

UA Leadership Group Meeting Notes

Chairperson	Kirstie Hewlett
Date/Time	Monday 27 th August 10-12pm
Location	Ministry of Transport Level 1, Westpac House, 318 Lambton Quay
Invited participants	Peter Crabtree (MBIE) John Kay (CAA) Steve Moore (CAA) Graeme Sumner (Airways)
Attachments	<p>Agenda item 2:</p> <ul style="list-style-type: none"> • UA Working Arrangements • Draft TOR UA Leadership Group • Draft TOR UA Advisory Group <p>Agenda item 3:</p> <ul style="list-style-type: none"> • Draft vision paper <p>Agenda item 4:</p> <ul style="list-style-type: none"> • Draft work programme <p>Agenda item 5:</p> <ul style="list-style-type: none"> • TOR for Testing and Trialling Group <p>Agenda item 6:</p> <ul style="list-style-type: none"> • Platform play paper

1. Apologies

- Graeme Sumner (Airways) was an apology – Trent Fulcher (Airways) sat in for him
- Other attendees:

- [REDACTED] and [REDACTED] (MoT) provided a secretarial role
- Kjesten Wiig and Michelle Schulz (MBIE) attended to support Peter Crabtree (MBIE)
- Richard Cross (MoT) attended for item 3
- Karl Simpson and [REDACTED] (MoT) attended for item 4

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under 9(2)(a)

2. Review working arrangements (MOT)

- The group partly considered the overall governance structure. It noted that:
 - consideration should be had on the role of the advisory group and whether there are too many members
 - any advisory group should actively call on experts in the UA field (and related areas) to provide advice on specific pieces of work
 - there would be different groups for different tasks.

- The group considered the terms of reference of reference for the UA Leadership Group.
 - Trent noted that although the Leadership Group should not be in place to actively develop UA related policy, it should apply influence and strategic direction on high level UA policies. The Group suggested a wording change, to one of the bullet points in the TOR, the group agreed.
 - Kirstie talked about whether we need an independent person to join the Leadership Group. This idea came from the New Southern Sky approach. Kirstie noted that if we are to go ahead with this approach we are looking for a systems policy thinker to fit this role. The Leadership Group decided that we did not need an extra member as there was enough expertise within the member organisations.
- **ACTION** – MoT to provide another version of the UA Advisory Group TOR to note the changes discussed by the Leadership Group (smaller membership and agency and industry split)
- **ACTION** – MoT to tweak one of the bullet points in the UA Leadership Group TOR to note that the Group is to provide strategic direction on high level policy matters

3. Vision paper (MOT)

- The group discussed the objective and scope of the vision paper.
 - The Leadership Group agreed to the objective and scope of the vision paper.
- Update on process and timeframes.
 - [REDACTED] discussed the process and timeframes for the vision paper. An engagement draft of the paper is due to the Minister on 31 August 2018. If the Minister approves we are then intending to engage with the sector and interested parties in September/October of this year to hear their views so that we can continue to shape our work.
 - We will then incorporate all feedback and prepare a paper for the Minister to take to Cabinet before the end of the year (November/December).
- Platform play update by MBIE
 - Kirstie talked about packaging various initiatives e.g. vision and platform play so that it can be easily understood by Ministers.
 - Peter talked about the platform play approach and what the concept intends to address. The Leadership Group agreed that both papers have some bits missing in the middle to portray how they will work together.
 - Peter described how the platform play would help shape the vision work and that it came from the government's economic objectives. MBIE and Airways noted that the platform play would be complementary to the vision paper.
 - Kirstie noted that we need to be clear about how these two pieces of work fit. We are going to struggle if they don't.
 - The biggest concern was on paragraph 53 in the MBIE briefing to their Minister on the platform play for advanced aviation technologies. Discussion was had on trialling in urban areas and what is required to do so. In the current rule set this can be done but it depends on what the problem is.
 - The Leadership Group agreed that trials need to happen but have to be done within the existing rules. It was agreed that the text needs to change. [REDACTED] to provide wording to change para 53 – trials need to be in line with the existing rules.

