



Videoconference via Microsoft Teams

DATE: 9 September 2021, 10:00 – 15:00

## MEETING NOTES

Item No	Item	
<b>1. OPENING</b>		
1.1	Briefing from the CASA DAS	
<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 suite transition – ASAP standing agenda item (Mr Crawford) <ul style="list-style-type: none"> <li>Aviation industry and CASA readiness – <i>briefing by Mr Paul Hibberd and Mr Hamish Fraser (CASA)</i></li> </ul>	<b>11:00</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	
4.2	RPAS development and integration update – ASAP standing agenda item (Dr Clothier)	
4.3	ASAP Strategic Safety Initiatives (Chair & Dr Clothier)	
4.4	Job Ready Pilot Program by AFAP – <i>discussion</i> (Mr Crawford)	
<b>5. POLICY PROPOSALS</b>		
<i>Consultation/endorsement of a policy position.</i>		
5.1	Flight Examiner Rating (FER) Review Implementation TWG Report	
<b>6. PROJECT INITIATION</b>		
<i>Proposals to commence activity on a significant piece of work (including Technical Working Groups, etc).</i>		
6.1	Regulatory Services and Surveillance Transformation – ASAP standing agenda item	
6.2	Proposal to establish Sector Safety Risk Profile (SSRP) TWGs (Mr Walker)	
<b>7. OTHER BUSINESS</b>		
7.1	Flight Crew Licensing TWG update – ASAP standing agenda item	
7.2	New CASA website (Mr Walker)	
7.3	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 2021 which was held via videoconference.

Ms Naa Opoku and Ms Tracey Wilkinson were welcomed to the meeting as Observers from the Department of Infrastructure, Transport, Regional Development and Communications (DITRDC).

Mr Andreas Marcelja was also welcomed to the meeting as an Observer from CASA.

Apologies had been received from Mr Malcolm Sharp.

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

### 1.1 Briefing from the CASA DAS

The DAS briefed the Panel on CASA's current areas of focus and priorities going forward. These included the implementation of the flight operations regulations, the fatigue management transition, and flight crew licensing. The DAS added that CASA is also focusing on the General Aviation (GA) sector and is currently developing a roadmap of the regulatory activity in the GA sector to improve the way that progress on those activities is reported.

The DAS discussed the focus of the new CASA Board Chair, Mr Mark Binskin, with the priorities being to work collaboratively with industry, to improve CASA's engagement and to ensure more transparency in decision making. These are also priorities for the DAS, including continuing to support the Regulatory Oversight Division (ROD) which was formed as part of the Regulatory Services and Surveillance Transformation (RSST) project. The DAS also provided reassurance that industry's connection with CASA is maintained, noting that consistency in decision making is a vital component of the new operating model. The DAS also discussed CASA's focus on COVID alleviations and welcomed the Panel's advice on other areas CASA should be focusing on, including whether some of the alleviations should be enduring.

The DAS also commended the ASAP for being an effective forum to provide considered advice from industry's perspective and, with the upcoming reduction in work on regulatory reform, supported the desire of the Panel to move towards being able to provide more strategic advice, noting her support for an amendment to the ASAP's Terms of Reference if appropriate.

A panel member asked where CASA considers it has challenges in transparency. The DAS stated that the challenges associated with transparency are often experienced in the smaller end of town which could be partly based on the necessity to debunk myths and partly due to the sector being unaware of what and why CASA is doing. The DAS added that there is opportunity for CASA to improve the way it tells the story to certain sectors of the industry. The Chair commented that there are many in industry that are willing and able to support CASA in earlier stages of policy or regulatory development which can assist with improving the way it communicates with those sectors. Another member supported this and added that the EASA and FAA engagement models have processes to ensure industry are engaged early in the rule making process.

The Panel thanked the DAS for attending the meeting and acknowledged the benefit of receiving an opening address to contextualise and provide insight to CASA's focus areas and priorities.

*The CASA DAS left the meeting at this point (10:38).*

## 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 acknowledged there was slow progress but advised that CASA was seeking a multi-lateral engagement approach with ASQA that also involved DITRDC and the Department of Education. He added that there is a big focus on the post-implementation review and reform of CASR Part 66. The ASAP will maintain a watching brief on this matter.

**2020-3/1 – In-progress.**

Dr Clothier advised that the National Policy on Emerging Aviation Technologies (NEAT) consultative committee next meet in late-September which will provide insight on how the various airspace policy activities come together. Ms Opoku (DITRDC) confirmed 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.

