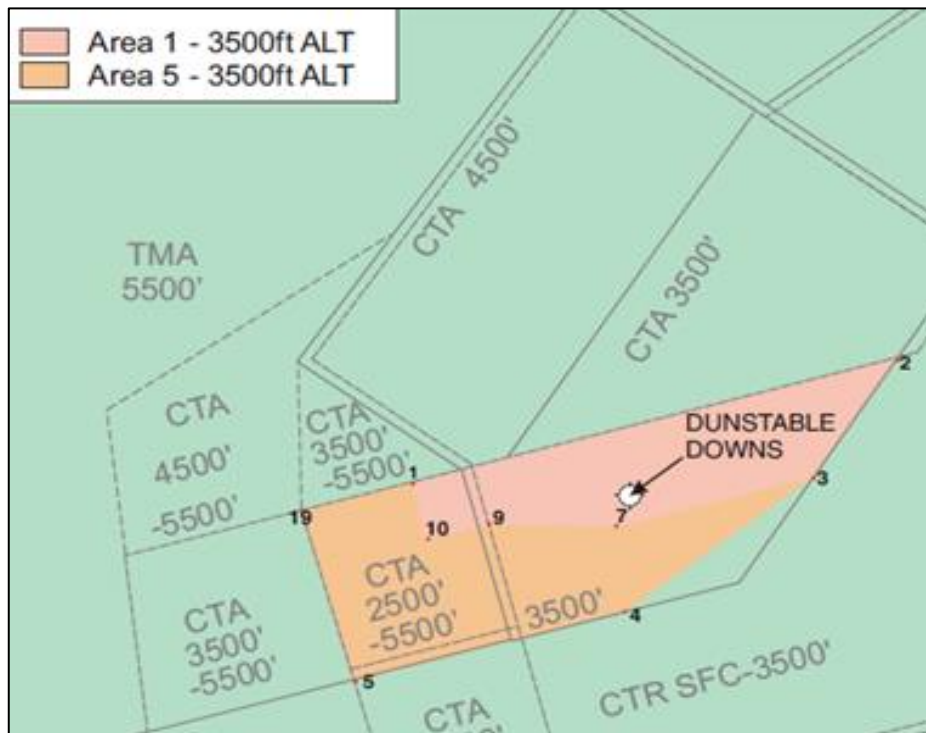
*Note 1 The southern boundary of Dunstable Gliding Area 1 is defined by a line of large power cables. In order to assist pilots in visually acquiring these cables, LGC have described the route as follows:*

*'The line from the Visitor Centre Car Park, to a point close to the south of the pig farm where the power cables return above ground and continue west, passing 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.*

