



CASA Canberra Office,  
Aviation House, Board Room  
16 Furzer St, Phillip ACT 2606

Date: 28 November 2019, 10:00 – 15:00

## MEETING NOTES

Item No	Item	
<b>1. OPENING</b>		
<b>2. REVIEW OF ACTION ITEMS</b>		
<i>A review and status update of any open action items from previous meetings.</i>		
<b>3. PRIORITY SAFETY MATTERS</b>		
<i>Agenda items brought forward by CASA or members relating to safety issues where action is considered necessary.</i>		
3.1	Emerging risks in the RPAS sector – <i>discussion</i>	
3.2	CASA's position on the Significant Seven and safety data analytics	
<b>4. POLICY PROPOSALS</b>		
<i>Consultation/endorsement of a policy position.</i>		
4.1	Update on the multi-engine helicopter class rating TWG – <i>discussion</i>	
<b>5. PROJECT INITIATION</b>		
<i>Proposals to commence activity on a significant piece of work (including Technical Working Groups, etc).</i>		
5.1	Flight Operations suite transition – ASAP standing agenda item – <i>discussion</i>	
5.2	Review of Aviation Medicine (CASR Part 67)	
<b>6. OTHER BUSINESS</b>		
6.1	Technical Working Group update (Secretariat)	

## 1. OPENING

The Chair welcomed all ASAP members and observers to the fourth and final meeting of 2019. The Chair also welcomed Mr Roger Crosthwaite and Mr Simon Moore who attended the meeting as observers.

Apologies had been received from Mr Jim Davis.

Mr Crawford proposed amendments to the minutes from the meeting on 12 September 2019 out of session. These were noted and agreed by all Panel members in attendance.

In opening remarks, the Chair noted that 2019 had been particularly busy with many Technical Working Group (TWG) meetings and he had received positive comments from industry on the progress of the ASAP and TWGs.

Mr Crawford updated the Panel on CASA's regulatory reform and informed them on the status of the progress of the MOSs and guidance material, noting the significant amount of work still to be completed. He also acknowledged that CASA is undergoing the Regulatory Services and Surveillance Transformation (RSST) program which involves a significant organisation cultural change.

The ASAP reaffirmed their commitment to assist CASA in the successful delivery of the regulations and strongly encouraged CASA to continue to engage and work with industry during the final regulatory development phases and during the implementation phase. The Panel endorsed the view that an implementation period of at least 12 months from the time that CASA is ready to begin the process is necessary and the Panel agreed that their advice to the DAS would support any CASA decision to delay the commencement date of the flight operations regulations to achieve this.

The Panel requested for an update on the RSST program to be a standing agenda item for future ASAP meetings.

<b>Action / Recommendation</b>	The ASAP:  (1) Strongly recommends industry is afforded 12 months to transition to the future flight operations regulations from the time CASA has the appropriate artefacts completed. The Panel notes this may require a delay to the current commencement date of 25 March 2021.  (2) Requests for CASA's Regulatory Services and Surveillance Transformation (RSST) program to be a standing agenda item at future meetings.
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## 2. REVIEW OF ACTION ITEMS

Action items from the previous meeting were reviewed and are recorded at Attachment 1 and, where appropriate, below.

### **2017-2/2 – In progress.**

Mr Crawford provided an update to the ASAP on progress and advised that CASA has informed the ABAA.

**2018-1/1 – In progress.**

Mr Simon Moore informed the Panel that the majority of respondents in the Australian Industry Standards Skills Forecast for Aviation reported experiencing a staff shortage in a range of sectors within the industry. Mr Moore noted that the government is implementing a range of measures in response to the report. He also advised that the legislation to increase FEE-HELP for students undertaking approved aviation courses is yet to receive royal assent and is expected to commence from 1 January 2020. The Chair noted that this item was raised under the safety caveat where some concerns were raised that pilot standards may be lowered to reduce the pressure on the pilot shortage. The ASAP discussed the commentary associated with lowering standards, particularly in the context of importing overseas pilots. The ASAP are to keep a watching brief on this matter.

**2019-1/3 – Closed.**

The Chair informed the ASAP the first meeting of the 'Licensing and Flight training TWG' is 4 – 5 December with the intention to identify the 'pain-points' affecting industry in CASR Parts 61, 141 and 142.

**2019-1/4 – Closed.**

The Chair informed the ASAP that the Part 66 TWG will meet in early-2020. This agenda item will be updated through the TWG update.

**2019-1/5 – In progress.**

Mr Walker informed the Panel that CASA still has an appetite to enter a Memorandum of Understanding (MoU) with ASQA, however this is not a priority for ASQA. The ASAP noted that, unlike the majority of other VET Qualifications, the various Aviation VET qualifications are not the licence to practice. The current system of tying Government funding for flight training to a VET Diploma is anomalous when the licence to practice is a separate qualification issued by CASA. Mr Gissing raised that there are industry concerns with the VET Student Loan system. The Chair suggested Mr Gissing and Ms Fleming produce a paper which highlights industry concerns on this matter. The Panel will consider the paper at the next meeting with a view to empower Mr Walker in revising the MoU discussions with ASQA.