**2021-1/1 – In-progress**

Mr Walker informed the Panel that CASA is intending to go out to market to conduct research surveying LAMEs to provide further data on their activity, noting previous Panel discussions on the current challenge to determine how many LAMEs are still active. Mr Walker added that the data will better inform plans for risk analysis workshops to be conducted with the ASAP.

**2021-1/2 – In-progress**

Mr Walker advised that the discussion on the matter has moved beyond the provision of educative resources for the general aviation sector to explain the use of acceptable means of compliance for IFR training. CASA is continuing to consider what the use of simulators for IFR training would look like in the future. CASA will engage with the relevant industry sectors when it has material to present.

**2021-1/3 – In-progress**

The ASAP considered the suggested alternative means of compliance for Flight Examiner and Flight Instructor renewals (via professional development seminars) may be addressed through the recommendations provided by the FER Review Implementation TWG, notably the recommendation that the Part 61 TWG be re-invigorated. The ASAP considers it a priority matter that Industry and CASA need to have mechanisms in place to ensure the recovery in aviation activity occurs smoothly, and CASA is requested to report upon progress in this regard.

**2021-2/1 – Closed.**

This action item was discussed in Agenda Item 3.1.

**2021-2/2 – Closed.**

This action item was discussed in Agenda Item 7.1.

**3. PRIORITY SAFETY MATTERS**

**3.1 Flight Operations Regulations Implementation**

*Mr Paul Hibberd (CASA) and Mr Hamish Fraser (CASA) joined the meeting via videoconference to brief the ASAP on this agenda item (11:00).*

The ASAP were briefed on the status of the flight operations regulations implementation...

Mr Hibberd outlined the various implementation artefacts that were ...

Mr Hibberd expressed thanks to the Implementation TWG who provided invaluable feedback on the development of various implementation artefacts, particularly the documents on the key operational changes. He discussed CASA's support to industry to meet the requirements due for 5 October and noted more materials and communications will be released afterwards.

Mr Fraser briefed the Panel on the establishment of CASA's new Operational Implementation

Branch (OIB) and discussed CASA's intended methodology of oversight for operators transitioning to the new regulations. He advised that the branch would consist of individuals with high levels of technical knowledge of the new regulations and experience in the Regulation Implementation Branch (RIB), as well as individuals new to CASA with strong industry experience and understanding in outcomes-based legislation.

The Chair enquired about the plan for a high-level oversight on the progress of transition in case of issues that may arise. Mr Crawford confirmed that CASA's Aviation Safety Committee (ASC) will monitor the progress of the transition and will highlight the issues that may arise and address it as a new focus area for CASA.

A panel member queried the decision to defer the implementation of Safety Management Systems (SMS) until 2024 for operators transitioning to the new rules that may not already have an SMS. Mr Hibberd explained that CASA recognised that SMS is viewed to some operators as quite complex but noted that CASA encourages operators to adopt it sooner. The deferral period gives time for industry to implement their SMS and for CASA to support them with their implementation. He added that SMS will be a requirement for operators that want to change their operations, such as current charter operators wishing to conduct scheduled services under the new regulations.

*Mr Hibberd and Mr Fraser left the meeting at this point (12:10).*

The Chair commented on an aspect of CASA's readiness by advising the Panel that members of the Part 103 TWG had expressed their concerns that they received the draft Part 103 MOS in early-September noting that a public consultation period remains before it comes into effect in December. The TWG members also expressed concerns with the content of the MOS which may time to work with CASA to refine. Mr Walker acknowledged the delay in the MOS development and advised that deferral measures are being considered to assist industry. He encouraged the TWG members to advise of their concerns as soon as possible.

The Chair informed the Panel that in a discussion with the Implementation TWG, the members expressed their concern about CASA's readiness in terms of its oversight attitude and approach. While the Panel were encouraged by CASA's intended oversight approach to be conducted by the OIB, they also expressed similar concerns to the TWG. A panel member stated that the limited time remaining before commencement is a concern, particularly for smaller operators with limited resources, and stated that the transition will only be successful if CASA and industry possess the right attitude and are focused on the outcomes trying to be achieved. The Panel supported this and commented on the challenges associated with shifting organisational culture, attitude, and mentality on oversight.

Another member also suggested a feedback mechanism for industry to advise on how they are progressing with their transition, such as if they are experiencing issues with interpretation and to share concerns openly and transparently which will benefit the broader industry. Another member supported this and added the suggestion of the establishment of an escalation or appeals process for operators seeking guidance or submitting applications as part of their transition. The Panel supported the suggestions and emphasised that given the limited time remaining, this process would need to be conducted quickly and offered their assistance to report to the DAS to ensure matters that require escalation from industry's perspective as discussed early. A request was added for CASA to share how it is assessing its risk associated with transition. The Panel supported this request.