*Note 2 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

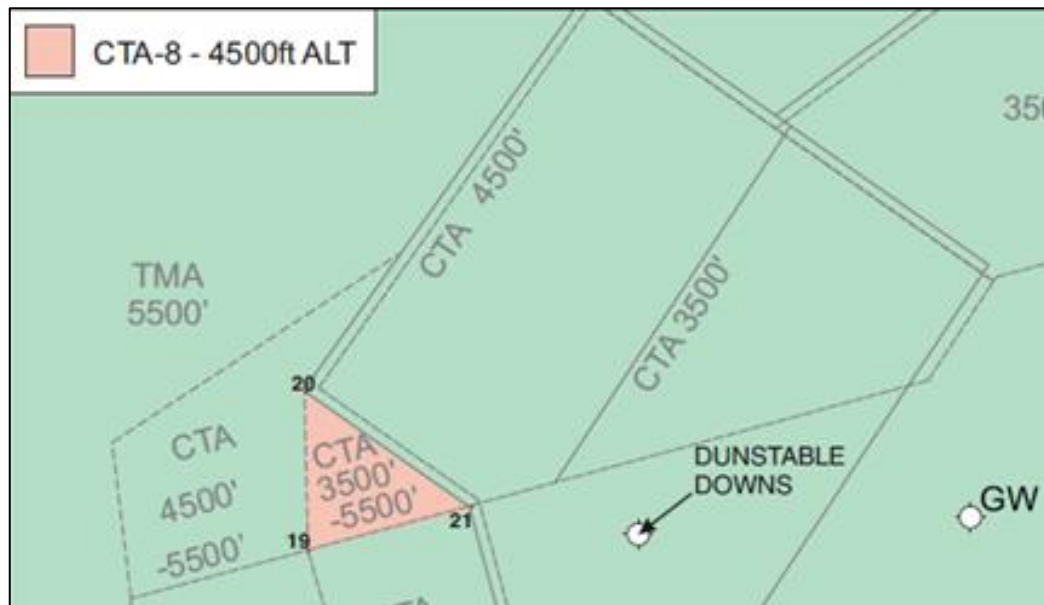


A.1.2.1 For the purposes of this agreement, the combined airspace consisting of Dunstable Gliding Areas 1 and 5 is collectively referred to as the 'Dunstable 25 Airspace'.



		WGS84 Coordinates	Vertical Limits	Airspace
Dunstable 25 Airspace	Area 1  See Note 1 A.1.1.1	515227N 0004006W (point 1) 515511N 0002426W (point 2) 515240N 0002704W (point 3) 515133N 0003327W (point 7) 515135N 0003730W (point 9) 515114N 0003938W (point 10) 515227N 0004006W (point 1)	Surface to Altitude 3500ft <i>(Within the Luton CTR)</i>  Altitude 2500ft to Altitude 3500ft <i>(Within the Luton CTA)</i>	Class D
	Area 5	515240N 0002704W (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) 515240N 0002704W (point 3)	Surface to Altitude 3500ft <i>(Within the Luton CTR)</i>  Altitude 2500ft to Altitude 3500ft <i>(Within the Luton CTA)</i>	Class D

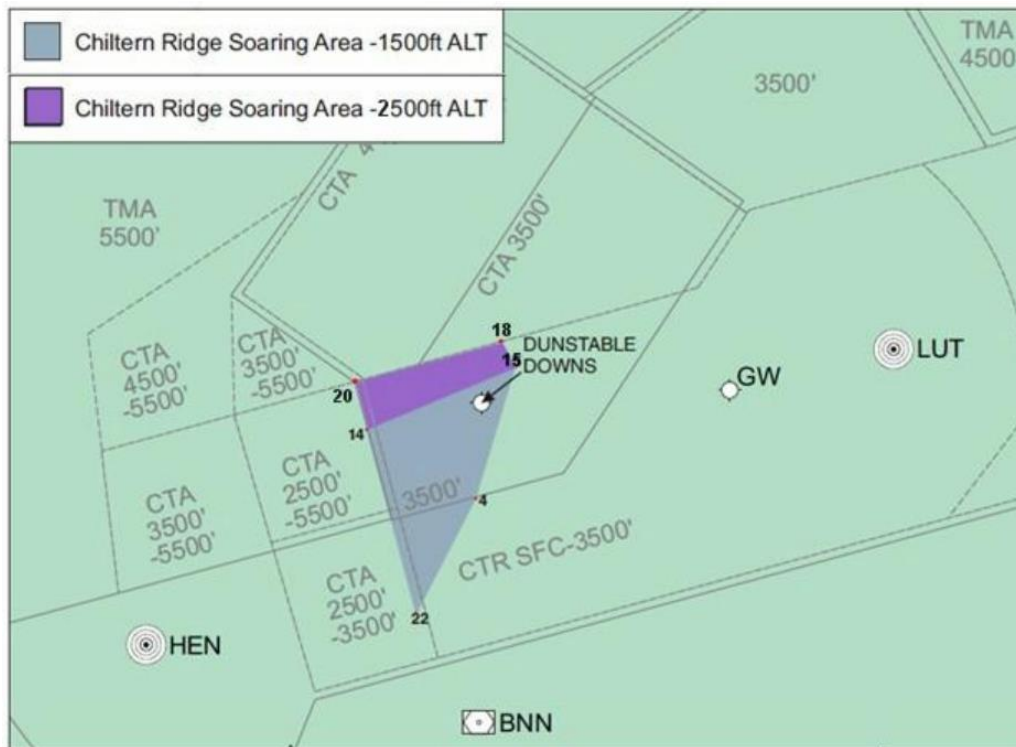
A.1.3 CTA-8



A.1.3.1 For the purpose of this agreement London Luton Control Area (CTA-8) is referred to as 'CTA-8'.

