



AVIATION SAFETY ADVISORY PANEL MEETING MINUTES

Location:	Virtual Meeting
Time:	Friday 13 June, 09:00 – 14:45 AEST

			<i>Indicative timing</i>
Opening	MEETING DECLARED OPEN	<i>Chair</i>	09:00 – 09:45
0.1	Acknowledgement of Country	<i>Chair</i>	
0.2	Opening remarks from CEO/DAS	<i>CASA CEO/DAS</i>	09:00 – 09:45
Item 1.	REVIEW OF ACTION ITEMS		09:45 – 09:55
	<i>A review and status update of any open action items from previous meetings.</i>		
	<i>Break</i>		09:55 - 10:00
Item 2.	EMERGING RISKS AND AREAS OF INTEREST		10:00 – 12:00
	<i>Aviation safety related emerging risks or areas of interest for discussion and/or notice.</i>		
2.1	Aviation Safety Scorecard	<i>Mr Roberts</i>	
2.2	Wildlife Hazards	<i>Mr Roberts</i>	
2.3	Update on Technical Workforce Planning	<i>Ms Blair</i>	
	Break		12:00 – 12:30
Item 3.	POLICY AND PROJECT PROPOSALS AND UPDATES		12:30 – 13:15
	<i>Updates/Proposals to commence activity on a significant piece of work (including new TWGs etc).</i>		
3.1	Update on the Safe Haven Project	<i>Dr Manderson</i>	
Item 4.	PRIORITY SAFETY MATTERS		

*Agenda Items brought forward by
CASA or members relating to
safety issues where action is
considered necessary.*

13:15 – 13:45

4.1 Flight Operations Regulations Implementation **Mr Rule**

Item 5. OTHER BUSINESS 13:45 – 14:30

5.1 Secretariat Update *Chair/Ms Pierpoint*

5.2 Any Matters Arising *Chair*

5.3 In-camera ASAP Discussion *Chair*

Item 6. CLOSE 14:30 – 14:45

OPENING

The meeting was declared open at 9:00.

0.1 – Acknowledgement of Country

An acknowledgment of country was provided.

0.2 – Opening remarks from the Director of Aviation Safety (CEO/DAS)

The CEO/DAS thanked all ASAP members for their time and commitment to the Panel.

The CEO/DAS acknowledged the correspondence received from ASAP since the previous meeting specifically on the use of ASAs to assist with implementation of the Human Factors Non-technical Skills and Safety Management Systems (HFNTS/SMS). Additionally, the request to seek the use of additional data sets will assist CASA in further explaining how and why investment in data will benefit aviation safety outcomes.

It was acknowledged that the ASAP Terms of Reference (TORs) have been updated to align with the strategic dimensions of the ASAP. The updated TORs allow the ASAP to continue as the primary source of industry consultation, while acknowledging other forms of industry consultation will occur from time to time. It was noted the ASAP plays a critical role in ensuring that CASA's regulatory approach is informed by high-level, objective advice from across the aviation sector.

The CEO/DAS provided an update on the following topics since the last meeting:

- Bankstown
- Horn Island
- Pilbara
- Flight operations regulations
- Aviation White Paper commitments
- GA Workplan.

Feedback from the Panel noted the value of Australia's current high safety standards and the importance of maintaining them. In acknowledging the tragedy of the Air India Flight 171 accident, the Panel noted that Australia's aviation safety standards are among the most robust in the world and carry both privileges and responsibility for all aviation industry participants. The Panel's recognition of this underscores a proactive commitment to learning from international incidents and continuously improving domestic safeguards.

Panel members thanked the CEO/DAS for the update acknowledging the progress toward a more strategic focus with discussion from the last meeting focussing on:

- Airspace
- Data
- Australian Future Airspace Framework.

Members noted the benefit of aviation safety scorecard, advising it was pleasing to hear safety data being championed through CASA. The airspace risk modelling system (ARMS) is a tool being used at CASA to inform airspace reviews and the CEO/DAS offered a demonstration of the system to the next face to face meeting of ASAP. It was recognised that ASAP priorities are clearly aligning with CASA's Aviation Safety Committee and the broader work of the organisation. CASA has re-released [*AC91/10 Operations in the vicinity of non-controlled aerodromes*](#) in support of its work in uncontrolled airspace.

The CEO/DAS noted the importance of data to inform situations, but cautioned that interrogation and analysis of the data will always be needed.

NEW ACTION 2025-2/1: Secretariat to arrange ARMS briefing and demonstration at the next meeting.

AGENDA ITEM 1 – REVIEW OF ACTION ITEMS

Action items were agreed and updated as follows:

Reference	Action/Recommendation
2023-1/7	To be briefed at ASAP Meeting 2025-3.
2024-3/1	Item closed.
2024-3/3	Item closed.
2024-3/4	Item closed.
2024-3/7	Item closed.
2025-1/1	To be briefed at ASAP Meeting 2025-3.
2025-1/2	To be briefed at ASAP Meeting 2025-3.
2025-1/3	Item closed.
2025-1/4	Item closed.
2025-1/5	Merged to item 2025-1/2
2025-1/6	Item closed.
2025-1/7	Update to be provided at ASAP Meeting 2025-3.
2025-1/8	Item closed.