A panel member suggested CASA conduct on-site visits to operators in areas not currently under lockdown due to COVID. Mr Walker confirmed that some teams in are conducting on-site visits to engage with operators about their transition which adds to the phone calls to all AOC holders.

Another member commented that there is still a level of distrust in certain areas of industry on CASA's oversight approach to the transition. He is encouraged by the intended function of OIB, noting the importance for this intention to filter down to the broader inspectorate, CASA, and industry.

Another member noted that some of the materials are quite useful for operators and suggested for

CASA to release materials as soon as they are ready.

<b>Action / Recommendation</b>	<p>The ASAP:</p> <p><b>Recommends</b> the establishment of an escalation and/or appeals process for operators seeking guidance or submitting applications as part of their transition. The Panel offer their assistance to report to the DAS to ensure matters that require escalation from industry’s perspective as discussed early.</p> <p><b>Strongly advises</b> that the transition will only be successful if CASA and industry possess the right attitude and are focused on the outcomes trying to be achieved.</p> <p><b>Requests</b> CASA to share how it is assessing its own risks associated with industry and CASA transition to the new flight operations regulations.</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)

In addition to the discussion during Action Item 2021-1/1, a Panel member enquired about the level of interest for the new CASR Part 66 self-study pathway. Mr Walker advised that CASA has received positive feedback on the new pathway however noted that there was a slow uptake potentially due to COVID related restrictions in NSW and Victoria.

##### 4.2 RPAS development and integration update (ASAP Standing Agenda Item)

A panel member praised the impact of CASA’s trial of digital airspace authorisations for operators conducting operations near aerodromes. The trial has reduced the application processing time from weeks to minutes and he welcomed the extension of the trial. He added that the trial was an example of the style of thinking for innovations and digitisation within CASA that will be required to meet the increased demand in the sector and could also apply to other areas in the organisation.

He also discussed the expectation for an increased demand from the sector for regulatory oversight by CASA, noting that although the sector has a different set of requirements, there is a path of convergence between Advanced Air Mobility (AAM), RPAS and conventional aviation.

##### 4.3 ASAP Strategic Safety Initiatives

A panel member and the Chair proposed to add ‘Strategic Safety Initiatives’ to the ASAP meeting agenda. The objective of the proposed agenda item will be for the Panel to be proactive in its role of providing safety and regulatory advice to the CASA DAS. The agenda item’s purpose will be to discuss broader strategic safety initiatives and provide advice on their prioritisation. The ASAP supports the addition of the proposed agenda item.

The Panel discussed reviewing the ASAP Terms of Reference. The Panel supports the Chair working with CASA to review the Terms of Reference and to discuss a plan for the review with members by the next meeting.

The Panel also discussed perhaps re-framing Agenda Item 4.

<b>Action / Recommendation</b>	<p>The ASAP:</p> <p><b>Agrees</b> to add ‘Strategic Safety Initiatives’ to the ASAP meeting agenda.</p> <p><b>Supports</b> the Chair to work with CASA to review the ASAP’s Terms of Reference with the intention to discuss a plan for the review with members by the next meeting.</p>
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#### 4.4 Job-Ready Pilot Program by the Australian Federation of Air Pilots (AFAP) – discussion

Mr Crawford informed the Panel that DITRDC brought the proposal submitted by AFAP to CASA’s attention and would like the views of the Panel. The proposal seeks government funding for pilots who are stood down or unemployed to remain at the minimum level or recency to make them easier to reemploy. The Panel considered the intention of the proposal and discussed its merits for flight crew in the smaller end of the industry who have lost their jobs, noting the investment in recurrency training is of more value if pilots can find local work shortly afterwards. The Panel conditionally supported currency support for pilots in the smaller areas of industry, however requested CASA to circulate the proposal with members out of session.

<b>Action / Recommendation</b>	The ASAP:  <b>Requests</b> CASA to circulate the Job-Ready Pilot Program proposal with members out of session for consideration.
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### 5. POLICY PROPOSALS

#### 5.1 Flight Examiner Rating (FER) Review Implementation TWG report

The Panel reviewed the report provided by the Flight Examiner Rating (FER) Review Implementation TWG. The Panel supported the recommendations made by the TWG members and strongly recommended CASA expedite the implementation of the FER review recommendations.

