



Aviation Safety Advisory Panel Meeting Summary
Meeting Number: 2025-4

Date: 27 November 2025.

Location: CASA Offices, 18 Marcus Clarke Street, Canberra

Item No	Item	Time required (minutes)	Speaker	Agenda Timing
0.1	Acknowledgement of Country	5	ASAP Chair	9:00 AM
0.2	Opening Remarks	20	CEO/DAS	9:05 AM
0.3	ASAP Chair Opening Remarks	20	Chair	9:25 AM
1	Review of Action Items	10	Chair	9:45 AM
Item No. 2	EMERGING RISKS and AREAS of INTEREST			9:55 AM
2.1	Aviation Safety Scorecard	20	Lydia Hambour/Sophie O'Ferrall	9:55 AM
2.2	SSRP feedback - 2025 Review	10	Sophie O'Ferrall	10:15 AM
	Break	20		10:25 AM
2.3	Airspace - Airspace Risk Management System (ARMS) Project Update	60	Adrian Slootjes/Simon McDonald	10:45 AM
2.4	ADS-B Mandate Update	40	ASAP Chair	11:45 AM
	LUNCH	30		12:25 PM
Item No. 3	POLICY AND PROJECT PROPOSALS & UPDATES			12:55 PM
3.1	Emerging Technologies Update (RPAS and AAM)	20	Paul Hibberd	12:55 PM
3.2	Key Personnel Syllabus	50	Chris Hine	1:15 PM
Item No. 4	PRIORITY SAFETY MATTERS			2:05 PM
4.1	Implementation progress of deferred provisions	30	Steve Campbell	2:05 PM
4.2	Top 20 Priorities	20	Steve Campbell	2:35 PM
	Break	10		2:55 PM
Item No. 5	OTHER BUSINESS			3:05 PM
5.1	Secretariat Update	25	ASAP Secretariat	3:05 PM
5.2	Any Matters Arising	10	ASAP Chair	3:30 PM
5.3	In-camera ASAP Discussion	20	ASAP Members	3:40 PM
5.4	Meeting Close	10	ASAP Chair	4:00 PM



ITEM: OPENING

The meeting was declared open at 9.00am.

0.1 Acknowledgement of Country:

An acknowledgment of country was provided by the Chair.

0.2 - Opening Remarks:

The CEO/DAS welcomed members to the meeting and provided a membership update with the recent appointment of Mr Paul Crawford to the Aviation Safety Advisory Panel (ASAP).

The Panel was encouraged to provide frank feedback on priority areas, especially where a safety benefit isn't clear. It was expected that the use of expert reference groups is likely to grow as the Panel becomes more strategic in its advice to the CEO/DAS.

The Panel was provided with an update on the deferred provisions noting previous ASAP advice on the use of Aviation Safety Advisors to support the implementation of these measures.

CASA is progressing a number of initiatives to support the skills shortage of licensed aircraft maintenance engineers in Australia. Initiatives are focussed on streamlining training and accreditation pathways for Licenced Aircraft Maintenance Engineers - for both local students and skilled workers holding international or Defence qualifications.

In response to the question of a Panel member, updates were provided around service delivery timeframes and the Panel offered to provide feedback where improvements might benefit industry most. This led to discussion around ways in which CASA deals with significant and non-significant changes.

The CEO/DAS thanked Chris Hine for the significant work that has gone into developing material for Key Personnel Training which CASA will look to roll out with industry support.

0.3 – ASAP Chair Opening Remarks:

The Chair thanked members for their attendance and contributions to the Panel.

Members were provided with an overview on the use of expert reference groups (ERGs). The Chair advised that if it is anticipated that formal advice is required to be provided to the DAS, the matter should be progressed through the existing Technical Working Group (TWG) framework. Where the Aviation Safety Scorecard identifies a potential risk or where CASA project teams require industry assistance to help inform project proposals, an ERG will be established for a defined and finite period and was likened to a tiger team.

Efforts will continue to pursue the strategic development of the Panel.

ITEM 1– Review of Action Items:

The Panel was advised of the progress against outstanding action items. Table 1 outlines the progress of items:

Reference	Action/Recommendation
2023-1/7	Complete
2025-1/1	Complete



Reference	Action/Recommendation
2025-2/4	Ongoing, to be reviewed through expert reference groups.
2025-3/1	Complete
2025-3/2	Complete
2025-3/3	Complete
2025-3/4	Ongoing, Secretariat to follow up with AFAF TWG.

