



Videoconference – Microsoft Teams

Date: 3 September 2020, 10:00 – 14:15

MEETING NOTES

Item No	Item	
1. OPENING		
2. REVIEW OF ACTION ITEMS		
	<i>A review and status update of any open action items from previous meetings.</i>	
3. PRIORITY SAFETY MATTERS		
	<i>Agenda items brought forward by CASA or members relating to safety issues where action is considered necessary.</i>	
4. EMERGING RISKS AND AREAS OF INTEREST		
	<i>Aviation safety related emerging risks or areas of interest for discussion and/or notice.</i>	
4.1	RPAS development and integration update – ASAP standing agenda item <ul style="list-style-type: none"> Strategic regulatory issues in Unmanned Aircraft Systems (UAS) sector 	
5. POLICY PROPOSALS		
	<i>Consultation/endorsement of a policy position.</i>	
6. PROJECT INITIATION		
	<i>Proposals to commence activity on a significant piece of work (including Technical Working Groups, etc).</i>	
6.1	Flight Operations suit transition – ASAP standing agenda item <ul style="list-style-type: none"> Part 138 MOS update (Roger Crosthwaite) 	11:00
6.2	Regulatory Services and Surveillance Transformation – ASAP standing agenda item	
6.3	Proposal to establish an Unmanned Traffic Management (UTM) TWG (Dr Clothier)	
6.4	Community Service Flight (CSF) instrument review (Mr Crawford)	
6.5	Part 135 Seat break review update (Mr Crawford)	
7. OTHER BUSINESS		
7.1	Flight Crew Licensing TWG update – ASAP standing agenda item	
7.2	TWG status update (ASAP Secretariat)	

1. OPENING

The Chair welcomed all Aviation Safety Advisory Panel (ASAP) members to the third meeting of the Panel for 2020 which was being held via videoconference.

In his opening remarks, the Chair welcomed the new ASAP members, Mr Malcolm Sharp and Mr Mark Awad, who were appointed by the Director of Aviation Safety (DAS) to serve a two-year term on the Panel. The Chair also noted that Mr John Gissing had been invited to extend his term for an additional 12-months.

The Chair discussed the role of the ASAP which is to provide independent industry advice to the CASA DAS. He noted that the role of an ASAP member is not as a representative of an organisation or affiliation, but as an industry leader from their relevant sectors of the industry. The Chair also discussed the work of the ASAP's Technical Working Groups (TWGs) who often review draft policy proposals or regulations. The TWGs advise the ASAP on their views, of which the ASAP then provide a formal recommendation to the DAS. The Chair emphasised that this consultation process is to ensure that CASA makes informed decisions, noting that CASA is the final decision maker.

The Minutes of the previous meeting were approved by the Panel.

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 informed members that there was no further update in recognising foreign simulator training as the work focus has been in other areas. The ASAP is to maintain a watching brief.

2018-1/1 – In progress.

The Chair raised that the industry outlook of the International Civil Aviation Organisation (ICAO) is that there will still be a shortage of skilled personnel after COVID-19. In discussion it was noted that despite media focus on passenger carrying operations, there is still activity in general aviation, particularly in-flight training and charter operations. While available data from the Department was not applicable to all operators, it showed that there is an increase in charter activity compared to pre-COVID levels but was dependent on where operators are located. A significant risk in regional aviation had been identified as being a shortage of skilled personnel and it was noted that there has been a noticeable increase in personnel returning to regional aviation, also with an increase in engineers returning to general aviation. The Panel discussed that it is likely that the shortage of skilled aviation personnel could re-emerge, particularly given the resulting impact on workforce changes. The ASAP is to maintain a watching brief on this matter.

2019-1/5 – In progress.

Panel members provided papers to highlight issues regarding the misalignment between CASA and ASQA (attached). Mr Walker informed the Panel that CASA intends to reinvigorate the relationship with ASQA and recommence conversations. The ASAP recommended that members of the industry be involved in the conversations between CASA and ASQA.

2020-1/2 – Closed.

The ASAP considered a paper from Dr Clothier on strategic regulatory issues in the Unmanned Aircraft Systems (UAS) sector (see agenda item 4.1).

