



CASA Brisbane Office,  
Hinkler Room, Level 18  
180 Ann St, Brisbane QLD 4000

DATE: 8 June 2021, 09:00 – 13:40

## MEETING NOTES

Item No	Item	
<b>1. OPENING</b>		
<i>A review and status update of any open action items from previous meetings.</i>		
<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	Flight Operations Regulations Implementation (Chair) – with briefing by Mr Paul Hibberd (CASA)	<b>09:30</b>
<b>4. EMERGING RISKS AND AREAS OF INTEREST</b>		
<i>Aviation safety related emerging risks or areas of interest for discussion and/or notice.</i>		
4.1	Issues arising from shortages of skilled aviation personnel – ASAP standing agenda item	
<b>5. POLICY PROPOSALS</b>		
<i>Consultation/endorsement of a policy position.</i>		
<b>6. PROJECT INITIATION</b>		
<i>Proposals to commence activity on a significant piece of work (including Technical Working Groups, etc).</i>		
6.1	Flight Operations Regulations transition – ASAP standing agenda item <ul style="list-style-type: none"> <li>Delay in guidance material for implementation</li> </ul>	
6.2	Regulatory Services and Surveillance Transformation – ASAP standing agenda item	
6.3	Proposal to establish a Part 101 PIR TWG (Mr Crawford)	
6.4	Proposal to establish an RPAS/AAM Strategic Regulatory Roadmap TWG (Mr Crawford)	
<b>7. OTHER BUSINESS</b>		
7.1	Flight Crew Licensing TWG update – ASAP standing agenda item	
7.2	Liaison with the General Aviation Advisory Network (GAAN) (Chair)	
7.3	CASA New Technologies (Mr Crawford) – with briefing by Mr Roger Crosthwaite (CASA)	<b>10:00</b>
7.4	TWG status update (ASAP Secretariat)	

## 1. OPENING

The Chair welcomed all Aviation Safety Advisory Panel (ASAP) members to the second meeting of the Panel for 2021, with some members participating via videoconference.

The Chair and Panel members welcomed the new Chief Executive Officer (CEO) and Director of Aviation Safety (DAS), Ms Pip Spence to the meeting and congratulated her on her appointment.

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.

### **2019-1/5 – In progress.**

Mr Walker advised CASA met with the Australian Skills Quality Authority (ASQA) and received a positive response in relation to the realisation of the importance to continue further engagement between the agencies. CASA will reengage with ASQA. A Panel member highlighted the importance of ensuring Department of Education are involved with discussions as they have an important role in determining the requirements of tertiary courses. The ASAP will maintain a watching brief on this matter.

### **2020-3/1 – In-progress.**

A Panel member raised the on-going work on airspace policy including the National Policy on Emerging Aviation Technologies (NEAT), the Minister's Airspace Policy Statement and the Australian Future Airspace Framework. He is attending the first industry consultative committee on the NEAT policy and will report any relevant outcomes to the Panel. Mr Mitchell Dunn (Department of Infrastructure, Transport, Regional Development and Communications, DITRC) advised that the airspace papers released by the Department are linked together and the Department is running other forums to progress the work of NEAT, including engagement with the States and Territories. The next iteration of the Airspace Policy Statement is scheduled to be released in October 2021. The ASAP will maintain a watching brief on this matter.

### **2020-3/3 – Closed.**

The Flight Examiner Rating Review Implementation (FERRI) TWG was established out of session and will meet on Friday 11 June.

### **2021-1/1 – In-progress**

Mr Walker presented some data on the number of skilled aviation personnel but acknowledged that for some it was difficult to determine how many were active. He added that CASA would conduct a survey of stakeholders to obtain some more detail. Mr Walker also suggested conducting a risk analysis workshop with the ASAP to analyse the data of skilled aviation personnel and evaluate what the data means for the different sectors and roles. Mr Dunn (DITRC) advised that while immediate personnel shortages eased dramatically in the domestic and international market as airlines responded to the impacts of COVID-19, the market is now showing signs of recovery. Specific roles, regions, or sub-sectors may feel skills pressures more acutely than others as the industry continues to recover from COVID-19 at different rates. Panel members advised that shortages are being experienced in some areas, particularly as the international border closure increases the difficulty of conducting work offshore. The lead time to train aviation personnel is long and therefore it is important to understand the pipeline problem before the industry is back at full capacity. The ASAP will maintain a watching brief on this matter.