Table 1: ASAP Action Items

ITEM 2: EMERGING RISKS AND AREAS OF INTEREST

2.1 – Aviation Safety Scorecard:

The Aviation Safety Scorecard monitors industry aviation safety performance (including accident and incident counts and rates) as well as CASA's performance against State Safety Programme 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 September Scorecard was for 12 months through to the end of August 2025 with new data for July and August 2025.

2.2 – Sector Safety Risk Profile (SSRP) Feedback – 2025 Review:

The Panel was provided with an overview of the SSRPs that took place during 2025. Noting previous delays in issuing the outcomes report from the SSRPs, the Panel sought reassurance that SSRPs are being conducted in a timely manner. The Panel was advised that the current establishment timeframe is 2 months and that these timeframes are currently being met.

The Panel requested that an explanation of the use of bow-tie analysis in risk management be communicated across various channels.

2.3 – Airspace Risk Modelling System (ARMS) Presentation:

As requested through action item 2025-1/1, the Panel was provided with a presentation of the ARMS. CASA has developed the ARMS to quantify airspace collision risk in Australian airspace. ARMS provides first of type, world leading airspace risk assessment capability that enables rapid, consistent and reliable assessments of collision risk in current airspace and enables predictive airspace risk assessments to assess potential changes in activity.

ARMS has become a critical tool to support decision making for several CASA teams. ARMS has proven its value and importance to assessing airspace risks associated with airspace change proposals, emerging aviation activity, new technology and assessing the impact of aviation growth in locations such as Ballina, Western Sydney, and the Pilbara. Given this, CASA aims to maintain and build upon ARMS into the future. A briefing was provided to the ASAP, which included:

- How and why CASA developed ARMS
- The tools and modelling approaches used in the system
- A demonstration of how the system is used in practice to support decision making related to aviation safety.



ASAP acknowledged the sophistication and professionalism of the system and thanked staff for their presentation.

2.4 – ADSB Mandate Update:

The panel was provided an update from Tim Watling (DITRDCA) and Adrian Sloodjes on the Automatic Dependent Surveillance Broadcast (ADS-B) Mandate consultation, along with a summary of work of the Cross Agency Working Group.

The Panel thanked the presenters for their attendance and requested ongoing updates as available.

ITEM 3: POLICY AND PROJECT PROPOSALS & UPDATES

3.1 – Key Personnel Syllabus:

Further to action item 2023-1/7, Mr Chris Hine presented his key personnel training needs analysis and subsequent key personnel syllabus and training modules for:

- Head of Flying Operations
- Head of Operations
- Head of Training and Checking
- The Safety Manager.

The training course syllabus has been designed in 9 modules covering both technical and non-technical skills with material on safety and risk management and leadership and management skills. Most modules will have syllabus commonality only requiring slight contextual modifications to suit the particular key personnel.

This work has effectively mapped all the required competencies against the relevant CASRs and has effectively produced the course structure and requirements including the specific modules of learning.

Additionally, a complete and standalone *syllabus and resource pack* has been constructed for each key personnel discipline to assist parties who may wish to build certain courses and to enable individual and specialised content capture and maintenance over time.

A supporting course development and delivery resource pack provides further detail, suggested content, images, resources and links, matched to syllabus module learning objectives and performance criteria numbering. This document will make the construction of presentation material significantly easier, and the material can be updated over time.

It was noted that the general intent is that an organisation should align with the International Civil Aviation Organization (ICAO) Chicago Convention where possible with safety being incumbent on the entire organisation.

The presentation highlighted safety management needs to be tailored for each organisation.

The presentation was well received by the Panel. Members provided feedback that the timeframe of the course be limited to 3 days with an online capability. Potential for increased safety outcomes through decreased approval timeframes. Members also requested development of a module focussed on diversity and inclusion and to ensure the program includes a transferable accreditation.

CASA advised a partnership arrangement with the Regional Aviation Association of Australia (RAAA) has been established as an initial phase of the project. Panel members encouraged further leveraging of the syllabus through various industry avenues.

ACTION ITEM 2025-4/1: ASAP to provide advice to the DAS requesting urgency from CASA to deliver this training program to industry.



