

Notes from CAA/ACAG Meeting
Wednesday 25 July 2012
CAA Office, Wellington

Present: John Kay, Rosemary Hughes, Mark von Motschelnitz, Graeme Harris, Charlotte Day, Graham Boxall, Mark Hughes, John Pearce, Mike Groome, Mark Stretch, Qwilton Biel, Mike Caldwell, Max Stevens, Errol Burtenshaw, Paul Drake, Ross Gillespie, Derek Edwards

- Minutes of the 7 March 2012 meeting were accepted.
- The presence of the Director, and non-attendance of the Ministry of Transport representative was considered significant.
- John Kay back grounded the ACAG Discussion Document and the Issue Assessment Process Flow-Chart was tabled to clarify that aspect of the proposal.
- The issue assessment process is an attempt to add significant front-end analysis and consideration to issues before they get anywhere near the rules development process. The concept is that the CAA will use a formal process to drill down to the root cause of the issue and assess all sorts of intervention options before even thinking about rulemaking as the preferred solution.
- If the formalized assessment process identifies rulemaking as the preferred solution, then the outputs of the assessment provide the initial background to MOT for inclusion on the rules programme.
- Mark von Motschelnitz advised that to date CAA have utilized the process on approximately 25 issues. It is being fine-tuned but the general feeling was that it instilled much more rigor in identifying exactly what the real issues are.
- ACAG supported the concept of up-front analysis to get initiatives targeted correctly, however it also flagged a concern at the potential lack of external input to the assessment process.
- It was suggested that involvement of ACAG at the draft issue assessment paper stage might provide a meaningful “sense check” on the process and reduce the chance of negative feedback when an intervention begins implementation.
- Graeme Harris noted that perhaps ACAG’s focus is going to move towards interventions rather than solely rules development.
- It was agreed that the CAA policy analysts who had written the paper would now consider what if any changes were thought necessary to integrate the new assessment process with the existing ACAG mechanism.
- The meeting was advised that a cabinet paper was very close to completion which if approved will enable a suite of rule changes to enact SMS within the rules sometime next year. The methodology being proposed is a global change to introduce risk management to the system in one go but with a phased implementation timeline.
- Next meeting scheduled for November 2012, date to be confirmed.

Copy of **Issue Assessment Process Flow-Chart** attached.

Issue Assessment Process Flow-Chart

