



AVIATION SAFETY ADVISORY PANEL MEETING MINUTES

Location:	CASA Melbourne Office, 720 Bourke Street, Level 13, Docklands, Victoria
Time:	Wednesday, 23 April 2025, 09:00 – 16:00 AEST

			Indicative timing
Opening	MEETING DECLARED OPEN	Chair	09:00
0.1	Acknowledgement of Country	Chair	
0.2	Opening remarks from CEO/DAS	CASA CEO/DAS	09:00 – 09:30
0.3	ASAP Charter and Philosophy	Chair/Mr Marcelja	
			09:55
Item 1.	REVIEW OF ACTION ITEMS <i>A review and status update of any open action items from previous meetings.</i>		
	Break - Morning Tea		10:15 – 10:30
Item 2.	EMERGING RISKS AND AREAS OF INTEREST <i>Aviation safety related emerging risks or areas of interest for discussion and/or notice.</i>		10:30 – 12:30
2.1	Aviation Safety Scorecard	Mr Roberts	10:30 – 10:50
2.2	Emerging airspace and traffic technologies <ul style="list-style-type: none">Australian Future Airspace Framework (AFAF)Airspace ChangesAutomatic Dependent Surveillance – Broadcast (ADS-B)Cognitive WorkloadObstacle Limitation Surfaces	Chair/Mr Slootjes	10:50 – 12:30
	Break – Lunch		
			12:30 – 13:15
Item 3.	POLICY AND PROJECT PROPOSALS AND UPDATES <i>Updates/Proposals to commence activity on a significant piece of work (including new TWGs etc)</i>		13:15– 14:00
	Other CASA Updates:		
3.1	<ul style="list-style-type: none">Forward Regulatory ProgramGA Workplan 2.0	CASA	
Item 4	PRIORITY SAFETY MATTERS <i>Agenda Items brought forward by CASA or members relating to safety issues where action is considered necessary.</i>		14:00 – 14:30

4.1	Flight Operations Regulations Implementation – Seeking ASAP Advice	<i>Mr Hibberd/Mr Watson</i>	
	<ul style="list-style-type: none"> • Safety Management Systems • Non Technical Skills 		
	<i>Break – Afternoon Tea</i>		14:30 –
			14:45
Item 5	OTHER BUSINESS		14:45 –
			16:00
5.1	Secretariat Update	Chair/Secretariat	
5.2	Regulatory Sandbox Concept	<i>Dr Clothier/Ms O’Hara/CASA</i>	
5.3	Any Matters Arising		
5.4	In-camera ASAP Discussion	<i>Chair</i>	
Item 6.	CLOSE		16:00

OPENING

The meeting opened at 09.00 am. The Chair welcomed all attendees to the first Aviation Safety Advisory Panel (ASAP) meeting of 2025. The Chair formally welcomed Mark Wardrop to the Panel and provided an acknowledgement of the work of Chace Eldridge as the outgoing Secretariat.

Agenda item 0.1 – Acknowledgement of Country

An acknowledgement of country was provided.

Agenda Item 0.2 - Update from the Director of Aviation Safety (CEO-DAS)

The CEO-DAS reflected on the time commitment of ASAP members and provided the meeting with an overview of CASA's priorities and current operational environment.

The CEO-DAS provided an overview of CASA priorities including

- Achieving the safety objectives of the Flight Operations Regulations
- Embedding the new National Oversight Plan
- Improving regulatory service delivery
- Implementing strategic workforce plan and quality assurance framework
- Supporting Government priorities; airspace administration and reform.

The Panel noted CASA is progressing several strategic reforms to strengthen aviation safety and support industry development. Initiatives include a foreign licensing framework to recognise Aircraft Maintenance Engineers, and work to provide an alternative to existing air transport regulations for Aerial Work Certificate holders to transport firefighting personnel to and from firegrounds.

In the ensuing discussion, the Panel considered key themes from the agenda, which included airspace strategy, safety management systems, the value of standard procedures, airmanship, education and guidance information.

New Action (2025-1/1): The Panel requested that further supporting information in relation to airspace, and CASA's progress with airspace risk modelling, be included on the agenda of future meetings.

New Action (2025-1/2): The Panel requested a report from the Australian Future Airspace Framework (AFAF) Technical Working Group (TWG), as a standing agenda item for ASAP meetings whilst this work continues.

