



## RPAS and AAM Roadmap Aviation Safety Advisory Panel Biannual Review Technical Working Group Tasking Instructions

*The RPAS and AAM Roadmap Biannual Review Technical Working Group is established and operates in accordance with the Terms of Reference of the Aviation Safety Advisory Panel (ASAP) dated November 2021 (or as amended).*

### Background

The ASAP formed a TWG to work with industry to review the Remotely Piloted Aircraft Systems (RPAS) and Advanced Air Mobility (AAM) Strategic Regulatory Roadmap (the Roadmap) in August 2024. This TWG concluded its work with the publication of the reviewed Roadmap in December 2024.

CASA consulted with industry on a mechanism to maintain industry input and feedback as the roadmap is implemented, and twice-yearly industry sessions were proposed and agreed. To accompany these sessions, a streamlined version of a TWG was proposed in line with these tasking instructions to provide feedback to CASA biannually after each of the 2025 industry sessions.

### Purpose

The Technical Working Group will:

- provide industry sector insight and understanding of current needs and challenges
- provide current, relevant technical expertise into CASA's plans towards implementation of Roadmap activity deliverables
- work to maintain a robust relationship between industry and CASA to assist transparency and, where possible, alignment on the implementation of the Roadmap.

### Specific objectives

The primary function of the TWG will be to provide an objective industry view on key issues and priorities raised at the 2025 industry sessions. This will assist:

- CASA in the prioritisation of resources towards the most important industry concerns
- guide CASA's work more efficiently to meet industry needs
- in keeping industry up to date on CASA's progress against milestones in the roadmap
- to ensure industry is aware of any issues, constraints or forthcoming opportunities as it relates to activities in the roadmap.

The TWG will facilitate collaborative consultation with industry on proposed changes to the milestones or prioritisation of activities.

### Key principles

The TWG will work productively with CASA to progress Roadmap activities towards the benefit of all Australians.

### TWG outcomes

The format of the proposed TWG is new, based on maintaining and improving the relationship between industry and CASA on the progression of Roadmap activities. As such, one of the outcomes will be a recommendation to the ASAP on whether the TWG approach is an effective mechanism for industry engagement value or not, and subsequently, whether the model should be continued, modified, or ceased.

An initial recommendation is expected to be provided by the TWG to the ASAP by end December 2025.

The ASAP and CASA will review the arrangement (including membership) ahead of 2026.

## Roles and responsibilities

CASA	Technical Working Group Members
<ul style="list-style-type: none"><li>• Organise meetings and workshops, and produce agendas, papers and supporting materials</li><li>• Facilitate meetings and workshops</li><li>• Record insights and findings</li><li>• Communicate openly and consistently with working group members about project status and issues</li><li>• Respect the time of all working group members by minimising work required to achieve outcomes</li></ul>	<ul style="list-style-type: none"><li>• Commit to supporting the project objectives and timeline</li><li>• Engage and collaborate constructively at all times</li><li>• Prepare for working group activities by reviewing agendas, papers and supporting materials</li><li>• Provide timely and considered advice in meetings, and between meetings as required</li><li>• Respond to requests for feedback on draft materials within agreed timeframes</li></ul>

## Behaviour

TWG meetings are a place for constructive collaboration. Behaviour likely to disrupt the collaborative nature of the group will not be tolerated. The ASAP secretariat may eject members from the meeting in the event of such behaviour.

## Confidentiality

All discussions and materials from TWG meetings should be treated as confidential. Premature dissemination of information may dilute TWG processes, particularly if discussion points remain unsettled or documents are not ready for public consultation.

## Reporting arrangements

At the conclusion of the meeting, or soon thereafter, recommendations and reports of the TWG will be provided to the Chair of the ASAP, through the Secretariat.

## Consensus

A key aim of the Technical Working Group is that a consensus be reached, wherever possible, in the finalisation and preparation of advice for the Aviation Safety Advisory Panel and CASA.

The Technical Working Group will be guided by the ASAP Terms of Reference (Section 6) with respect to determining and documenting consensus.

## Membership

Members of the TWG will be appointed by the ASAP Chair, following ASAP processes.

The aim of the TWG is to collaborate constructively with CASA across the broad range of regulatory areas spanning roadmap activities. It is therefore recommended that the membership consist of a more even ratio of CASA to industry in its membership. In addition, we recommend that CASA can tailor attendance as required based on issues raised by industry at the sessions. This will enable relevant CASA SMEs to efficiently and directly discuss industry session key topics with industry representatives.

It is recommended that the membership of the RPAS and AAM Roadmap TWG consist of the following persons. The membership of the TWG brings broad representation and expertise including, but not limited to: industry associations and administrators; RPAS operators; airspace expertise spanning the RPAS and AAM sectors; airworthiness; research and education. A listing of membership is at **Annex A**.

Requests for changes to the membership will be made to the Chair of the ASAP, through the Secretariat.

**Attendance and travel**

Meetings will be facilitated using video-conferencing to eliminate the requirement to travel. This will be coordinated by the ASAP Secretariat or CASA working group lead as required.

The expected time-commitment is no more than four screen-to-face hours per year comprising attendance at the:

- twice-yearly 'industry' sessions, which will have open industry participation
- subsequent TWG meetings, expected to be held 1-2 weeks following the industry sessions.

## **Annex A**

The initial membership listing below is subject to review and refresh as required:

- Reece Clothier
- Andrew Ward
- Greg Tyrrell
- Simon Ozanne
- Will Stamatopoulos
- Daniel Murphy
- Yip Huang
- Jackie Dujmovic
- Fiona Lake
- Paul Crawford
- Robert Weaver
- Brendan Williams
- Elita Huynh
- Sonya Brown
- Aaron McFadyen
- Luke Chaplain