2020-1/5 – Closed.

Mr Crawford updated the ASAP on current activities related to the Part 135 seat-break (see agenda item 6.5).

2020-2/1 – In-progress.

Mr Crawford advised that CASA is working on alleviating the issue of congestion using ground-based navigation aids for IFR training. CASA is considering changes to CASR Part 61 flight testing and examining standards and allowing GNSS approaches which will reduce the requirement to access ILS and consequently alleviate the issue. The Panel discussed the use of simulators for IFR training and noted there is an opportunity to integrate simulation into early training, particularly for multi-engine training. Mr Crawford stated that CASA supports the use of simulators in-principle. The Panel supports this initiative and looks forward to updates.

2020-2/2 – Closed.

Mr Crawford's proposed amendments to the Part 66 TWG tasking instructions were supported. Mr Crawford advised that there are plans to establish the Part 147 sub-set of the Part 66 TWG.

2020-2/3 – Closed.

Mr Crawford and Mr Roger Crosthwaite (CASA) provided an update on the Flight Crew Licensing TWG (see agenda item 7.1).

2020-2/4 – Closed.

Mr Walker advised that there are a few different opportunities to engage with individuals who register on the TWG EOI including, but not limited to, providing advanced notice of public consultation, or seeking their feedback on regulatory communications packages. Mr Walker added that the current survey is out of date and a new survey will be released in the next couple of months.

3. PRIORITY SAFETY MATTERS

3.1 Expiry of COVID-19 alleviations

Mr Crawford raised the issue that the alleviations provided to industry as relief during the COVID-19 crisis are scheduled to expire in March 2021. He added that CASA is not in a position to continually extend the alleviations and there is concern over the retention of skills

There was an inquiry about alleviations for helicopter flight examiners due to an acute shortage and the current closure of state borders.

Mr Walker advised that despite efforts by CASA to promote the return of flight training activity and the recommencement of theory examinations in Melbourne, there is currently no appetite from the Victorian Government in providing exemptions to Stage 4 lockdown restrictions. He advised that CASA's Aviation Safety Advisors are getting back out into the field, with a focus on engaging with general and recreational aviation to ensure people are fit to return to flying activities in terms of health and wellbeing, currency and the readiness of aircraft. The Chair informed the panel that research on "Skill – Fade" had determined that degradation of cognitive skills occurred more quickly and were slower to regain than technical skills. The Panel considered that the proficiency of large numbers of individuals returning to operations after long periods of stand-down is a significant issue.

4. EMERGING RISKS AND AREAS OF INTEREST

4.1 RPAS development and integration update

CASA Director of Aviation Safety (DAS) and Chief Executive Officer (CEO), Mr Shane Carmody, joined the ASAP meeting for this agenda item.

Mr Carmody stated that he is interested in industry's view on Airservices' Request for Information (RFI) on an Unmanned Traffic Management (UTM) Flight Information Management System (FIMS) Prototype.

The program was supported in that it represents much needed first steps to understand and evaluate possible technical solutions to UTM. However, it should only be viewed as an evaluation/information gathering exercise and that industry believes significant and broad reaching stakeholder discussion is needed before a specific implementation or model for airspace integration can be put forward. The RFI contains caveats that provide industry a degree of reassurance that the program does not represent a formal government view on the future architecture for UTM nor a model for the provision of future services. Similar statements are made in the *National Aviation Policy Issues Paper on Emerging Aviation Technologies*. Industry has three major concerns:

- Technology discussion proceeds open discourse on the establishment of clear policy and a suitable regulatory framework for UTM.
- The UTM discussion is siloed. Discussion on UTM should be within the context of a broader strategic vision, operational concept and roadmap for Australian Airspace and ATM.
- Lack of stakeholder discussion. Proactive, substantive and broad stakeholder engagement is critical to ensure a future airspace operational model that meets current and emerging user needs, is cost effective, provides a fair basis for commercial industry participation, and in turn, provides an environment that enables ongoing safety innovation.