### **2021-1/2 – In-progress**

Mr Walker advised that internal discussions were on-going with CASA Flight Standards Branch to determine exactly what the alternate means of compliance would look like and how it could be applied, as well as determining the provision of practical examples for the general aviation sector. Mr Walker will liaise with a Panel member to review the different types of educative materials required for the different areas within general aviation to explain the use of alternate means of compliance.

### **2021-1/3 – In-progress**

The Panel discussed that there is potential for discussion on the different construct for flight examiner rating renewals within the Flight Examiner Rating Review Implementation (FERRI) TWG. The ASAP will maintain a watching brief on this matter.

## **3. PRIORITY SAFETY MATTERS**

### **3.1 Flight Operations Regulations Implementation**

*Mr Paul Hibberd (CASA) joined the ASAP meeting via videoconference to brief the ASAP on this agenda item.*

Mr Hibberd briefed the Panel on the development of guidance material and other implementation artefacts for the flight operations regulations. CASA is currently building upon the critical guidance material that was published in December 2020, prioritised based on availability of staff and criticality for industry. Training of the CASA inspectorate had also commenced. A Panel member asked whether the internal training could be repackaged so it could be provided to industry or whether industry can join the inspectorate training. Another member suggested establishing an 'industry delivery centre' whereby industry would connect with CASA with the purpose of ensuring there is the same point of focus between CASA's Guidance Delivery Centre and industry.

Mr Hibberd confirmed that e-learning modules have been repackaged for industry training. The ASAP emphasised the importance in having formal industry input to the development of guidance material as this has largely not occurred to date. This would allow an opportunity for industry to describe the sorts of guidance material and implementation artefacts they need, as opposed to materials CASA believes industry might need.

*Mr Hibberd left the meeting at this point.*

A Panel member raised the concern that the completion of guidance material and inspectorate training 12 months prior to commencement has not been afforded to industry as was committed by CASA in 2020, noting the commencement of the regulations is in six months. Mr Crawford noted that critical guidance material was published in December 2020, meeting the expectations set by industry and the ASAP. The ASAP discussed the feedback received by some operators who feel they are not ready to transition to the new flight operations regulations. A Panel member explained that while some operators may be well resourced and equipped to manage the commencement, other operators still do not understand the extent of the operational changes. The development of an operational gap analysis would be useful to industry. The DAS confirmed a gap analysis was being developed to assist industry with understanding the operational changes.

Panel members then responded, advising that for one organisation working on the transition the sentiment is that the current published guidance material is sub-optimal, but there needs to be a further understanding as to why this is the perception.

In regard to the gap analysis being provided to industry, it was felt there was the opportunity to change the communications approach whereby industry is taken through the journey of changes they need to be aware of and/or begin implementing in small chunks. Mr Crawford and the DAS agreed that this kind of approach could be road-tested during workshops and consult whether the gap analysis contains everything what industry requires.

A member noted that the Panel would need to be able to explain to the broader industry why they

should accept less than extensive and unambiguous guidance material prior to commencement and suggested that there would be a trade-off between ensuring the safety improvements are in place and then conducting implementation using sub-optimal guidance material. It was added that there is an opportunity to overlay the new regulations to the Sector Risk Profiles (SRPs), determine if there any gaps and whether there is supporting guidance material. Mr Walker agreed and highlighted the importance in understanding the safety imperative which links to the operational gap analysis. Another member suggested involving peak aviation associations and bodies to promulgate to their own memberships implementation materials and communications coming from CASA.

