

Minutes of the 42nd Joint Meeting of the Civil Aviation Authority and the Aviation Community Advisory Group

Date:	Tuesday 10 th March 2020
Venue:	Level 15, Asteron Centre, 55 Featherston Street, Wellington
Attended:	<u>ACAG:</u> Paul Drake, Qwilton Biel, Bruce Robertson, Lachlan Thurston, Ian Andrews, John Cook, Jonathon Shorer, Dave Reynolds, John Nicholson, <u>CAA:</u> Graeme Harris, John Kay, Peter Mee, Mark von Motschelnitz, Helen Robertson, Mahanga Maru, Dean Winter, Janine Hearn, Shelley Turner

1. Welcome

The meeting opened at 12:55 pm.

2. Apologies

Kirstie Hewlett, Rob George and Steve Kelly

3. Minutes of Previous Meetings

41st Joint Meeting of CAA and ACAG held Thursday 14^h November 2019.

Actions from last meeting: See Appendix A.

All in agreeance.

4. Matters Arising

Regarding item 4 – Ian Andrews noted that he did not think his request should have been dealt with as an OIA request. Graeme Harris responded that all requests for information should be dealt with as OIA requests. This was good practice to ensure that all requests were appropriately tracked.

5. Director's Update

Organisational changes

Graeme updated ACAG on the organisational move to a functional structure. Phase 2 is now complete. 1 July 2020 is the target implementation date.

ADS-B Grant scheme update

Peter provided an update on the grant scheme. Online platform testing is happening. The website is being finalised. 1 staff member has been hired and 1 to come. A tentative launch date of end of March is planned. Ian Andrews questioned the Airways verification process.

Action: Peter Mee to confirm if payment of the grant is prior to verification.

Funding review update

CAA in the process of analysing submissions. The Board will consider recommendations on 27th March.

Jonathan Shorer questioned amount of funding required for RPAS oversight. Graeme noted that there were no proposals to fund full oversight of RPAS operations. John Kay noted that oversight costs were in the vicinity of \$500,000 per year. At this point it is

not possible to say what the exact figure would be in the future but that other sectors would expect the drone sector to pay for the risks they are creating in the system.

Lachlan Thurston questioned how COVID19 will impact passenger numbers. Graeme noted that passenger numbers were already softening and that COVID19 will impact numbers further. This will have a flow-on effect to CAA funding given CAA is levy funded. Lachlan asked whether CAA would need to revisit funding review. The Government will need to take a lead on this. Graeme noted that there are a number of agencies that will be affected.

ACAG's Terms of Reference

Paul Drake noted that ACAG was generally comfortable with the TOR. He noted clause 2 – the process of exchanging information in an open, transparent, structured and disciplined way. It would be good to remember this clause in our interactions.

Introduction of new DCEs

Graeme introduced four of the new DCEs: Shelley Turney, Janine Hearn, Dean Winter and Mahanga Maru.

ACAG's re-election

ACAG election will take place at the Aviation NZ Conference in August this year.

Update in regard to joint CAA/MoT/MBIE survey of UAS numbers

The survey was undertaken November – February. We expect to have headline results in next 2 weeks and full results next month.

Jonathan Shorer noted his concerns about the methodology and that the results should not be released until thoroughly checked.

John Nicholson noted that they would like to be involved in developing questions for any further surveys on this topic.

ACAG raised several other topics.

CAA priorities

John Nicholson asked Graeme what pressures and priorities CAA were facing, particularly in light of COVID19.

COVID 19: The Government has stood up NCMC and CAA will need to contribute resource to the whole-of-government response.

SMS Group 2 certification: The deadline is approaching but CAA is mindful of the impacts of COVID19 might have on some operators.

Pandemic planning and business continuity: The CAA is more resilient following measures put in place following the 2016 earthquake but focussing now on detailed planning.

International obligations: Work is underway to understand the impacts of not attending international meetings.

Improving regulatory performance: This is a key priority for the organisation.

Thought is being given to if there is a situation where operators can't comply with rules due to impacts of COVID19.

ADS-B – acceptance of low powered units

Ian Andrews sought clarification about the process to accept low powered units. John Kay noted that the Notice would provide the framework and was the next step. Qwilton Biel noted that following the Notice it is important to have a clear pathway around 'approved technical data'. There is a desire to avoid doing an STC and instead use AC43.14. The draft Notice will shortly be released, and this should provide clarity on this issue.

6. Update from Ministry of Transport

Kirstie Hewlett asked John Kay to convey her apologies for not attending. This was due to Ministerial meeting on COVID19.

Civil Aviation Bill (CAB)

MoT aiming to have the CAB introduced in May. This information is to be kept in-confidence.

Regulatory framework update - UAVs

MoT undertaking policy work on UAV registration, operator competency and UTM.

Action: MoT to provide detailed brief to ACAG on its drone work at next meeting.

7. Policy Project Update

Updates were provided on the policy projects. There was a discussion on the Runway Condition Reporting. The policy intent is to drive consistent use of terminology and standard reporting across all certificated aerodromes. We intend that the rule be written in a way that provides flexibility in relation to technology as more advanced technology to communicate information to the flight crew will be available in the future.

8. General Business

Lachlan Thurston raised the absence of a lack of a feedback loop regarding the priority placed on issue assessments. ACAG felt it was unclear what factors CAA took into account where prioritising issue assessments, and how ACAG feedback was taken into account. Peter Mee noted that the session with ACAG at the end of last year was very useful. There are a number of other factors that CAA take into account that mean ACAG's rating may differ from the final CAA rating.

Action: Peter Mee to provide advice to ACAG on criteria to assess the priority of issue assessment

Action: Peter Mee to set another issue assessment prioritisation session with ACAG.

9. Next Meeting – Tuesday 7th July 2020

Meeting closed at 2:34pm

Matters arising from the 14th November 2019 meeting:

- **Action 1:** *CAA to confirm if ASIMs replacement can generate ICAO Standard Operating Specifications regarding the Regulatory Craft Programme.*
We can confirm that ASIMs generate ICAO Standard Operating Specifications regarding the Regulatory Craft Programme.
- **Action 2:** *CAA to provide feedback to ACAG on possible amendments to the TOR prior to the next ACAG meeting in March 2020.*
To be discussed as an agenda item at the March ACAG meeting.
- **Action 3:** *CAA to clarify the status of non-TSO equipment as part of the ADS-B requirements.* We are currently drafting proposed amendments to the CAA Notice NTC 91.258 to allow for the use of non-Tso position sources. Expect to have the draft amendments finalised within the next couple of weeks, then published for public consultation. Shaun Johnson provided feedback to Ian Andrews on 24th February.
- **Action 4:** *CAA to provide Ian Andrews with key policy papers associated with the PPL medical project.*
One policy paper provided by Helen. The remaining papers are being dealt with through the OIA system.
- **Action 5:** *CAA to investigate the possibility of on-line defect reporting in relation to Accident and incident reports.*
Our website can currently do this – please find the form located here:
<https://occurrences.caa.govt.nz/ProdUI/>