

# Letter of Agreement

Between

NATS (En Route) PLC (“**NATS**”)

And

NATS Cardiff

And

British Gliding Association



**NATS**

Effective Date: 23/03/2023  
Review Date: 23/03/2025

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) NATS Cardiff ("NATS Unit")

Cardiff Airport, Control Tower Building, Rhoose, Barry, Vale of Glamorgan, CF62 3LQ

And

(3) British Gliding Association (BGA) ("Airspace User")

8 Merus Ct, Leicester, LE19 1RJ

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

Effective Date: 23/03/2023

### **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 General Air Traffic 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 Where segregated airspace in controlled airspace is required for the purposes of compliance with UK Reg (EU) 923/2012 (the UK Standardised Rules of the Air Regulation), (SERA), the Civil Aviation Authority has authorised NATS to create and operate such airspace in accordance with this Letter of Agreement. Pilots are required to comply with UK VMC visibility and distance from cloud minima.

## 2 DESCRIPTION OF AIRSPACE

- 2.1 A map of the Airspace is in [ANNEX A](#).
- 2.2 The lateral extent of the OSSEP Gliding Areas is defined by the following coordinates:

Name	Levels	Coordinates
MADLEY BOX	FL145 – FL195	520734N 0025745W 520713N 0024629W 515640N 0024727W 515701N 0025833W 520734N 0025745W
RAGLAN BOX	FL105 – FL195	515701N 0025856W 515640N 0024727W 515043N 0024759W 515154N 0025856W 515701N 0025833W

- 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).
- 2.4 This Letter of Agreement defines the coordination procedures to be applied between member clubs of the British Gliding Association (BGA), the NATS Units and the Airspace Operator to permit gliding to take place in OSSEP Gliding Areas up to FL195.
- 2.5 The following member clubs of the BGA are permitted to operate in OSSEP Gliding Areas:
- Bristol and Gloucestershire Gliding Club
  - South Wales Gliding Club (Usk)
  - Cotswold Gliding Club (Aston Down)

- Midland Gliding Club
- Herefordshire Gliding Club
- Black Mountains Gliding Club

2.6 The affected airspace is those portions of the PEPZE and Cotswold CTAs that are within the OSSEP Gliding Areas and the associated buffer zone.

### **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.

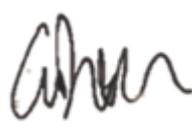
## **9 REQUESTING AN AMENDMENT TO THE LETTER OF AGREEMENT**

- 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.

British Gliding Association (OSSEP) 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> 15/02/2023	

SIGNED	
<b>Name:</b> Aidan Cottee <b>Position/Role:</b> General Manager, Cardiff <b>Unit:</b> NATS (Airports) NATS (Services) Ltd <b>DATE:</b> 02/03/2023	02/03/2023  <b>X</b> Aidan Cottee <hr/> <small>Aidan Cottee General Manager Signed by: 521394</small>

SIGNED	
<b>Name:</b> Peter Stratten <b>Position/Role:</b> CEO <b>Organisation:</b> British Gliding Association  <b>DATE:</b> 13 February 2023	