The ASAP agreed to elevate the standing agenda item (agenda item 6.1) to a 'Priority Safety Matter' as the new regulations are safety related and any advice provided to the DAS on implementation would therefore be related to safety. The ASAP also emphasised the importance of the Flight Operations Regulations (FOR) Implementation TWG and strongly recommended expediting its work due to the need for industry engagement on guidance material and for their provision of advice to the ASAP on the material and industry preparedness for transition.

The Panel discussed whether they were in a position to provide advice to the DAS on the timing and method of the transition based upon an assessment of industry 'readiness'. The Panel agreed that they require further data and information from CASA to formulate their advice to the DAS. The data and information include, but not limited to: the provision of an operational gap analysis, the outcomes of the engagement with the FOR Implementation TWG and the outcomes of road-testing materials during industry workshops. It was also noted that given the commencement date is December 2021, the advice to be provided to the DAS would need to be occur relatively soon.

<b>Action / Recommendation</b>	<p>The ASAP:</p> <p><b>Agrees</b> to elevate standing Agenda Item 6.1 – Flight Operations Regulations transition to 'Priority Safety Matters'.</p> <p><b>Strongly recommends</b> expediting the engagement and work of the Flight Operations Regulations (FOR) Implementation TWG.</p> <p><b>Requests</b> CASA to provide further data and information to the Panel to assist with their assessment of formulating advice to the Director of Aviation Safety (DAS) on industry 'readiness' for transition. The data and information should include, but not be limited to the provision of an operational gap analysis, the outcomes of the engagement with the FOR Implementation TWG, and the outcomes of road-testing materials during industry workshops.</p>
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#### 4. EMERGING RISKS AND AREAS OF INTEREST

##### 4.1 Issues arising from shortages of skilled aviation personnel (ASAP Standing Agenda Item).

The ASAP discussed this matter during Action Item 2021-1/1.

#### 5. POLICY PROPOSALS

There were no policy proposals presented at the meeting.

#### 6. PROJECT INITIATION

##### 6.1 Flight Operations Regulations Transition (ASAP Standing Agenda Item)

###### - Delay in guidance material for implementation

This agenda item was discussed with agenda item 3.1.

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

*Mr Craig Martin (CASA) joined the ASAP meeting to brief the ASAP on this agenda item.*

Mr Martin briefed the Panel on the Regulatory Services and Surveillance Transformation (RSST) which will be completed on 30 June and then shift to a period of continuous improvement. He advised that there are no longer any Certificate Management Teams (CMTs) where operators engaged with CASA on an individual basis, but rather they would interact with CASA as an entity. Mr Martin acknowledged that this cultural change would take time to move forward both internally and externally. He explained that surveillance will be conducted based on locations, however CASA's regulatory services is agnostic of locations, with the purpose to allocate applications based on CASA's capability. Mr Martin added that the objective is to improve standardisation.

A Panel member noted the commodity of industry working with a CASA officer they have established a positive working relationship with. Mr Martin acknowledged that the relationships between inspectors and industry were strong, however added that this at times blurred the lines between the regulator and industry. He advised that CASA Stakeholder Engagement Division will expand on industry engagement and the Regulatory Oversight Division will be involved with that. He added that the intention is not to break the inspector-industry relationship but formalise it.

The Panel discussed the function of the Guidance Delivery Centre (GDC). A Panel member suggested ensuring a mechanism to feed some of the outcomes and experiences of the surveillance activity into the GDC so to promote continuous improvement of best practice. A hypothetical example was provided of an operator undergoing an audit that conducts an effective alternate means of compliance which is accepted by the CASA inspector, and therefore would be beneficial to be provided to the GDC.

Another member commended CASA's RSST and referred to earlier comments about the opportunity for an 'industry delivery centre' whereby industry can promote the messages communicated by CASA to ensure both industry and CASA are communicating the same message, particularly in the context of educating people how to conduct the interpretation of the new regulations. Mr Martin agreed and highlighted the importance of expressing the message to industry in the right context, as opposed to just promulgating regulations and guidance material.