3.2 - Remotely Piloted Aircraft Systems (RPAS) and Advanced Air Mobility (AAM) discussion:

The Panel was provided a briefing on CASA's emerging technology program that noted CASA's pipeline of projects around emerging technologies (ET). It was noted that RPAS and AAM are key elements of CASA's overall safety regulation of the civil aviation ecosystem, and support for these sectors is consistent with the Australian Government's policy as set out in the Aviation White Paper.

The RPAS and AAM Roadmap constitutes the primary governance document to track and coordinate those preparations, collaborating with industry including through the established TWG. Current engagements suggest that the Roadmap arrangements are working well. Engagement with the TWG and other industry stakeholders, and broader horizon scanning activities, support CASA to undertake these preparations at the appropriate time to minimise immediate term impacts on other CASA activities, and in a way that results in flexible arrangements that support industry goals.

The Panel noted the work CASA is undertaking to be prepared for emerging technologies such as RPAS and advanced air mobility and at a strategic level, it's commitments under the Australian Government White Paper to support emerging aviation technologies. The Panel agreed to the extension of the trial Roadmap TWG and that CASA would provide at least quarterly written update in addition to the biannual meetings.

ACTION ITEM 2025-4/2: ASAP to provide advice to the DAS on RPAS & Roadmap activities supporting the continuation of work in these spaces and the establishment of TWGs as needed to support this work.

ITEM 4: SAFETY PRIORITY MATTERS

4.1 - Implementation of deferred provisions:

As requested through action item 2025-3/1 An update on the implementation of the Safety Management Systems (SMS) and Human Factors Non-Technical Skills (HFNTS) requirements is well advanced. The implementation approach intends to divide approximately 480 affected operators into two categories: small operators, defined as those with fewer than 10 safety-sensitive personnel (around 80–100 operators), and all other operators.

To assist small operators in transitioning, several measures are proposed. A safety manager training and assessment course will be offered to streamline the approval process for key personnel.

The implementation process will be supported by extensive pre-implementation education delivered by CASA's Aviation Safety Advisors.

Panel members encouraged key personnel courses be available to all members of staff and suggested future linkage between the safety management and change management systems.

4.2 – Aviation Policy Gateway – Top 20:

Further to action item 2025-3/2, the Panel noted the competing priorities of CASA as highlighted in the tabling of the Aviation Policy Gateway Top 20 projects.



ITEM 5: OTHER BUSINESS

5.1 – Secretariat Update:

The Panel was updated on out of session items since the last meeting including provision of the Aerodrome Rescue and Firefighting Services (Part 176) TWG report, establishment of the Class 5 Self-determination PIR TWG and the establishment of the RPAS Review TWG. The Secretariat noted the TWGs that have been established this year. Which include:

- Biannual RPAS-AAM Roadmap Implementation TWG
- OLS Modernisation TWG
- Business Transport TWG
- NVIS Fixed Wing TWG
- Class 5 Medical Self-Declaration Post Implementation Review TWG
- RPAS Review TWG

The Panel agreed advice to the DAS would be appropriate on the proposed *Aerodrome Rescue and Firefighting Services CASR Part 176*.

Appropriate acknowledgement was provided as the ASAP framework continues to evolve with the establishment of ERGs. The Panel was advised the Secretariat would be reviewing the ASAP terms of reference in line with the progression of ERGs. The Panel will be asked to endorse any updates to the ASAP terms of reference.

ACTION ITEM 2025-4/3: ASAP to provide advice to the DAS on the Aerodrome Rescue and Firefighting Services (Part 176) TWG in acknowledgement of the TWGs dissenting view.

ACTION ITEM 2025-4/4: ASAP Secretariat to update the ASAP Terms of Reference.

5.2 – Any Matters Arising:

Nil.

5.3 – In Camera ASAP Discussion:

N/A.

5.4 – Meeting Close:

The meeting was closed at 4:00pm.

Mr Andrew Andersen
Chair
December 2025



CHAIR

Mr Andrew Andersen

PANEL MEMBERS

Mr Stuart Aggs

Ms Adrienne Fleming

Mr Tom McCarthy

Mr Andrew Monaghan

Ms Shannon O'Hara

Mr Mark Wardrop

Ms Lea Vesic

CASA REPRESENTATIVES

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

Mr Andreas Marcelja (Executive Manager, Stakeholder Engagement Division)

Mr Steve Campbell (Executive Manager, National Operations and Standards)

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

SECRETARIAT

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