		WGS84 Coordinates	Vertical Limits	Airspace
CTA-8		515150N 0004336W (point 19) 515244N 0003828W (point 20) 515503N 0004353W (point 21) 515150N 0004336W (point 19)	Altitude 3500ft to Altitude 4500ft	Class D

## A.1.4 Chiltern Ridge Soaring Area



A.1.4.1 For the purposes of this agreement, the combined airspace consisting of Dunstable Gliding Areas 6a and 6b is collectively referred to as Chiltern Ridge Soaring Area.

		WGS84 Coordinates	Vertical Limits	Airspace
Chiltern Ridge Soaring Area	Area 6a	515131N 0003754W (point 14) 515310N 0003116W (point 15) 514942N 0003313W (point 4) 514634N 0003538W (point 22) 515131N 0003754W (point 14)	Surface to Altitude 1500ft	Class D
	Area 6b	515244N 0003828W (point 20) 515350N 0003212W (point 18) 515310N 0003116W (point 15) 515131N 0003754W (point 14) 515244N 0003828W (point 20)	Surface to Altitude 2500ft	Class D

## A.2 Procedures

### A.2.1 General

A.2.1.1 For the avoidance of doubt and for the purpose of this LoA use of the airspace is declared as activated when is use by LGC following the procedures in this LoA. These airspace configurations are activated using the agreed procedures and should not be confused with 'activating airspace'.

A.2.1.2 For the purposes of this LoA:

- London Gliding Club is hereafter referred to as LGC

- Dunstable Hang Gliding & Paragliding Club is hereafter referred to as DHPC
- Royal Air Force Gliding & Soaring Association is hereafter referred to as RAFGSA

## A.2.2 Procedures and Responsibilities of LGC, DHPC and RAFGSA

### A.2.2.1 The Dunstable Duty Instructor (DDI)

A.2.2.1.1 A representative of the LGC, normally the Dunstable Duty Instructor 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, DDI or designated deputy shall be available via telephone (see [ANNEX B](#)).

A.2.2.1.2 In the event that this mobile telephone is unserviceable, the DDI shall be available on the backup number. 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.

A.2.2.1.3 LGC will ensure that all persons fulfilling the liaison role are fully conversant with the procedures contained within this Letter of Agreement, and specifically that information contained within Checklists 1 and 2 (See [A.6.1](#) and [A.6.2](#)).

### A.2.2.2 Dunstable Hang-Gliding and Paragliding Club (DHPC)

A.2.2.2.1 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 helmet sticker is issued to acknowledge completion of the briefing.

A.2.2.2.2 In addition, DHPC will take all reasonable and necessary steps to ensure that their members and guests will ascertain and comply with the current operating pattern and such restrictions as may be notified by LGC.

A.2.2.2.3 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.

A.2.2.2.4 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.

### A.2.2.3 Royal Air Force Gliding & Soaring Association (RAFGSA)

A.2.2.3.1 All RAFGSA flying subject to this LoA will be confined to within the Chiltern Ridge Soaring Area.

A.2.2.3.2 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.

- A.2.2.3.3 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.
- A.2.2.3.4 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.2.3 Procedures for the Activation and Use of Defined Airspace
  - A.2.3.1 Notification of Commencement of Gliding Operations in Dunstable 07/25 Airspace or CTA-8
    - A.2.3.1.1 When LGC wishes to commence gliding operations, the DDI shall request activation of the airspace from the Terminal Control Group Supervisor Airports (TC GS Airports) by telephone (See [ANNEX B](#)), 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.
    - A.2.3.1.2 Upon receipt of such notification, TC GS Airports will state whether Dunstable 07 Airspace, or Dunstable 25 Airspace is activated.
    - A.2.3.1.3 During this telephone call, if Dunstable 25 Airspace is activated, GS Airports will also confirm the status of CTA-8.
  - A.2.4 Activation of Dunstable 07 Airspace
    - A.2.4.1 Dunstable 07 Airspace may be activated whenever Runway 07 is in use at Luton subject to the following conditions;
      - A.2.4.1.1 Gliders operating under the auspices of LGC are permitted to operate within Dunstable Gliding Area 1.
      - A.2.4.1.2 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).
      - A.2.4.2 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.2.4.2.1 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.
        - A.2.4.2.2 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 119.905 MHz that Dunstable Gliding Area 4 (Spin Training Area) has been activated before entering the airspace.
        - A.2.4.2.3 The pilot will maintain a listening watch on 119.905 MHz at all times when within this airspace.
        - A.2.4.2.4 If TC GS Airports notifies the DDI that Dunstable Gliding Area 4 (Spin Training Area) is no longer available, the DDI 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.