AGENDA ITEM 2 – EMERGING RISK AND AREAS OF INTEREST

2.1 – Aviation safety scorecard

The Aviation Safety Scorecard has been incorporated as a permanent item on ASAP agenda. The scorecard monitors industry aviation safety performance (including accident and incident counts and rates), as well as CASA's performance against Australia's State Safety Program obligations, for the CASA Aviation Safety Committee and CASA Board. The ASAP is provided an abridged version of the Aviation Safety Scorecard focused on the industry performance metrics.

The reporting period for the May scorecard was for the 12 months through to the end of April 2025 with new data for March and April 2025.

The scorecard highlighted:

- Commercial Air Transport serious incident rate
- Commercial Aviation number of serious incidents and rate
- Commercial Air Transport and Controlled Aerodromes - runway accident and serious incident rate.

Members acknowledged and appreciated the scorecard as a standing item and responded to the current data provided.

Members also noted that where the scorecard has identified themes in aviation safety there is a need to ensure messages are being distributed through appropriate channels. CASA committed to ensuring the development of a communication strategy to support education efforts in identified themes. Instructional flying groups were identified as a one area that could be used for this purpose.

Discussions occurred on the national drone detection system (NDDS) which showed the highest detection on record. It was considered that an increase in availability of data could be affecting the figures, as this was the first time all systems had been operational since the system commenced. Due to controls in place, and increased education within a growing sector, this was not considered an immediate concern.

NEW ACTION 2025-2/2: CASA to develop communication strategies to share safety themes identified through the Aviation Safety Scorecard with appropriate stakeholders.

NEW ACTION 2025-2/3: ASAP Chair to discuss pilot training systems with ASAP members not in attendance.

2.2 – Wildlife Hazards

Drawing on discussion at the 2025-1 meeting, ASAP members identified the availability of safety data held within the industry, beyond that provided by the ATSB. Members recognised the potential for increased safety benefits that could be achieved using more sources of safety data.

The availability of wider data sets and an integrated analysis and reporting capability would enable greater insights into emerging trends and systemic issues.

Appreciating the increased level of wildlife hazards that have been reported between 2015 - 2024 members discussed the current reporting that is available to CASA in this space and sought to explore further avenues for information sharing across the industry.

Members committed to support exploration of a formal data sharing mechanism that feeds information back into CASA. Analysis will be undertaken to understand why issues are not presenting on the Aviation Safety Scorecard. Starting with wildlife hazards, there was a commitment to test data collection, analysis and reporting processes in a controlled and focussed way. This phased approach would help ensure scalability, effectiveness, and alignment between CASA and industry on implementation and data sharing.

NEW ACTION ASAP 2025-2/4: ASAP to develop a discussion paper, outlining the parameters and outputs of a data sharing project.

2.3 – Update on Technical Workforce Planning

Starting with aviation technical workforce roles, this project has commenced to align position titles with the job family framework, and refresh position descriptions (PDs) to include content that complies with ICAO requirements, industry benchmarks, the Enterprise Agreement, Fair Work legislation and work level standards. Work is being done with the relevant National Managers within CASA to ensure aviation technical workforce PDs clearly and consistently communicate role requirements. CASA will undertake consultation with CASA staff and intends to keep the Panel informed as the project progresses.

The second year of the Workforce Planning (WFP) Program (Horizon 2) will develop projects that build upon the WFP infrastructure already created and expand the workforce scope to

include the Aviation Workforce (AW). This workforce segment directly supports the aviation technical workforce (ATW) in their technical roles.

Horizon 2 will continue to build workforce planning capability (capability uplift) through the implementation of foundational deliverables and embedding these into business as usual. Following the skills audit and the data received on skill gaps and training needs, a project to review and formalise the ATW Training Continuum will be undertaken.

Other projects in H2 include the creation of a transition to retirement program and the review of critical roles.

Members acknowledged that it was important to ensure the right people are employed to work with industry. They further noted the challenges facing CASA, which included:

- An ageing workforce
- Reduction of any knowledge gap
- Staff turnover.

The Regional Aviation Association of Australia's (RAAA) implementation of a responsible managers' technical working group TWG was noted.

The Panel noted that CASA service delivery volumes have increased, with authorisations increasing by up to 50% in 5 years. CASA is looking at how processes can be digitised / automated across multiple areas of the business.

Members drew a distinction between regulation and providing customer service, particularly in airworthiness matters, where some delays have been experienced.

The group agreed that the aviation workforce analysis will support improved responsiveness to industry needs.

It was noted that CASA is currently sitting at the upper limits of the approved staffing levels and is unlikely to receive any further resources. As such, technical workforce planning is contributing to workforce efficiencies and ensuring the right people are being recruited for the right positions.

AGENDA ITEM 3 – POLICY AND PROJECT PROPOSALS AND UPDATES

3.1 – Update on the Safe Haven Project

Members were provided with an update on the Safe Haven Project, which aims to allow flight crew licence holders to self-notify medical conditions without fear of loss of accreditation. Safe Haven is predominantly designed to assess mental health conditions but can be adapted to include cancer and heart conditions.