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- **ACTION** - MBIE to have a go at producing a diagram to show how the Vision Paper and Platform Play complement each other
- **ACTION** - MoT to provide track changes to wording in para 53 of MBIEs platform play paper
- Endorse the vision paper.
 - Steve said that he is generally happy with the contents of the vision paper and in particular that all UA were covered from small recreational ones to 747s.
 - The Leadership Group's other comments on the paper were that we need to:
 - strengthen the need for social licence to be built into this work and talk about the nuisance side of UA operations
 - have an explicit statement about NZ being a place of choice for testing and trialling technologies – NZ attractive place for UA investment is not sufficiently strong enough. Extending wording – Michelle to provide wording
 - have a section on the recreational GA community - discuss how both UA and GA can successfully contribute to enhancing the economy – need to note that this could be a transitional issue and that it may affect other aspects of the economy e.g. each know where each other is, view that the space they can operate in is shrinking, acknowledge that this is an issue that we need to look into
 - continue to be ahead of the game internationally but can't go against our treaty agreements – need to discuss this in the success factors
 - discuss national security in the success factors
 - acknowledge that we will be moving quickly on this work as time is a critical factor.
 - Timeframes of the document were discussed – we need to crawl before we can run, the work programme will describe what the timeline is and the blue print to achieve our vision.
 - Trent noted that other countries are moving very fast on the areas we have noted in our paper.
 - Space legislation was discussed and how it is similar to this work.
 - We intend to talk to the sector about the vision paper and also work on the programme timeframes at the same time.
 - Next governance meeting will have a discussion about the work programmes/plans – Trent noted that this needed to be in a project plan format with timeframes, resourcing etc.
 - Group endorsed the paper but would like the changes run past them as a FYI.
 - **ACTION** – MoT to incorporate feedback into final draft version of the Integration paper

OFFICIAL INFORMATION ACT

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- [REDACTED]
- [REDACTED]

4. UA work programme (MOT)

- Karl prepared slides on the work programme and discussed them with the group (these are attached) – these covered the policy investigations MoT and CAA are working through for both Part 101 and 102. Other aspects like, UA registration, the consent provision and maximising ADS-B were discussed.
- Trent talked about the need to provide incentives to UA operators as being a big part of any regulatory regime.
- Trent raised the point that the problems Karl discussed are stifling UA business.
- Karl noted the process and timeframes required to action the current regulatory work programme.
- **ACTION** – MoT to draft work programme methodologies for each of the pieces of UA work to be provided to the Leadership Group for endorsement at its next meeting.
- UA benefits study.
 - The Leadership Group agreed that we needed to commission some work to understand the benefits that UA operations could provide.
 - The Leadership Group agreed that the work should not only discuss the broader benefits but also have specific use cases – agriculture, freight and passenger movements etc.
 - Any financial contributions from the organisations of the Leadership Group were welcomed.
 - **ACTION** – MoT to circulate a draft TOR for a UA benefits study for comment

5. Update on testing and trialling activities & engagement with companies (Airways and MBIE)

- Michelle described the purpose of the testing and trialling group and noted that the group should report back to the Leadership Group on a case by case basis.
- Trent noted a lot of companies are interested in coming to test and trial their technologies in New Zealand.
- Michelle noted that we want to be more proactive rather than reactive in the UA area.
- It was agreed that a regular report back to the Leadership Group is necessary and also to report back if there is anything else that needs to be managed.

6. Understanding links with other pieces of work

- Links with New Southern Sky work programme were discussed.

Other points

- Discussion was had about a future Ministers meeting to discuss the platform play and vision paper.

Actions log

Action	Responsibility
To provide another version of the UA Advisory Group TOR to note the changes discussed by the Leadership Group (smaller membership and agency and industry split)	MoT
Tweaking one of the bullet points in the UA Leadership Group TOR to note that the group is to provide strategic direction on high level policy matters	MoT
Draft work programme methodologies for each of the pieces of UA work to be provided to the Leadership Group for endorsement at its next meeting	MoT
Incorporate feedback into final draft version of the integration paper	MoT
MBIE to have a go at producing a diagram to show how the Vision Paper and Platform Play complement each other	MBIE
Provide track changes to wording in para 53 of MBIEs platform play paper	MoT
Circulate a draft TOR for a UA benefits study for comment	MoT

Next meeting – Early November 2018