- A.2.4.2.5 The DDI will notify TC GS Airports when Dunstable Gliding Area 4 (Spin Training Area) has been vacated.
- A.2.4.3 A glider operating under the auspices of DHPC may operate within Dunstable Gliding Area 1 provided that the pilot has notified the DDI of the following information:
- Pilot's name.
  - Aircraft type and colour.
- A.2.5 Activation of Dunstable 25 Airspace
- A.2.5.1 Dunstable 25 Airspace may be activated whenever Runway 25 is in use at Luton subject to the following conditions;
- A.2.5.1.1 Gliders operating under the auspices of LGC are permitted to operate within Dunstable Gliding Area 1.
- A.2.5.1.2 Radio equipped tugs and tug/glider combinations operating under the auspices of LGC are permitted to operate within Dunstable Gliding Areas 1 and 5.
- A.2.5.2 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.2.5.2.1 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.
- A.2.5.2.2 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 119.905 MHz that Dunstable Gliding Area 5 has been activated before entering the airspace.
- A.2.5.2.3 The pilot will notify Dunstable Radio on 119.905 MHz when entering and when leaving Dunstable Gliding Area 5 and will maintain a listening watch at all times when within this airspace.
- A.2.5.2.4 Dunstable Radio will maintain a record of all gliders that are operating within Dunstable Gliding Area 5.
- A.2.5.2.5 If TC GS Airports notifies the DDI that Dunstable Gliding Area 5 is no longer available, the DDI will ensure that Dunstable Radio notifies all gliders within Dunstable Gliding Area 5 accordingly, and this area shall be vacated within 15 minutes.
- A.2.5.2.6 The DDI will notify TC GS Airports when Dunstable Gliding Area 5 has been vacated.
- A.2.5.3 A glider operating under the auspices of DHPC may operate within Dunstable Gliding Area 1 provided that the pilot has notified the DDI of the following information:
- Pilot's name.
  - Aircraft type and colour.
- A.2.6 CTA-8

- A.2.6.1 LGC will only request the activation of CTA-8 when Runway 25 is in use at Luton.
- A.2.6.2 CTA-8 may be activated whenever Runway 25 is in use at Luton subject to the following conditions:
  - A.2.6.2.1 Radio equipped tugs and tug/glider combinations operating under the auspices of LGC are permitted to operate within CTA-8.
  - A.2.6.3 Radio equipped gliders operating under the auspices of LGC are also permitted to operate within CTA-8 subject to the following specific conditions:
    - A.2.6.3.1 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.
    - A.2.6.3.2 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 119.905 MHz that CTA-8 has been activated before entering the airspace.
    - A.2.6.3.3 The pilot will notify Dunstable Radio on 119.905 MHz when entering and when leaving CTA-8 and will maintain a listening watch at all times when within this airspace.
    - A.2.6.3.4 If TC GS Airports notifies the DDI that CTA-8 is no longer available for gliding activity, the DDI will ensure that Dunstable Radio notifies all gliders within CTA-8 accordingly, and this Area shall be vacated within 15 minutes.
    - A.2.6.3.5 The DDI will notify TC GS Airports when CTA-8 has been vacated.
    - A.2.6.3.6 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.2.7 Change of Airspace
  - A.2.7.1 If TC has a requirement to change from Dunstable 25 Airspace to Dunstable 07 Airspace, TC GS Airports will notify the DDI, and the DDI shall ensure that the LGC aircraft vacate Dunstable Gliding Area 5 within 15 minutes.
  - A.2.7.2 If CTA-8 is active during this configuration, the DDI shall ensure that LGC aircraft also vacate CTA-8 within 15 minutes.
  - A.2.7.3 The DDI 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.
  - A.2.7.4 If TC has a requirement to change from Dunstable 07 Airspace to Dunstable 25 Airspace, TC GS Airports will notify the DDI, and the DDI shall ensure that LGC aircraft vacate Dunstable Gliding Area 4 (Spin Training Area) within 15 minutes. The DDI shall notify TC GS Airports when Dunstable Gliding Area 4 (Spin Training Area) is vacated. The DDI shall ensure that operations continue within Areas 1,2 and 3 until TC GS Airports notifies the DDI that operations may commence in the Dunstable 25 Airspace.
  - A.2.7.5 This is contained in checklist 2 (See [A.6.2](#)).
- A.2.8 Return of Gliding Airspace to TC (General)