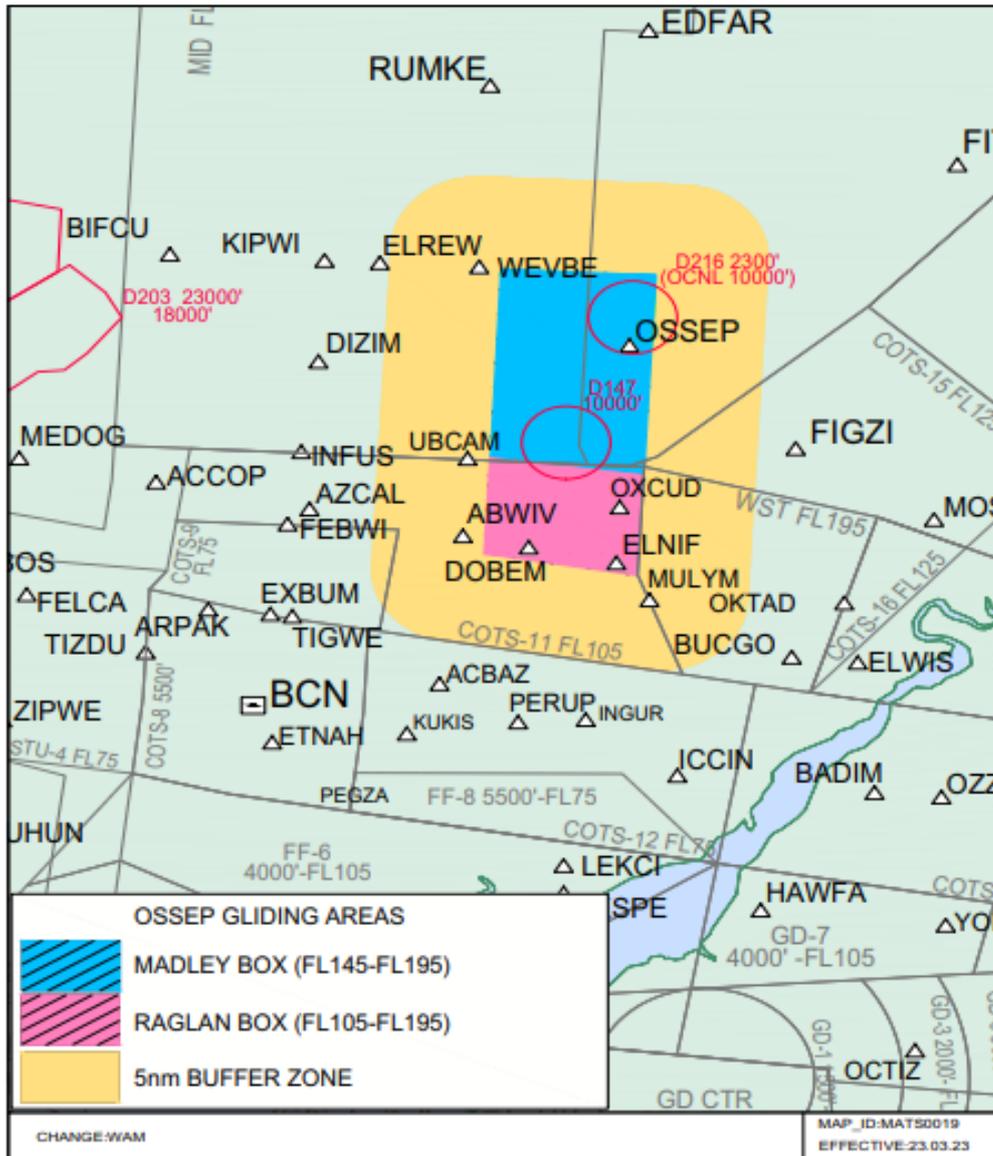
# ANNEX A

## PROCEDURES

Effective: 23/03/2023

### A.1 Map of the Airspace

#### A.1.1 OSSEP Gliding Areas and Buffers



### A.2 Procedures

#### A.2.1 Activity up to FL145

A.2.1.1 The Duty pilot at the club where the gliders will take off from will initiate a request to Cardiff ATC (Watch Manager/Senior Controller On Duty) 1 hour in advance of the intended flight, advising the intention to use the RAGLAN Gliding Area up to FL145 and to confirm the following details:

1. The area concerned;
2. The upper limits of a Flight Level and not an altitude AMSL;
3. Expected launch time and location of launch site;
4. Time of entry into and duration within Class A airspace;
5. The number of gliders and associated callsigns;
6. Name and telephone contact number.

A.2.1.2 Activation of the requested areas will only be initiated by the Watch Manager/SCOD when he/she has authorised the activity. Cardiff ATC are to inform the pilot, with the reason and a permitted time when activation will be allowed, if applicable.

A.2.1.3 The Watch Manager Cardiff ATC/SCOD will inform the LAC GS West and Swanwick (Mil) West Supervisor that the RAGLAN Gliding Area is active, stating the upper limit, start time and duration of expected activity.

A.2.2 Activity up to FL195

A.2.2.1 The Duty Pilot at the club where the gliders will depart from will initiate a request to the Cardiff Air Traffic Control (Watch Manager/SCOD) 1 hour in advance of the intended flight, advising the intention to use the RAGLAN and/or MADLEY Gliding Areas up to FL195 and to confirm the following details:

1. The area concerned;
2. The upper limits of a Flight Level and not an altitude AMSL;
3. Expected launch time and location of launch site;
4. Time of entry into and duration within Class A airspace;
5. The number of gliders and associated callsigns;
6. Name and telephone contact number.