Mr Moore informed the Panel the Department had released the *National Aviation Policy Issues Paper on Emerging Aviation Technologies* which involved input from 23 government agencies. He outlined that there is a role for an Air Navigation Service Provider (ANSP) where there is some centralisation of services which roughly aligns with other states around the world. Mr Moore noted that there were key questions to ask such as: ‘how many functions should sit with the ANSP?’ and ‘how many should sit in industry?’ He added that the government wants a competitive service offering environment where there is a shift to the type of traffic management system that looks different to today’s and considers more than solely the ‘safety’ aspect.

In response to an enquiry about the funding model that would support research, development, and implementation (as this is a key issue for the parts of the industry who presently fund aviation), Mr Moore confirmed that the funding model will be looked at.

Mr Carmody stated that CASA wants to be more involved with the development of a UTM system, noting that CASA regulates the airspace and is eager to ensure equities are managed. He added that CASA wants to be involved in industry consultation on what is being proposed, including on a multilateral basis.

Panel members stated that the safety aspect of the future of UTM must be the highest priority and that it is important to understand what the operating models are before establishing a TWG as this can assist in developing the TWG’s tasking instructions. There are fundamental regulatory matters that need to be explored, which will take time. The ASAP requested CASA provide a briefing on its current thinking on a regulatory framework to support UTM in the future.

The ASAP agreed in-principle to establish a TWG to support CASA to look at the opportunities for a regulatory framework which will consequently support the technical discussions which are far advanced. The tasking instructions for the TWG will be developed after the briefing from CASA.

Action / Recommendation	<p>The ASAP:</p> <ol style="list-style-type: none"> (1) Agrees in-principle to establish a UTM TWG, with the tasking instructions to be confirmed. (2) Requests CASA to provide a briefing to the ASAP on its work to develop an Australian strategic plan/framework for airspace and UTM related activities; and, to respond to the positions put forward in the strategic risks paper (as tabled).
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5. POLICY PROPOSALS

There were no policy proposals raised.

6. PROJECT INITIATION

6.1 Flight Operations Regulations Transition (ASAP Standing Agenda Item)

Mr Crosthwaite updated the Panel on the development of the Part 138 MOS and the results of the recent public consultation. He advised that the results of the public consultation reconfirmed the issues raised by the TWG, with the five major issues including: the size and complexity of the MOS, helicopter performance standards, aerial work passengers, aerial work training, and training and checking. Mr Crosthwaite advised that he had begun conversations with TWG members to explain the proposed way forward to amend CASR Part 138 and the MOS and had received positive and supportive feedback. CASA intends to meet with the TWG in the next few weeks. Mr Crawford added that for some proposals, the responses in the public consultation offered opposite views which can make it challenging for CASA to address all feedback. The Panel were encouraged by the update, adding that the public consultation validated the advice the ASAP provided the DAS.

6.2 Regulatory Services and Surveillance Transformation (RSST) (ASAP Standing Agenda Item)

Mr Crawford advised that regulatory services activity has not reduced during the COVID-19 crisis, adding that some tasks and requests have been more complex. He informed the Panel that the Regulatory Services and Surveillance Transformation (RSST) project is due to be completed by June 2021 and noted that over 80% of CASA staff are being trained on the new methodology of the regulations and change management. Panel members enquired if the CASA training could also be available to industry. Mr Crawford to investigate providing the training to members of industry.

Action / Recommendation	<p>The ASAP:</p> <p>(1) Requests CASA to investigate the possibility of providing internal training on the new methodology of the regulations and change management to members of industry.</p>
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6.3 Proposal to establish an Unmanned Traffic Management (UTM) TWG

The ASAP discussed this item concurrently with agenda item 4.1.

6.4 Community Service Flight (CSF) instrument review

Mr Crawford informed the Panel that CASA is conducting a review of the effectiveness of the Community Service Flight (CSF) instrument which was implemented in March 2019. He explained that the review will look at the data recorded in logbooks by pilots conducting a CSF flight, noting this excludes any positioning flights. The Chair enquired whether maintenance issues were causal for some of the previous incidents and accidents involving CSF flights. Mr Crawford explained that CASA holds the view that the requirements should have a maintenance element. He also noted that CASA would have liked to have prescribed further requirements but listened to community feedback. The approach was supported, panel members noting that CASA has taken the right approach where the requirements are reasonably comparable to other nations with CSF requirements.