- A.2.8.1 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.
- A.2.8.2 If TC GS Airports notifies the DDI that Dunstable Area 4 (Spin training Area), Area 5, or CTA-8 are no longer available, the DDI will ensure that Dunstable Radio notifies all gliders within the relevant Gliding Areas accordingly, and these areas shall be vacated within 15 minutes.
- A.2.8.3 The DDI shall notify TC GS Airports when the airspace is vacated.
- A.2.8.4 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 DDI for onward transmission. London Terminal Control will also wherever possible advise the IFR aircraft of glider activity.
- A.2.8.5 TC GS Airports shall agree to return the use of Dunstable Airspace to LGC as soon as it is operationally feasible to do so.
- A.2.8.6 To ensure a mutual understanding of the airspace being discussed, both GS Airports and DDI will make reference to the information contained within Checklist 1 (See [A.6.1](#)).
- A.2.8.7 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.2.9 Chiltern Ridge Soaring Area
  - A.2.9.1 TC will assume that the Chiltern Ridge Soaring Area is active at all times during daylight hours.
  - A.2.9.2 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.2.10 Notification of Cessation of Gliding Operations in Dunstable 07/25 Airspace or CTA-8
  - A.2.10.1 To allow for the maximum utilisation of the airspace, when activity ceases and use of the airspace is no longer required by LGC, e.g. due to poor weather, the DDI shall notify TC GS Airports accordingly. Before doing so, the DDI 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.
  - A.2.10.2 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.2.3](#) above has been completed by the DDI. However, flying may still continue within the Chiltern Ridge Soaring Area.
- A.2.11 Night Time Closure
  - A.2.11.1 In the absence of telephone notification from LGC confirming the cessation of gliding activities within the defined airspace, all activated airspace will automatically be returned to Terminal Control 30 minutes after the sunset time published for Luton Airport.
- A.2.12 Procedures and Responsibilities of TC – General

- A.2.12.1 TC Luton will not permit any IFR flights to operate within the defined airspace.
- A.2.12.2 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.
- A.2.12.3 TC Luton shall pass generic traffic information to other VFR/SVFR flights operating within the Chiltern Ridge Soaring Area during daylight hours, not operating under the procedures in this LoA.

#### A.2.13 Visiting Aircraft

- A.2.13.1 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.3 Aircraft Equipment

#### A.3.1 Transponder Equipped Aircraft

- A.3.1.1 The safety barriers employed by London Terminal Control rely heavily on the usage of transponders, with particular benefit derived from altitude information.
- A.3.1.2 With the exception of gliders, it is a legal requirement for 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.3.2 Radio Carriage

- A.3.2.1 SERA.6001 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 this LoA operate within the Chiltern Ridge Soaring Area, and Gliding Areas 1, 2 and 3, without the means of continuous air-ground communication.
- A.3.2.2 All flights within the defined 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.

### A.4 Radio Failure

- A.4.1 Not applicable.

### A.5 Emergencies

- A.5.1 Not applicable.



## A.6 Checklists

### A.6.1 Checklist 1 – Return of Dunstable Downs Gliding Airspace as Short Notice

#### 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 Duty Instructor (DDI), reference should be made to the airspace maps and area numbers on the reverse of this card.