**2019-2/5 – Closed.**

The ASAP Secretariat has established a communications strategy for the TWG Expression of Interest (EOI) which will be completed before the next meeting.

**3. PRIORITY SAFETY MATTERS AND EMERGING RISKS**

**3.1 Emerging risks in the RPAS sector (Discussion)**

Mr Reece Clothier raised the issues and safety areas emerging in the future of the RPAS sector for discussion. He noted that there is a lot of activity in lower-air-space operations, with the emerging sector of urban air mobility in addition to the growing drone sector.

He highlighted the concept of future airspace integration which refers to the managing of all different types of airspace users and notes that this is currently out of scope with the current Air Traffic Management (ATM) framework. Mr Clothier also noted the importance of having more discussion on the needs required for future airspace integration, particularly as Australia takes the lead in air mobility. The Panel discussed the difficulty to find the relevant information for the RPAS sector and requested Mr Clothier provide a briefing on the emerging matters and risks in the RPAS sector at the next meeting.

Additionally, the Chair noted that for the Panel to provide advice on risks in the industry, members need to have a better understanding of the matter. The Panel agreed to add 'Emerging risks/areas of interest' to the ASAP Meeting Agenda for future meetings. Mr Clothier added that the emerging areas and risks of the RPAS sector is an issue for the whole airspace community to solve and the

drone community wants the input of traditional aviation. Mr Simon Moore added that the Department supports the topic being discussed at ASAP meetings and that there is a policy statement on RPAS being released by the Department.

<b>Action / Recommendation</b>	<p>The ASAP:</p> <p>(1) <b>Requests</b> Mr Clothier provides a briefing to the Panel on the emerging matters and risks in the RPAS sector at the next ASAP meeting.</p> <p>(2) <b>Agreed</b> to add ‘Emerging risks/areas of interest’ to the ASAP Meeting Agenda.</p>
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### 3.2 CASA’s position on the Significant Seven and safety data analytics (Discussion)

Mr Gissing asked for CASA’s view on the international work on the Significant Seven and stated that it was important for CASA to agree on a bowtie model that produces a common language for risk assessment.

Mr Crawford informed the ASAP that CASA uses Power BI for data analytics and has been using the bowtie model for some time and is aligned with the framework adopted by the Civil Aviation Authority (CAA) in the UK.

The ASAP requested CASA to provide a briefing at the next meeting on its use of safety data analytics and the information it can provide on emerging risks in industry.

<b>Action / Recommendation</b>	<p>The ASAP:</p> <p>(1) <b>Requests</b> CASA to provide a briefing on its use of safety data analytics at the ASAP 2020-1 meeting.</p>
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## 4. POLICY PROPOSALS

### 4.1 Update on the multi-engine helicopter class rating TWG (Discussion)

Mr Cronin requested an update on the Multi-engine Helicopter Class Rating TWG that the Panel agreed to establish at the ASAP 2019-3 meeting on 19 September 2019. The Chair advised that the Licensing and Flight Training TWG, also established at the ASAP 2019-3 meeting, is now larger than originally planned to ensure that enough issues are put on the table, noting there are different ways to resolve them. Mr Crosthwaite, the CASA Lead for the Licensing and Flight Training TWG, noted that the TWG may decide that a small group of specialists work to resolve specific matters, such as the multi-engine helicopter class rating.

## 5. PROJECT INITIATION

### 5.1 Flight Operations Transition (ASAP Standing Agenda Item)

Mr Crawford updated the ASAP on the development of CASR Parts 103, 105 and 131 (the ‘3-pack’). He informed the Panel that CASA will be establishing its own technical working group for Part 131 MOS development, with the first meeting to occur in early 2020.

Mr Walker updated the Panel on the independent risk assessment on the passenger-seat limit in CASR Part 135 and advised members of the next steps of the process. He noted that CASA is expecting preliminary results in mid- to late-December, with a final report by the end of January. Mr Walker advised that the ASAP and the Part 135 TWG will be informed of CASA’s decision on the passenger seat-limit as soon as practicable after the CASA Board has been informed.

## 5.2 Review of Aviation Medicine (CASR Part 67)

Mr Walker proposed to establish a TWG on CASR Part 67 (Medical) as CASA intends on conducting a review of aviation medicine. He noted that the regulation has not been reviewed since the 2000s and since then there have been changes in aviation medicine and science, and that there should be an alignment between CASA and other National Aviation Authorities (NAAs).

The Panel discussed the scope of the review with Mr Walker adding that the review needs to be holistic and look at all areas of aviation medicine.