A.2.2.2 The Cardiff ATC Watch Manager/SCOD shall inform the LAC GS West 1 hour in advance of the intended flight, advising the intention to use the MADLEY and/or RAGLAN Boxes up to FL195 and to confirm the following details:

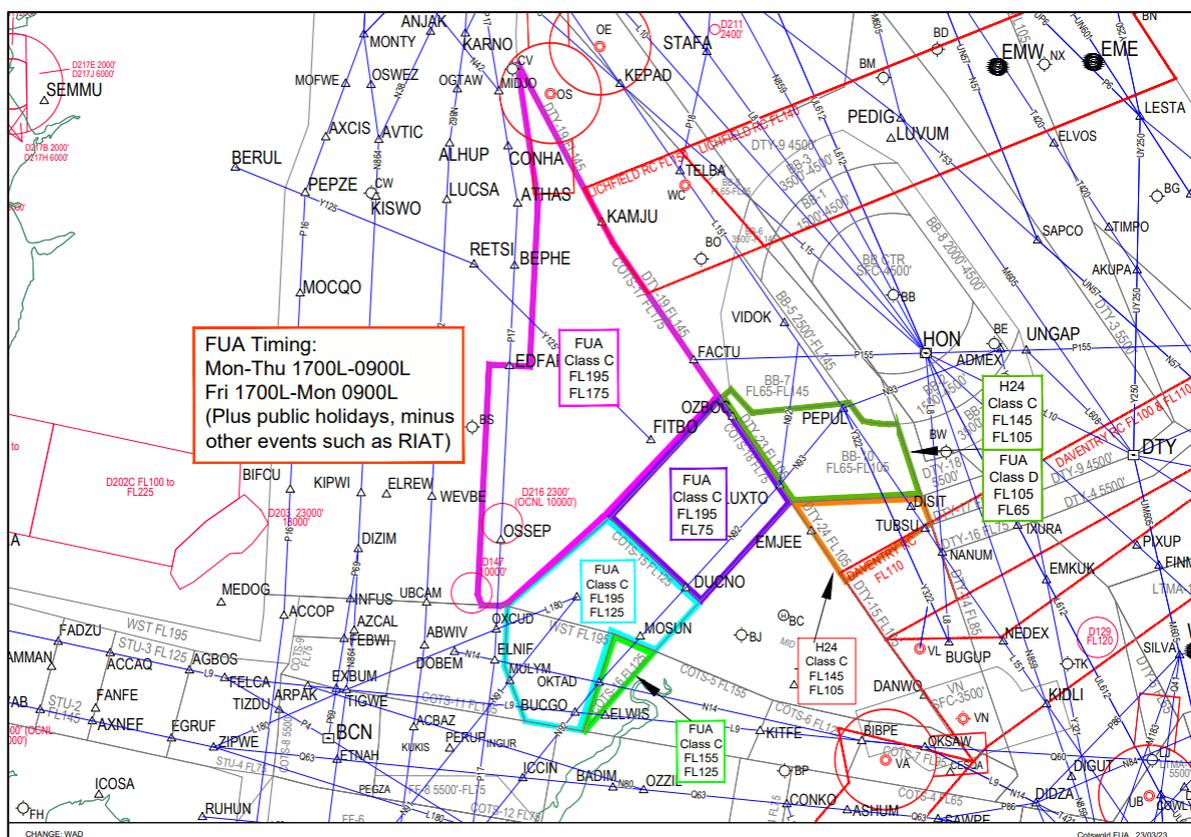
1. The area concerned;
2. The upper limits of a Flight Level and not an altitude AMSL;
3. Expected launch time and location of launch site;
4. Time of entry into and duration within Class A airspace;
5. The number of gliders and associated callsigns;
6. Name and telephone contact number.

A.2.2.3 LAC GS West will inform the LAC Operations Supervisor and Swanwick (Mil) West Supervisor of activity above FL145. Activation of the requested areas will only be initiated when the GS West has authorised the activity. Cardiff ATC are to inform the pilot, with the reason and a permitted time when activation will be allowed, if applicable.

A.2.2.4 The glider pilot on passing FL120 will establish 2-way RTF contact with Cardiff ATC on frequency 125.855 MHz in the climb and will remain in RTF contact with Cardiff ATC regardless of the activation level and will report leaving the activated area in the descent.