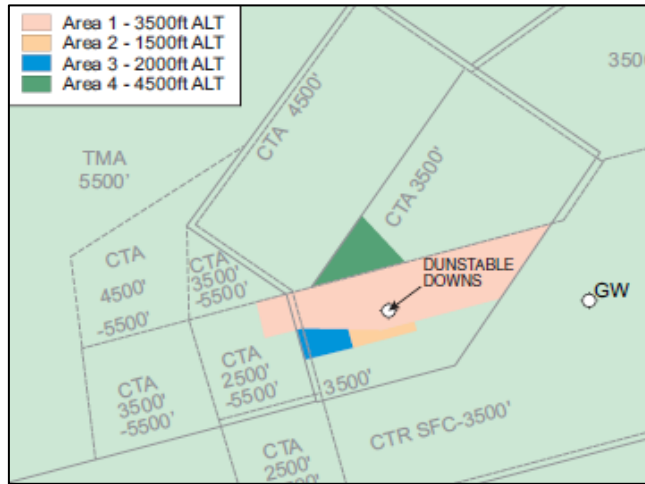
In order to avoid confusion and provide a common point of reference, Dunstable Downs have a copy of this document.

NOTIFICATION	ACTION	CHECK
<p>When Dunstable Airspace is Active (see note 2):</p>	<p><b>Dunstable Duty Instructor (DDI) Telephone Numbers;</b> The primary number is <b>01582 691939</b>. In the event of a call going unanswered after 20 seconds, it will be diverted to 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 (Note; this number may not be manned after 1600 local). The secondary number is <b>01582 664956 (see note 1)</b> If the two telephone numbers above are not answered, the CFI for the Gliding Club can be contacted on his personal mobile telephone; <b>07851 282047</b>.</p>	
<p><b>Night Time Closure</b> 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.</p>	<p><b>If Runway 07 is in use</b>, telephone the DDI 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). The DDI 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 DDI 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 DDI 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 DDI that Dunstable have ceased gliding and have vacated the runway applicable airspace (this should occur within 15 minutes of the request being made).</p>	

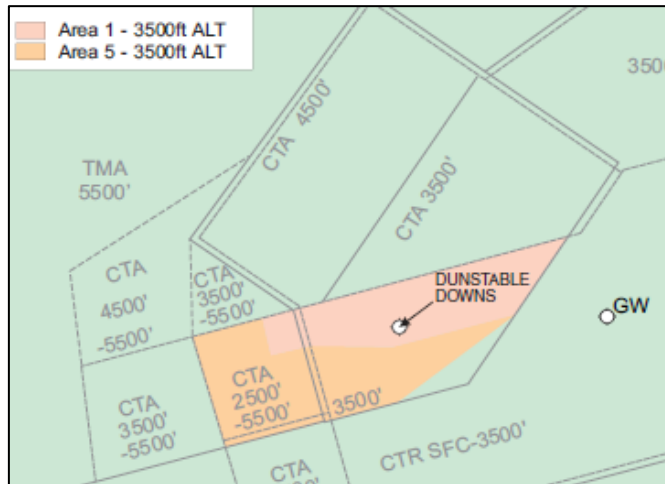
Note 1: This is a VHF telephone which operates on a transmit and receive basis, so when the DDI is talking/transmitting, they are unable to hear anything said by the recipient.

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

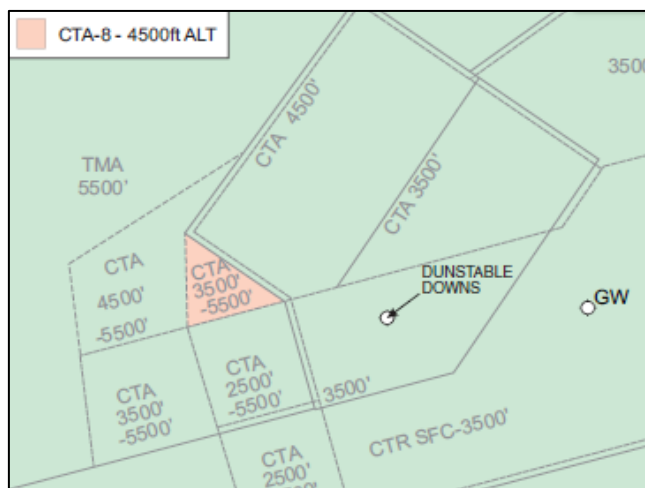
**Runway 07 Airspace: Areas 1, 2, 3 and 4 (Spin Training Area)**