<b>Action / Recommendation</b>	The ASAP:  <b>Supports</b> the FER Review Implementation TWG’s recommendations and <b>strongly recommends</b> CASA expedite the implementation of the FER Review recommendations.
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### 6. PROJECT INITIATION

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

Mr Crawford informed the Panel that the transformation project had improved the processing time for regulatory services, despite the increased volume of work. The Panel discussed the function of the Guidance Delivery Centre (GDC) noting that while people may miss the direct engagement with CASA, the benefits of a centralised guidance function for industry is substantial. The Panel acknowledged that such a new function may come with initial implementation issues however will improve over time.

#### 6.2 Proposal to establish Sector Safety Risk Profile (SSR) TWGs

Mr Walker advised the Panel of CASA’s intention to reinvigorate the production of Sector Safety Risk Profiles (SSRPs). It is intended that the SSRPs are kept as live documents that are reviewed periodically, and CASA is proposing to transition its engagement with industry on the SSRPs to the ASAP and TWG consultative framework. The Panel expressed their strong support for the production of SSRPs, specifically emphasising the importance that they are operationalised. The ASAP agreed to establish the TWGs and supported the proposed TWG tasking instructions.

In a discussion about the appropriate sector in which to commence SSRP activities, the Panel recommended that in the first instance the risk profiling should occur on the imminent standing up of industry as COVID restrictions are lifted before a focus on individual sectors. The Panel acknowledged the potential risks associated with a significant increase in activity in a relatively short period of time, and that different sectors are currently impacted by different risks depending on where they are located. Two Panel members noted the work their organisations had done on

the UK CAA Significant Seven and offered to share their findings with CASA. CASA welcomed any input the Panel members were willing to share from their own risk identification exercises.

Another Panel member added that an important sector to consider risks are seasonal operations such as for firefighting which can consist of larger percentages of foreign pilots with limited exposure to airspace and limited geographic orientation.

<b>Action / Recommendation</b>	<p>The ASAP:</p> <p><b>Agrees</b> to establish a series of TWGs to identify current and emerging risks within their respective sectors to support CASA's risk identification and management processes.</p> <p><b>Supports</b> the proposed Sector Safety Risk Profile (SSRP) TWGs tasking instructions.</p> <p><b>Recommends</b> the first exercise should be the risk profiling of the imminent standing up of industry as COVID restrictions are lifted.</p>
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## 7. OTHER BUSINESS

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

The Chair informed the Panel that the Flight Crew Licensing TWG met for the first time in 12 months to discuss CASA's roadmap to address some of their identified issues. He informed the Panel that while the TWG were encouraged by the refocused effort to resolve their longstanding identified issues, they expressed concerns that the decisions were being made in isolation of industry. Mr Crawford advised that CASA had shifted resources to focus on implementing solutions to the identified issues, starting with the top four priorities with the intention to determine the next priority items to engage the TWG with. The ASAP strongly recommended CASA makes a concerted effort to regularly engage with the TWG to give members the opportunity to provide input on policy discussions, and during the development of instruments and guidance material.

<b>Action / Recommendation</b>	<p>The ASAP:</p> <p><b>Strongly recommends</b> CASA regularly engages with the Flight Crew Licensing TWG to give members the opportunity to provide input on policy discussions and the development of instruments and guidance material.</p>
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### 7.2 New CASA website

Mr Walker discussed the new CASA website currently in development which is due to go live in December. He noted that CASA had conducted substantial work into user experience, specifically highlighting the improved presentation of information on Civil Aviation Safety Regulations (CASR).

### 7.3 Technical Working Group (TWG) status update

The Secretariat updated the Panel on TWG activity since the last ASAP meeting. In the previous 12 months, there were 31 TWG meetings held, of which 26 were held in the previous three months. The Panel reemphasised the importance to engage TWG members in the development of work as a more effective engagement and consultation approach to completing work for the TWG to review. The Panel also discussed the need to create innovative ways for more industry involvement without overloading current TWGs.

Patrick Murray  
 Chair  
 October 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

Mr Graeme Crawford

Mr Ray Cronin

Ms Adrienne Fleming

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

Mr Andreas Marcelja      Senior Executive Officer, Office of the Chief Executive Officer  
Civil Aviation Safety Authority

Ms Naa Opoku              Assistant Secretary, International Aviation, Technology and Services  
Department of Infrastructure, Transport, Regional Development and  
Communications

Ms Tracey Wilkinson      Assistant Director, 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