- A.2.2.5 During the period of gliding activity up to FL195, LAC & Cardiff controllers shall ensure that aircraft within the Cotswold and PEPZE CTAs at or below the maximum level notified remain clear of the of the buffer zone laterally or vertically.
- A.2.2.6 If demand is high, to save RT the Cardiff Watch Manager/SCOD may elect to activate the Gliding Areas for a period of time, for a maximum time of 2 hours.
- A.2.2.7 When the Areas are activated for a defined period RT checks in the climb and descent are not to be made. At the time activation finishes, all gliders are to be clear of controlled airspace.
- A.2.2.8 Cardiff ATC Watch Manager/SCOD shall inform the LAC GS West on completion of all gliding activity regardless of the activation level.

### A.2.3 Cotswold FUA



- A.2.3.1 Dimensions of the Cotswold FUA is defined as an area as published in the UK AIP ENR 6.
- A.2.3.2 Hours of Cotswold FUA
  - A.2.3.2.1 Cotswold FUA Procedure is available Mon to Thurs 1700-0900 (1600-0800), Friday or the day preceding a PH 1700 (1600) to 0900 (0800) Mon or the day following a PH.
- A.2.3.3 RNAV1 Routes and STARs within the Cotswold FUA
  - N91: Only available for traffic inbounds to Birmingham.
  - N92: Only available for traffic departing Birmingham.
  - Y125: Only available as a tactical offload route for Heathrow arrivals
  - FIGZI 1B arrival for Birmingham: FIGZI BIFIN GROVE

A.2.3.4 When Cotswold FUA is available, LAC Swanwick and NATS Cardiff will vector aircraft to remain clear of any OSSEP Gliding Area activity including the 5nm buffer.

### **A.3 Aircraft Equipment**

A.3.1 Gliders must be equipped with radios appropriate for the task, GPS to assist navigation and must remain within the confines of the OSSEP Gliding Areas at all times.

### **A.4 Radio Failure**

A.4.1 Pilots in receipt of a clearance to enter controlled airspace who experience actual or suspected Radio Failure prior to entering shall not enter controlled airspace.

A.4.2 Pilots operating within controlled airspace experiencing actual or suspected Radio Failure shall vacate controlled airspace by descent and land at a gliding club as soon as possible.

A.4.3 Pilots are to report any RTF failure to Cardiff ATC as soon as practicable after landing.

### **A.5 Emergencies**

A.5.1 Not Applicable.

## ANNEX B

### TELEPHONE COMMUNICATIONS

Effective: 23/03/2023

ORGANISATION	TELEPHONE NUMBER/S
London Control (Swanwick) Operations Supervisor	01489 612420
NATS Cardiff Watch Manager	01446 712564
78 Squadron, Swanwick West Supervisor	01489 612417
London Area Control GS West	01489 612413
Bristol and Gloucestershire Gliding Club	01453 860342
South Wales Gliding Club	01291 690536
Cotswold Gliding Club	01285 702100
Midland Gliding Club	01588 650206
Herefordshire Gliding Club	TBA at time of request
Black Mountains Gliding Club	01874 711463
Swanwick ATM Procedures	<a href="mailto:1allATCprocedures@nats.co.uk">1allATCprocedures@nats.co.uk</a>

## ANNEX C

### ACRONYMS AND DEFINITIONS

Effective: 23/03/2023

ACRONYM	DEFINITION
A self-sustaining glider	An aircraft with the characteristics of a non-power-driven glider which is fitted with one or more power units capable of sustaining the aircraft in flight, but which is not designed or intended to take off under its own power.
AMSL	Above Mean Sea Level
ATC	Air Traffic Control
CTA	Control Area
FL	Flight Level
FUA	Flexible Use of Airspace
GAT	General Air Traffic All flights conducted in accordance with the rules and procedures of ICAO and/or the national civil aviation regulations and legislation. <i>Note: GAT can include military flights for which ICAO rules and procedures satisfy entirely their operational requirements.</i>
Glider	A non-power-driven, heavier than air aircraft, deriving its lift in flight chiefly from aerodynamic reactions on surfaces which remain fixed under given conditions of flight.
GPS	Global Positioning System
GS	Group Supervisor
LAC	London Area Control
MHz	Megahertz
nm	Nautical Miles
PH	Public Holiday
RNAV	Area Navigation
RTF	Radio Telephonic Frequency