The ASAP discussed the membership of the TWG where it was agreed that members would need to be appropriately qualified medical professionals who can speak to the different sectors within the industry. The Panel also discussed the need to ensure that operational personnel are on the TWG as they can provide the perspective of the 'end user'.

<b>Action / Recommendation</b>	The ASAP:  (1) <b>Agrees</b> to establish a Technical Working Group to review CASR Part 67.
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## 6. OTHER BUSINESS

### 6.1 Technical Working Group update

Mr Di Toro provided a brief update on TWG activities since the last meeting. He informed the ASAP that the Part 121 MOS TWG met in Sydney on 19 November 2019 for the first of a few meetings to review smaller sections of the technical draft MOS to discuss any outstanding matters prior to public consultation. Both CASA and the TWG members provided positive feedback after the meeting and will next meet in early 2020.

Mr Di Toro also informed the Panel that the Part 138 MOS TWG met via teleconference on 12 November 2019 as the majority of members were unavailable for an in-person meeting. Comments received from some members on the TWG are that the MOS is too prescriptive in some areas. The Panel discussed that being overly prescriptive should be avoided in a MOS, however it was also noted that a MOS is still legislation and as a result would be more difficult to read than a plain English guide. The Chair highlighted that CASA would have benefitted from earlier consultation with the TWG. The Panel strongly encouraged CASA to engage with industry as early as possible in the development process of the MOS.

Mr Buttell informed the Panel that after the Charter Maintenance TWG reports were provided to the ASAP and that CASA opened public consultation on the policy proposal on 20 November and closes on 22 December.

<b>Action / Recommendation</b>	The ASAP:  (1) <b>Notes</b> the update on the Technical Working Group activities.
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**CHAIR**

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Prof Patrick Murray

**ATTENDING PANEL MEMBERS**

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Mr Michael Monck

Dr Reece Clothier

Mr Graeme Crawford

Mr Rob Walker

Ms Adrienne Fleming

Mr Ray Cronin

Mr John Gissing

**APOLOGIES**

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Mr Jim Davis

**OBSERVERS**

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Mr Matthew Bouttell      ASAP Secretariat  
Civil Aviation Safety Authority

Mr Matthew Di Toro      ASAP Secretariat  
Civil Aviation Safety Authority

Mr Simon Moore      Executive Director Aviation and Airports  
Department of Infrastructure, Transport, Cities and Regional Development

Mr Roger Crosthwaite      Manager Flight Standards Branch  
Civil Aviation Safety Authority

**ATTACHMENT 1**

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Updated Action Register

Reference	Action/Recommendation	Responsible	Status
2017-2/2	CASA to provide further advice on issues raised by panel members: - Multiple flight testing requirements for flight examiner ratings - Recognition of foreign simulator training	CASA	2019-4 : Mr Crawford provided an update to the ASAP on progress and advised CASA has informed ABAA.
2018-1/1	ASAP to maintain a watching brief on potential issues arising from shortages of skilled aviation personnel.	ASAP/ Department	2019-4: Mr Simon Moore provided an update to the ASAP and noted that the government is implementing a range of measures in response to the AIS Skills Forecast for Aviation report. The ASAP are to keep a watching brief on this matter.
2019-1/3	ASAP requests Mr Davis to collate a list of specific issues experienced with CASR Parts 61 and 141/142 from all members for ASAP consideration and recommendation to CASA at the next meeting.	Mr Davis CASA/Chair	Closed. The first meeting of the 'Licensing and Flight Training TWG' was on 4-5 December 2019.
2019-1/4	ASAP requests CASA to provide a detailed update on the progress of the CASR Part 66 PIR. Members are to provide feedback and input to the Chair on specific issues relating to the Part 66 PIR to develop into a paper for ASAP consideration.	CASA/ASAP	Closed. This action item will be updated through the TWG update.
2019-1/5	CASA to provide an update on the discussions between CASA and ASQA.	CASA/ Department  Mr Gissing/ Ms Fleming	2019-4 update: Mr Walker provided an update to the ASAP and the Panel will maintain a watching brief on the matter. Mr Gissing and Ms Fleming will produce a paper to highlight industry concerns on the matter for ASAP consideration with a view to empower CASA in revisiting the MoU discussions with ASQA.
2019-2/5	The ASAP Secretariat to send out communications informing industry of the TWG EOI register.	Secretariat	Closed. The ASAP Secretariat has established a communications strategy for the TWG Expression of Interest (EOI) which will be completed before the next meeting.
2019-4/1	Mr Clothier to provide a briefing on the emerging matters and risks in the RPAS sector at the 2020-1 meeting.	Mr Clothier	
2019-4/2	CASA to provide a briefing on its use of safety data analytics at the ASAP 2020-1 meeting.	CASA	