Agenda Item 0.3 - ASAP charter and philosophy

The Chair and Executive Manager Stakeholder Engagement Division reiterated the role of the Panel to provide independent advice to the CEO-DAS outside the constraints of the agency and that the CEO-DAS, as the recipient of the Panel's advice, is the primary source of CASA's direction and critical to the Panel's work.

The ASAP meeting cadence was updated to three meetings per year in April, June and November. Further TWG focused sessions would be coordinated at the request of the Chair.

The face-to-face, or primary meetings, would have a quorum of five members and follow a multi-topic standard agenda, with the opportunity for members and CASA to raise new

items, consider the overall aviation safety environment and engage with each other freely and directly.

The mid-term, or secondary meetings, would have a quorum at the discretion of the Chair, and be directed to specific matters that require extra time, for which more information is needed, before reaching a recommendation. These meetings would also be useful for any urgent matters that might arise, which cannot be held over or considered out-of-session.

There are several emerging, industry-wide subjects to which the Panel will need to be responsive, including human factors and non-technical skills, the future airspace framework, and technologies for collision risk mitigation including ADS-B.

New Action (2025-1/3): CASA will share with the Panel the organisation's strategic risks to allow future agenda planning.

AGENDA ITEM 1 – REVIEW OF ACTION ITEMS

Action items were agreed and updated as follows.

Reference	Action/Recommendation
2023-1/7	The Secretariat noted that the needs analysis had been completed, and course syllabus had been drafted comprising 9 modules. A presentation will provided to the ASAP 2025-2 meeting.
2023-3/4	Item closed.
2023-3/6	Item closed.
2024-2/1	Item closed.
2024-3/1	To be briefed at ASAP Meeting 2025-2.
2024-3/2	Review current and future proposed ADS-B requirements at ongoing ASAP meetings.
2024-3/3	A presentation will be provided to the ASAP 2025-2 meeting.
2024-3/4	The Chair noted this item will remain open to work through safety data and data sharing for future agenda.
2024-3/7	Item closed.

AGENDA ITEM 2 - EMERGING RISKS AND AREAS OF INTEREST

Agenda Item 2.1 - Aviation Safety Scorecard

The Aviation Safety Scorecard was presented to the Panel. The presentation highlighted that the analysis did not provide any conspicuous patterns of safety risk. Members were encouraged to share any further information with CASA following the meeting.

The group discussed data availability and the possibility of including additional sources of data in analysis including from Airservices Australia, the ATSB and insurance data.

New Action (2025-1/4): The Secretariat will collaborate with Panel members out of session to investigate the availability of additional data sources.

Agenda Item 2.2 - Emerging airspace and traffic technologies

Australian Future Airspace Framework (AFAF)

A presentation on the AFAF was provided to the Panel. The presentation identified that a possible path forward for assessment of airspace could be based on performance

metrics of:

- Safety
- Efficiency
- Equitability.

Aiming to provide a living document of what CASA currently does and what can be done better, the project will be linked to scalability of change. The project seeks not to define more classes of airspace, rather, identify what is done now and how this may be improved and better addressed for new and emerging airspace planning.

Panel members noted that the AFAF will describe an airspace end state that is a fully integrated airspace model with equitable access, supported by technological advancements in aircraft and air navigation performance. Non-regulatory factors, safety metrics and related matters were also mentioned.

The level of uncertainty around the type and timing for new aviation technology precludes a detailed AFAF implementation plan, but it does allow for conditional milestones.

Industry stakeholders will be consulted during the development of the AFAF, including through the AFAF TWG, to ensure that the needs of current and future airspace users are considered.

The Panel agreed with the proposed concept of operations and suggested breaking the project into phases to support the volume of work.

CASA committed to providing ASAP with exposure to the project and welcomed comments on what could be done better.

Attachment A is a copy of the letter previously provided from ASAP to the CEO-DAS on this issue and noted during this discussion.

New Action (2025-1/5): The Panel suggested that the Secretariat, with the relevant CASA lead, revisit AFAF TWG tasking instructions to ensure the tasking statement adequately reflects to the need to break the work down into phases, with a focus on the first phase of establishing definitions and measures for safety, efficiency and equitability.

Airspace Changes:

With the upcoming opening of Western Sydney Airport, members noted that changes to airspace will impact differently on different users.

Discussion also took place regarding recent airspace reviews, particularly Pilbara and the data that is used to undertake a safety risk assessment.