### 6.3 Proposal to establish a Part 101 PIR TWG

Mr Crawford advised that CASA had internally conducted a post-implementation review (PIR) of Civil Aviation Safety Regulation (CASR) Part 101 and the Part 101 Manual of Standards (MOS). As a result, there are a series of proposed amendments that CASA would like to consult on with a TWG. A Panel member noted that there is interrelationship between this TWG and the RPAS and Advanced Air Mobility (AAM) Strategic Regulatory Roadmap TWG proposed in agenda item 6.4. The ASAP agreed to establish the TWG.

<b>Action / Recommendation</b>	The ASAP:  <b>Agrees</b> to establish a TWG for the Part 101 post-implementation review (PIR) and <b>supports</b> the proposed tasking instructions.
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### 6.4 Proposal to establish a Remotely Piloted Aircraft Systems (RPAS) and Advanced Air Mobility (AAM) Strategic

## 6.5 Regulatory Roadmap TWG

The Chair advised the Panel of Co-Chair arrangements for the TWG, pending ASAP approval. A Panel member emphasised the importance for maintenance and continuing airworthiness aspects of RPAS to be considered in the design and development of the strategic regulatory roadmap. The ASAP discussed the need to clarify the scope of the design of the regulatory roadmap to ensure that there is a meeting of expectations amongst industry and the government agencies. The ASAP agreed to establish the TWG and endorsed a Panel member as Co-Chair. The ASAP supported the proposed tasking instructions, noting some further minor additions to clarify the scope and interrelationship with other RPAS policy activity both internal and external to CASA, including the Department's NEAT policy work and CASA Part 101 post-implementation review.

<b>Action / Recommendation</b>	The ASAP:  <b>Agrees</b> to establish a TWG for the Remotely Piloted Aircraft Systems (RPAS) and Advanced Air Mobility (AAM) Strategic Regulatory Roadmap; and  <b>Supports</b> the proposed tasking instructions, with further minor additions to clarify the scope.
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## 7. OTHER BUSINESS

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

The Chair highlighted that some flying training operators were still experiencing issues associated with the implementation of Part 141 and Part 142. He noted that while the Panel had acknowledged that CASA did not have the capacity to conduct a full post-implementation review, it agreed to conduct a limited review with the Flight Crew Licensing TWG, focusing on pain-points and quick fixes. The Chair referred to the list of issues identified by the TWG which were still outstanding and enquired whether it was time for a full post-implementation review. Mr Walker asked whether there was opportunity for CASA to place concerted effort in conducting a full review of some of the identified issues. The DAS noted that conducting a post-implementation review runs the risk of deferring the solutions to some of the identified issues as it undergoes a more extensive process. A Panel member explained that the previous CASA Part 61 Task Force conducted a review five years ago and identified many of the same issues. He added that a review was not required but rather actioning and implementing the identified fixes. The ASAP enquired about the resources required to implement the solutions and suggested CASA focuses on a priority list rather than conduct a full post-implementation review. The ASAP also advised that there are many people within industry who are willing and able to assist CASA with the implementation of some of the solutions. Another member added that swift action on resolving the identified issues would bring stronger confidence to industry that their issues are being resolved.

The Chair emphasised the importance of resolving the constraints the flying training industry is experiencing so they are best positioned to handle the post-COVID recovery. Noting CASA's capacity constraints, it was suggested an external review could be conducted, although it was acknowledged that there would still be an element of CASA's capacity constraints that would need to be considered.

The ASAP requested CASA to review the Flight Crew Licensing TWG's issues register and update the status of the progress on the identified solutions. The ASAP also requested CASA evaluate the resources required (including consideration of utilising industry resources) to progress the solutions and outline their estimated timeframes for implementation.