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



**Runway 25 Airspace: CTA-8**



## 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
Single Movement Runway Change?	Ensure a/c callsign(s) agreed for duration of change	
Inform All TC GW Directors:	Time of change and new runway in use.	
<b>If Dunstable Airspace is active:</b>  <b>Night Time Closure</b> <b>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.</b>	<b>If the new runway will be Runway 07</b> , 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>	
	<b>If CTA-8 is active and the new runway will be Runway 07</b> , 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	
	<b>If the new Runway will be Runway 25</b> , 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 Duty Instructor (DDI) 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.	
	<b>Once the runway change is complete, GS Airports will telephone the DDI to permit Dunstable use of the Runway 25 Airspace Area 5, and CTA-8 if requested.</b>	
<b>DDI telephone numbers:</b> The primary number is <b>01582 691939</b> . In the event of a call going unanswered after 20 seconds, it will be diverted to 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 (Note; this number may not be manned after 1600 local). Secondary method of contact is via <b>01582 664956 (see note *)</b> 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>07851 282047</b> .		
<b>If Airspace has been activated by RAF Halton (Runway 25 Only):</b>	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. If TC SWA is unavailable the TC GS A is to inform the AC WAS and ensure the TC SWA completes this task on return.	
Inform SMCC via the NODE CHANGE button on the VCCS panel.	SMCC is required to enter RWY change into NODE-L. Check tabular data block indicates correct runway direction.	
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		
Ensure correct landing runway is selected on EAT PC.		

\* Note; this is a VHF telephone which operates on a transmit and receive basis, so when the DLO is talking/transmitting, they are unable to hear anything said by the recipient.

## ANNEX B

### TELEPHONE COMMUNICATIONS

Effective: 20/04/2023

ORGANISATION	TELEPHONE NUMBER/S
London Terminal Control (Swanwick) Watch Supervisor	01489 612479
London Terminal Control (Swanwick) Group Supervisor Airports	01489 612449
Dunstable Duty Instructor  * This will divert to the office if not answered within 20 seconds. Menu based answering system can be bypassed by pressing 0	01582 691939 (Main) * 01582 664956 (Backup Radio Phone) 07851 282047 (Private Mobile - Stefan Astley)
London Gliding Club Manager Office Managers Direct Dial	01582 663419 01582 691934
Swanwick ATM Procedures	<a href="mailto:1allATCprocedures@nats.co.uk">1allATCprocedures@nats.co.uk</a>

## ANNEX C

### ACRONYMS AND DEFINITIONS

Effective: 20/04/2023

ACRONYM	DEFINITION
CAS	Controlled Airspace
DME	Distance Measuring Equipment
ETA	Estimated Time of Arrival
FDS	Flight Data Support
FL	Flight Level
GAT	<p>General Air Traffic</p> <p>All flights conducted in accordance with the rules and procedures of ICAO and/or the national civil aviation regulations and legislation.</p> <p><i>Note. GAT can include military flights for which ICAO rules and procedures satisfy entirely their operational requirements.</i></p>
GS	Group Supervisor
IAF	Initial Approach Fixes
IFR	Instrument Flight Rules
LTMA	London Terminal Manoeuvring Area
OAT	<p>Operational Air Traffic</p> <p>All flights which do not comply with the provisions stated for GAT and for which rules and procedures have been specified by appropriate authorities.</p> <p><i>Note. OAT can include civil flights such as test-flights, which require some deviation from ICAO rules to satisfy their operational requirements.</i></p>
TC	Terminal Control
VFR	Visual Flight Rules
VMC	Visual Meteorological Conditions

**ANNEX D**

**CHECKLIST**

**Effective: 20/04/2023**

<b>SECTION</b>	<b>EFFECTIVE DATE</b>	<b>REVIEW DUE BY</b>
Front Part	20/04/2023	20/04/2025
Annex A	20/04/2023	20/04/2025
Annex B	20/04/2023	20/04/2025
Annex C	20/04/2023	20/04/2025
Annex D	20/04/2023	20/04/2025



***NATS***