The Chair enquired about the possibility of further education for CSF pilots as safety enhancement. Mr Walker stated that CASA had offered to provide direct training and engagement to CSF organisations. It was suggested CASA communicates broadly that it is following through on its commitment to review the instrument. Mr Crawford agreed and added that the review will allow CASA to verify whether the instrument, or elements within the instrument, are appropriate.

6.5 Part 135 Seat break review update

Mr Crawford discussed the results of the independent risk analysis on the Part 135 seat-break. He advised CASA’s conclusion from the results is to leave the seat-break as is currently written in the Civil Aviation Safety Regulations (CASRs). Mr Crawford informed the Panel that the reason for this is that CASA is not comfortable with the data received to increase the limit, however, CASA will develop a policy pathway for alternatives. He added that CASA will inform the TWG of decision, noting that the approach may not be welcomed. Mr Crawford noted that CASA would like to encourage operators to add technology to their aircraft which is a reason for CASA to develop a pathway. He added that the important point is that CASA will not close off the option for an increased seat limit, however operators will need to prove to CASA how they would mitigate the associated risks.

7. OTHER BUSINESS

7.1 Flight Crew Licensing TWG update (ASAP Standing Agenda Item)

The Chair informed the Panel that direct contact was made to him by a couple of TWG members after the recent Flight Crew Licensing TWG meeting. He advised that strong concerns were raised regarding the lack of progress to resolve some of the identified ‘pain-points’ which were raised at the TWG’s first meeting in December 2019. The Chair added that there appeared to potentially be a mismatch of expectations between CASA and industry, where industry expected that more progress would have been made on the ‘pain-points’. Other panel members also received direct feedback that there was dissatisfaction amongst the TWG due to the lack of progress to resolve the items raised.

Mr Crosthwaite advised the Panel that the main purpose of the recent TWG meeting was to regroup and get the project back on track noting that it had been a while since the TWG had met and some work had progressed. He added that it was disappointing and unfortunate to hear some TWG members felt that their issues were being put to the side as this was not the case. He noted that the TWG’s issues register had a list of items which were still open and added that the concerns of the TWG can be effectively managed by updating and managing the open items. Notwithstanding some of the TWG’s disappointment on the lack of progress, Mr Crosthwaite advised the Panel that the TWG and CASA project team are eager to recommence work.

Mr Crosthwaite informed the Panel of the suites of regulatory amendments for flight crew licensing, including the recent August 2020 amendment, which incorporate many exemptions and add corrections. He advised that three of the TWG’s items are currently of focus – specialised training, the multiengine helicopter class rating, and the flight examiner rating. He discussed that the main concern and frustration expressed by industry has been how the flight examiner rating functions and the current focus has been on CASA Form 61-FER. Mr Crosthwaite added that the standards and requirements of the endorsement of the flight examiner rating will need to be worked through with the TWG as the solution to this matter is not simple. Panel members emphasised the importance of the multiengine helicopter class rating which will alleviate many of the issues with the flight examiner rating that is experienced in the helicopter industry and that CASA’s progression on the matter was appreciated.

The ASAP noted CASA’s forward plans for the project and engagement with the TWG, and recommended CASA engage with a sub-set of the current TWG to work through the flight examiner rating ‘pain-points’.

Action / Recommendation	<p>The ASAP:</p> <p>(1) Recommends CASA to form a small sub-set of the current Flight Crew Licensing TWG, to work through the flight examiner rating ‘pain-points’.</p>
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7.2 Technical Working Group (TWG) status update

The Secretariat informed the Panel that the Charter Maintenance TWG is scheduled to meet via videoconference in September. The TWG will be discussing the Summary of Consultation (SOC) and settle outstanding policy matters. He advised the Panel that as a result of the work of the Part 121 MOS TWG, the use of shorter videoconference meetings with TWGs is popular with both CASA and industry due to the increased flexibility and the ability to focus on specific topics. Panel members requested an update on the Part 66 TWG and noted that they intended to meet six months after their previous meeting in January.