<b>Action / Recommendation</b>	<p>The ASAP:</p> <p><b>Requests</b> CASA to review the Flight Crew Licensing TWG’s issues register and update the progress of the identified solutions; and</p> <p><b>Requests</b> CASA evaluates the resources required (both internally and from within industry) to progress the solutions to the items identified in the TWG’s issues register and outline their estimated timeframes for implementation.</p>
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## 7.2 Liaison with the General Aviation Advisory Network (GAAN) (Chair)

The Chair discussed recent correspondence received from the Chair of the General Aviation Advisory Network (GAAN) relating to closer collaboration with the ASAP, particularly when there is an overlap of issues. The ASAP supported a Chair-to-Chair liaison with the GAAN at the headline level.

<b>Action / Recommendation</b>	<p>The ASAP:</p> <p><b>Supports</b> the Chair engaging and liaising with the Chair of the General Aviation Advisory Network (GAAN) at the headline level.</p>
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## 7.3 CASA New Technologies

*Mr Roger Crosthwaite (CASA) joined the ASAP meeting via videoconference to brief the ASAP on this agenda item.*

Mr Crosthwaite advised the Panel that to be flexible and in preparation for new technology, CASA amended its regulations to incorporate EASA, FAA and ICAO certification standards which facilitate upgrade qualification and user approval pre-requisites for simulators for Upset Prevention and Recovery Training (UPRT). He added that while there are not specific cases to describe his use of Virtual Reality (VR), CASA is in contact with developers interested in establishing a VR capability in Australia for simulation.

The Chair explained the context of the paper and discussed that the ASAP had previously discussed operators presenting alternate means of compliance for the training of ground-based navigation aids in an aeroplane, which could include technologies other than simulators. He enquired about CASA’s processes to evaluate alternate means of compliance. Mr Crosthwaite advised the Panel of discussions occurring in the Personnel Training and Licensing Panel at ICAO. He noted that while Australia has been the lead in Competency Based Training and Assessment (CBTA) for many years, Australia’s current competency-based framework is rather old. He added that the new competency-framework established by ICAO is more human performance centric and that there is opportunity to reshape Australia’s competency-based framework.

A Panel member raised the importance for not just limiting new technologies as an alternate means of compliance for flight crew licensing but there is a benefit to broaden it for all other forms of training. Another member enquired about CASA’s resourcing to focus on current priorities such as the reviews in flight crew licensing regulations and the flight examiner rating, in addition to giving the appropriate amount of focus and emphasis in the emerging technologies and their approval for use in training.

*Mr Roger Crosthwaite left the meeting at this point.*

A Panel member raised the link between competency standards and personnel skill shortages and described that where competencies are not stipulated, operators have utilised digital solutions such as VR which has significantly shortened training time and improved competency outcomes. Technologies such as VR could be used to accelerate training.

The Chair commented that the mechanisms and processes need to be clearer for a small operator, such as a small flying school, to approach CASA with a proposal to utilise other technologies as an alternate means of compliance.

#### **7.4 Technical Working Group (TWG) status update**

The Secretariat updated the Panel on TWG activity since the last ASAP meeting and advised that there have been 200 individuals who have joined at least one TWG since the first TWG met in February 2018. The Secretariat also noted that there will be significant TWG activity upcoming in the next three months. The ASAP discussed the importance for CASA to prioritise its engagement with TWGs, given some individuals are members of multiple groups, to ensure they are not over utilised. It was also noted that there are limited resources within the ASAP Secretariat function to facilitate too many TWGs.

#### **7.5 ASAP Membership update**

Mr Walker advised that the Panel members whose appointments on the ASAP are due to expire on 30 June 2021 will be invited to extend their appointment for 12 months.