The intent of the Safe Haven Program is to provide a mechanism for decisions on medical certificates to be made in a risk-assessed and safety system approach. This seeks to reduce the requirement for CASA to directly determine each application, whilst maintaining medical standards and oversight.

The Safe Haven Program process for decisions involves medical examination by selected Designated Aviation Medical Examiners (DAMEs), and utilise the same process available to CASA Senior Medical Officers (SMOs) under the flexible provisions of CASR 11.056.

ASAP Members welcomed this approach to ensuring the well-being of air crews and providing people a system of trust. ASAP suggested that the program initially be focussed towards Part 121 crews as a first step.

AGENDA ITEM 4 – PRIORITY SAFETY MATTERS

4.1 – Flight Operations Regulations Implementation

Strong progress was reported on the implementation of the deferred provisions of the flight operations regulations. Implementation of the training and checking system requirements has almost been completed with only a very small number of operators yet to fully transition. A similar result has also been achieved with Part 133 operators transitioning to the Rotorcraft Performance requirements.

While CASA's risk-based approach to both of these projects has been successful in securing operator submission of the necessary procedural documentation, it was acknowledged that the quality of the safety outcomes achieved will need to be reassessed during appropriately targeted surveillance in the years to come.

CASA is now focussing on the implementation of the Human Factors Non-technical Skills and Safety Management Systems (HFNTS/SMS) requirements which are the last of the deferred provisions yet to commence implementation. CASA is developing a methodology which looks to provide significant levels of assistance to industry in the form of standardised documentation and online training packages while also streamlining the necessary CASA review and approval processes. CASA is also intending to engage its Aviation Safety Advisors in pre-implementation educational activities to support the implementation process.

CASA will ensure that all of the necessary guidance and other supporting materials are in place before implementation dates are announced. At this stage, an implementation timeframe commencing in Q1 2026 is being targeted

The ASAP Chair suggested possible enablement of an expert reference group to support the implementation and asked the Panel to provide any further suggestions. CASA noted that it would be seeking some industry champions to support the implementation and provide feedback on the various materials that were being developed to assist operators to transition.

AGENDA ITEM 5 – OTHER BUSINESS

5.1 – Secretariat Update

ASAP Terms of Reference (TORs)

The Secretariat referred to the current refresh of the ASAP Terms of Reference (TORs), which are reviewed every two years.

The updated TORs reflect the expanded industry consultation taking place across CASA. ASAP and the TWGs remain the primary advisory mechanisms for industry consultation. TWGs are designed to be agile and responsive, enabling CASA to address emerging issues.

Medium Remote Piloted Aircraft RPA Enablement TWG Report

The Secretariat advised that the Medium RPA Enablement TWG agreed to progress the proposal to public consultation.

The strong and open dialogue provided CASA with valuable insight, including issues such as non-compliance in rural settings. CASA has committed to preventative work in this space including education and awareness.

TWG Status Report

The Secretariat referred to the fortnightly TWG status update reports circulated to the Panel, providing a regular update on the status of TWGs.

The Chair thanked the Secretariat, noting all of the progress and work on the TWG updates and related effectiveness, since commencing in the position.

Roadmap for Advanced Air Mobility Aircraft type certification

CASA, along with other National Aviation Authorities (NAA), will be releasing the [Roadmap for Advanced Air Mobility Aircraft type certification](#) on 17 June 2025. The NAA comprises authorities from Australia (Civil Aviation Safety Authority), Canada (Transport Canada Civil Aviation), New Zealand (Civil Aviation Authority), United Kingdom (Civil Aviation Authority), and the United States of America (Federal Aviation Administration).

The NAA Network's Roadmap for Advanced Air Mobility (AAM) Type Certification sets forth a unified and strategic approach to foster collaboration, safety assurance, technological innovation, and AAM inclusive bilateral agreements. The roadmap outlines a clear path to align aircraft type certification standards, harmonise airworthiness requirements, and facilitate information sharing among network members.

ACTION 2025-2/5 Secretariat to seek dates for next meeting which will be a virtual meeting.

5.2 – Any Matters Arising

Nil discussion on this item.

5.3 - In Camera ASAP Discussion

Session not required.

AGENDA ITEM 6 - CLOSE

Meeting was closed at 12.15 pm

Andrew Andersen

Chair

June 2025

CHAIR

Mr Andrew Andersen

PANEL MEMBERS

Mr Stuart Aggs

Dr Reece Clothier

Mr Andrew Monaghan

Ms Shannon O'Hara

Mr Mark Thompson

Mr Mark Wardrop

APOLOGIES

Ms Adrienne Fleming OAM

Ms Lea Vesic

CASA REPRESENTATIVES

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

Mr Andreas Marcelja (Executive Manager, Stakeholder Engagement Division)

Mr Joe Rule (A/g Executive Manager, National Operations and Standards)

Ms Ann Redmond (National Manager, Industry and Government Engagement)

SECRETARIAT

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

Ms Enisa Wedding (Industry Relations Administrator, Industry and Government Engagement Branch)