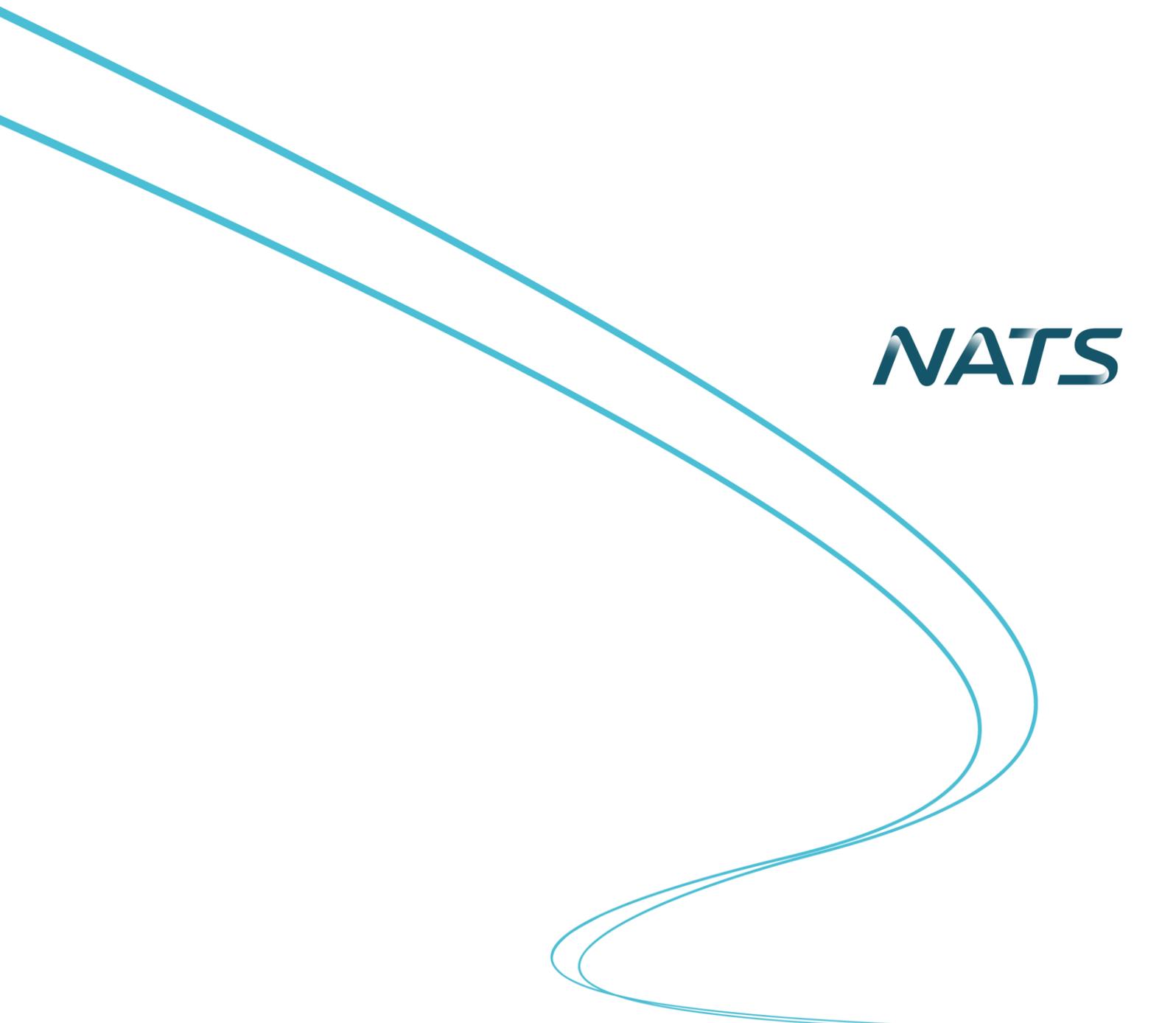
SCOD	Senior Controller On Duty
STAR	Standard Terminal Arrival Routes
UK AIP	United Kingdom Aeronautical Information Publication
VFR	Visual Flight Rules

**ANNEX D**

**CHECKLIST**

**Effective: 23/03/2023**

<b>SECTION</b>	<b>EFFECTIVE DATE</b>	<b>REVIEW DUE BY</b>
Front Part	23/03/2023	23/03/2025
Annex A	23/03/2023	23/03/2025
Annex B	23/03/2023	23/03/2025
Annex C	23/03/2023	23/03/2025
Annex D	23/03/2023	23/03/2025



***NATS***