Patrick Murray  
Chair  
July 2021



## **CHAIR**

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Prof Patrick Murray

## **ATTENDING PANEL MEMBERS**

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Mr Stuart Aggs

Mr Mark Awad

Dr Reece Clothier (via videoconference)

Mr Graeme Crawford

Mr Ray Cronin

Ms Adrienne Fleming (via videoconference)

Mr John Gissing

Mr Mark Thompson

Mr Rob Walker

## **APOLOGIES**

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Mr Malcolm Sharp

## **OBSERVERS**

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Mr Matthew Di Toro      ASAP Secretariat  
Civil Aviation Safety Authority

Ms Pip Spence            Chief Executive Officer and Director of Aviation Safety  
Civil Aviation Safety Authority

Mr Mitchell Dunn        A/g Assistant Secretary, Safety and Future Technology  
Department of Infrastructure, Transport, Regional Development and  
Communications

## **ATTACHMENT 1**

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Updated Action Register

## **ATTACHMENT 2**

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Meeting papers

Reference	Action/Recommendation	Responsible	Status
2019-1/5	CASA to provide an update on the discussions between CASA and ASQA.	CASA/ Department	<b>2021-2:</b> Mr Walker advised CASA met with the Australian Skills Quality Authority (ASQA) and received a positive response in relation to the realisation of the importance to continue further engagement between the agencies. CASA will reengage with ASQA. Mr Thompson highlighted the importance in ensuring Department of Education are involved with discussions as they have an important role in determining the requirements of tertiary courses. The ASAP will maintain a watching brief on this matter.
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).  (When information becomes available after inter-departmental and agency policy work is finalised.)	CASA	<b>2021-2:</b> Mr Clothier advised the first industry consultative committee on the National Policy on Emerging Aviation Technologies (NEAT) will be meeting and will report any relevant outcomes to the Panel. Mr Mitchell Dunn (Department of Infrastructure, Transport, Regional Development and Communications, DITRC) advised the work the Department is conducting in relation to the policies. He also advised that the next iteration of the Airspace Policy Statement is scheduled to be released in October 2021. The ASAP will maintain a watching brief on this matter.
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	<b>Closed.</b> The Flight Examiner Rating Review Implementation (FERRI) TWG was established out of session and met on Friday 11 June.
2021-1/1	CASA to retrieve the numbers of skilled aviation personnel through its personnel licensing database and any other demographic analysis as appropriate and present findings to the ASAP.	CASA	<b>2021-2:</b> Mr Walker presented some data on the number of skilled aviation personnel but acknowledged that for some it was difficult to determine how many were active. He added that CASA would conduct a survey of stakeholders to obtain some more detail. Mr Walker also suggested conducting a risk analysis workshop with the ASAP to analyse the data of skilled aviation personnel and evaluate what the data means for the different sectors and roles. The ASAP will maintain a watching brief on this matter.
2021-1/2	CASA to consider and expand educative communications to general aviation operators about providing an alternate means of compliance for the use of simulators for IFR training using ground-based navigation aids.	CASA	<b>2021-2:</b> Mr Walker advised that internal discussions were on-going with CASA Flight Standards Branch to determine exactly what the alternate means of compliance would look like and how it could be applied, as well as determining the provision of practical examples for the general aviation sector. Mr Walker will liaise with Ms Fleming to review the different types of educative materials required for the different areas within general aviation to explain the use of alternate means of compliance.
2021-1/3	CASA to explore a different construct for flight instructor and flight examiner rating renewals to achieve the same safety outcome.	CASA	<b>2021-2:</b> The Panel discussed that there is potential for discussion on the different construct for flight examiner rating renewals within the Flight Examiner Rating Review Implementation (FERRI) TWG. The ASAP will maintain a watching brief on this matter.

2021-2/1	CASA to provide further data and information to the Panel to assist with their assessment of formulating advice to the DAS on industry 'readiness' for transition. This should include, but not be limited to: the provision of an operational gap analysis, the outcomes of the engagement with the FOR Implementation TWG, and the outcomes of road-testing materials during industry workshops.	CASA	Relates to discussion in Agenda Item 3.1 - ASAP Meeting 2021-2, 8 June 2021.
2021-2/2	CASA to review the Flight Crew Licensing TWG's issues register, update the progress of the identified solutions, and evaluate the resources and implementation timeframe required to progress the solutions.	CASA	Relates to discussion in Agenda Item 7.1 - ASAP Meeting 2021-2, 8 June 2021.