New Action (2025-1/6): The Panel agreed that the Chair should draft a letter regarding safety data sets for review by members and once finalised, transmit formally to the CEO-DAS.

Automatic Dependent Surveillance-Broadcast (ADS-B)

The Panel was advised that a cross-agency working group is continuing work on ADS-B uptake. Industry will be asked to provide comments on a future discussion paper.

Members noted there had not been overwhelming support for ADS-B uptake from the general aviation sector due to financial and installation barriers preventing the uptake of the technology.

Discussion on the issue will continue at the next meeting.

New Action (2025-1/7): The Secretariat to seek an update on the ADS-B program from the Department of Infrastructure, Transport, Regional Development, Communications and the Arts. Details will be shared with the Panel when possible.

Cognitive Workload

The Panel noted that cognitive workload for pilots is a critical aspect of aviation safety, encompassing the mental effort required to perform various tasks during flight. A discussion around cognitive workload drew consensus among members that particular areas of airspace across Australia are causing greater concern.

Obstacle Limitation Services (OLS)

The Panel noted that Australia has now received formal advice from ICAO about the adoption of changes to Annex 14 which requires transition to the new obstacle limitation surfaces for certified aerodromes by November 2030.

The effective date for the change is likely August 2025 with a five-year transition period. This requires work in developing new Manuals of Standards, guidance material, conducting industry engagement and developing the necessary training and education material.

CASA also considers there is a need to develop a self-assessment tool to support industry with OLS design using specific criteria for each aerodrome. CASA may be limited by resourcing constraints in completing the transition of all aerodromes to the new OLS standards by November 2030.

The Panel supported the establishment of a technical working group (TWG) and the Chair invited nomination suggestions from members.

AGENDA ITEM 3 - POLICY AND PROJECT PROPOSALS AND UPDATES

Agenda item 3.1 - Other CASA Updates:

Forward Regulatory Program (FRP)

An update on the FRP was provided to the Panel. Members noted that Government was operating under caretaker convention until the results of the election and the composition of the Ministry is known.

CASA's FRP shows regulatory development over the next 12 months and what CASA will be working on after that. CASA's FRP gives the aviation industry and the public a view of the regulatory changes planned. Some of these include:

- showing what CASA plans to do
- helping industry leaders with their decisions
- helping the aviation industry know when and how to work with CASA on these changes
- preparing industry for changes.

The FRP shows legislation projects in development and takes into account government priorities and new technology.

Members were advised that legislative drafting work had been agreed with the Office of Parliamentary Council on a group of miscellaneous amendments.

It was further noted that work is progressing in the Part 103 (sport and recreation aviation) space.

General Aviation (GA) Workplan 2.0

The Panel noted CASA has agreed initiatives for the refreshed GA Workplan. As with the original Workplan, CASA intends to be fully transparent with industry about the progress of initiatives.

Work is already underway to implement some of the new proposals outlined in the revised Workplan.

A number of the initiatives require scoping to determine both the feasibility of the proposal, the work effort and likely timeframes required for implementation. Lessons learnt from the first Workplan include ensuring we have captured the timeframes accurately against other competing priorities.

To promote awareness of CASA's work program and prioritisation, the website will map and link the GA Workplan across initiatives in the FRP and the RPAS and AAM Strategic Roadmap.

It is anticipated that the refreshed workplan will be released in May 2025, aligning with the publication of CASA's FRP.

AGENDA ITEM 4 - PRIORITY SAFETY MATTERS

Agenda Item 4.1 - Flight Operations Regulations Implementation

Panel members were provided with an update on progress on the deferred provisions of the Flight Operations Regulations.

Members noted that the transition period for the new regulations had been extended to five years and agreed that implementation deadlines for the remaining deferred provisions - Safety Management Systems (SMS) and Human Factors/Non-Technical Skills (HF/NTS) - should not be delayed any further.

The Panel noted that the level of guidance material being provided to industry was comprehensive and had improved since the early transition period, but suggested that the Aviation Safety Advisors could assist some operators with implementation and uptake the deferred provision of Safety Management Systems. The Chair agreed to draft a letter to the CEO-DAS accordingly.

It was noted that an iterative process was likely for many operators and implementation should be approached as a journey, not a system that may be achieved in one step.