Patrick Murray
Chair
September 2020

CHAIR

Prof Patrick Murray

ATTENDING PANEL MEMBERS

Mr Stuart Aggs

Mr Mark Awad

Dr Reece Clothier

Mr Graeme Crawford

Mr Ray Cronin

Ms Adrienne Fleming

Mr John Gissing

Mr Malcolm Sharp

Mr Mark Thompson

Mr Rob Walker

OBSERVERS

Mr Matthew Di Toro ASAP Secretariat
Civil Aviation Safety Authority

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

ATTACHMENT 1

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	2020-3: Mr Crawford advised there was no further update as the work focus has been in other areas. The ASAP is to maintain a watching brief.
2018-1/1	ASAP to maintain a watching brief on potential issues arising from shortages of skilled aviation personnel.	ASAP/ Department	2020-3: The Chair raised ICAO's industry outlook is that there will still be a shortage of skilled aviation personnel in the years after COVID-19. Mr Simon Moore (Department) advised there are currently some instances where there is an increase in charter or general aviation activity compared to pre-COVID levels. The Panel discussed the noticeable increase in personnel returning to regional aviation, specifically engineers, and that it is likely the shortage could re-emerge. The ASAP is to maintain a watching brief.
2019-1/5	CASA to provide an update on the discussions between CASA and ASQA.	CASA/ Department	2020-3: Mr Thompson and Ms Fleming provided papers to highlight issues regarding the misalignment between CASA and ASQA. CASA intends to reinvigorate the relationship with ASQA and recommenced conversations. The ASAP recommends members of industry be involved in the conversations between CASA and ASQA.
2020-1/2	Dr Clothier to present a paper which provides insight to the regulatory and safety challenges associated with the integration of RPAS and traditional aviation, and that also outlines the advice the sector requires from the Panel on these matters.	Dr Clothier	Closed. Dr Clothier presented a paper on strategic regulatory issues in the UAS sector (see agenda item 4.1).
2020-1/5	The ASAP to meet in-session via teleconference when given the Part 135 seat-break independent analysis report.	ASAP	Closed. Mr Crawford updated the ASAP on current activities related to the Part 135 seat-break (see agenda item 6.5).
2020-2/1	CASA to take a lead on moving ahead and coordinating a review of potential solutions to the issue of congestion of IFR training flights at major city airports and ground-based navigation facilities.	CASA	2020-3: CASA is considering changes to CASR Part 61 flight testing and examining standards and allowing GNSS approaches which should provide some alleviation. The Panel discussed the use of simulators for IFR training. CASA supports the use of simulators in-principle. The ASAP supports this initiative and looks forward to updates.
2020-2/2	Mr Thompson and Mr Davis to review Mr Crawford's proposed amendments to the Part 66 TWG Tasking Instructions, and to liaise with the ASAP Secretariat on proposed timelines for the Part 147 sub-set of the Part 66 TWG.	Mr Davis/ Mr Thompson	Closed. Mr Thompson supported the amendments to the Tasking Instructions. CASA advised there are plans to organise the Part 147 sub-set of the TWG.
2020-2/3	Mr Crawford to provide a comprehensive update out of session on the progression of the matters discussed with the Flight Crew Licensing TWG and to outline CASA's intentions on the recommendations.	Mr Crawford	Closed. Mr Crawford and Mr Roger Crosthwaite (CASA) provided an update on the Flight Crew Licensing TWG (see agenda item 7.1).

2020-2/4	Mr Walker to update the Panel on potential opportunities to communicate and engage with individuals on the TWG EOI register.	Mr Walker	Closed. Mr Walker advised options to engage with individuals who register on the TWG EOI including, but not limited to, providing advanced notice of public consultation or seeking feedback on regulatory communication packages. A new TWG EOI survey is expected to be released in the next couple of months.
2020-3/1	CASA to provide a briefing to the ASAP on its work to develop an Australian strategic plan/framework for airspace and UTM related activities; and, to respond to the positions put forward in the strategic risks paper (as tabled).	CASA	
2020-3/2	CASA to investigate the possibility of providing internal training on the new methodology of the new regulations and change management to members of industry.	CASA	
2020-3/3	CASA to form a small sub-set of the current Flight Crew Licensing TWG, to work through the flight examiner rating 'pain-points'.	CASA	