In progressing, members particularly noted:

- Operational differences between scheduled air-transport and other forms of air-transport
- The importance of a consistent approach to be applied across industry, but that CASA should prioritise the transition of the various industry sectors based on risk – with the highest priority given to operators of large aircraft
- The importance of communicating why the various provision of the regulations were introduced
- Time consuming implementation potential.

New Action (2025-1/8): ASAP to write to the CEO-DAS with the Panel's views on implementation of SMS and HF-NTS, including use of Aviation Safety Advisors to assist some operators with implementation of the deferred provisions.

AGENDA ITEM 5 - OTHER BUSINESS

Agenda item 5.1 - Secretariat Update

The Secretariat provided an update on the status of the TWGs. Members noted the update from the vertiport design and operations TWG and endorsed the establishment of the obstacle limitation surfaces TWG.

Agenda Item 5.2 - Regulatory Sandbox Discussion

In addressing issues associated with the pace of aviation innovation, members reviewed the paper developed by Dr Clothier about regulatory sandbox concepts.

In discussion, members noted variations in the interpretation of what constitutes a regulatory sandbox and the potential for various benefits to innovations and new and existing processes. It was agreed that progressing the regulatory sandbox environment would depend on identifying benefits to all, rather than just one party, and is not intended to be used to circumvent regulation unless there is broad industry and CASA benefit.

Agenda item 5.3 - Any Matters Arising

Nil discussion on this item.

Agenda item 5.4 - In-camera ASAP Discussion

Members took time to consider issues among themselves.

AGENDA ITEM 6 – CLOSE

The Chair thanked attending members and closed the meeting at 3.40pm.

Andrew Andersen
Chair
May 2025

CHAIR

Mr Andrew Andersen

PANEL MEMBERS

Mr Stuart Aggs

Dr Reece Clothier

Ms Adrienne Fleming OAM

Ms Shannon O'Hara

Ms Lea Vesic

Mr Mark Wardrop

APOLOGIES

Mr Andrew Monaghan

Mr Mark Thompson

CASA REPRESENTATIVES

Ms Pip Spence PSM (CEO and Director of Aviation Safety)

Mr Andreas Marcelja (Executive Manager, Stakeholder Engagement Division)

SECRETARIAT

Ms Danielle Tooke (Section Manager, Industry Consultation and Government Engagement)

Ms Kirstin Pierpoint (Industry Consultation Coordinator, Industry and Government Engagement Branch)



Australian Government
Civil Aviation Safety Authority

AVIATION SAFETY ADVISORY PANEL

CHAIR OF THE AVIATION SAFETY ADVISORY PANEL

28 October 2022

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

Dear Ms Spence

ADVICE FROM THE AVIATION SAFETY ADVISORY PANEL

At the meeting of the ASAP earlier this month, potential safety implications associated with future Airspace and Air Traffic Management (ATM) related matters were discussed and the Panel offers the following recommendations for your consideration:

- (1) CASA provide clarity to the ASAP on the expected role of industry in the ongoing support of the RPAS and AAM strategic regulatory roadmap.
 - a. This was an outstanding action from the roadmap development activity. At the time, the TWG and the ASAP shared the view that the roadmap should be a living document and that continued industry input would be essential to keep pace with the changing needs and safety risk profile of an evolving sector.
- (2) Through the Airspace Policy Group or other appropriate Government forum, CASA actively seeks greater alignment between strategic airspace activities such as the Australian Future Airspace Framework, Airservices Australia future integrated airspace operational concept, and infrastructure investment and development initiatives (e.g., the Flight Information Management System).
- (3) Through the Airspace Policy Group or other appropriate Government forum, CASA bring to the attention of Government the lack of opportunity for industry to provide input on strategic airspace and ATM matters.
 - a. Historically, the ASTRA Council provided an avenue for Government to actively engage industry on strategic airspace and ATM matters. The ASTRA Council also led the development of important documents like The Australian ATM Strategic Plan. The ASTRA Council is identified within our State Safety Program (SSP) but has been inactive for a number of years, leaving Government without the necessary channel to proactively engage industry on Airspace and ATM matters. In light of the significant international work now ongoing in future Airspace and ATM, the functionality of the SSP in this regard may well be a focus during the upcoming ICAO audit.

I welcome the opportunity to discuss these recommendations or any other matter of concern with you.

Yours sincerely,

Patrick Murray
Chair
Aviation Safety Advisory Panel