

CIVIL AVIATION AUTHORITY
MINUTES OF THE 515th BOARD MEETING HELD ON
WEDNESDAY 17 JANUARY 2018, CAA HOUSE

Present:

Dame Deirdre Hutton Chair
Mr Andrew Haines
Mr Peter Drissell
Mr David Gray
Mr David King
Mr Michael Medlicott
Mr Richard Moriarty
Ms Kate Staples Secretary & General Counsel
Mr Mark Swan
Mr Chris Tingle
Mr Graham Ward
AVM Mike Wigston (except for items VII-IX)

Apologies:

Dr Ashley Steel

In Attendance:

Mr Tim Johnson
Mr Richard Stephenson
Mr Peter Fiddy For item VI
Ms Rachel Gardner-Poole For item V
Mr Padhraic Kelleher For item X
Ms Angela Lynch Minute taker
Mr Ed Weston

I. APOLOGIES

1. There were apologies from Dr Steel and it was noted that AVM Wigston would be absent between 11:30 and 13:30.

II. CONFLICTS OF INTEREST, PREVIOUS MINUTES, AND MATTERS ARISING

2. No new or changed conflicts of interest were declared.
3. The minutes of the last Board meeting were approved, subject to minor rewording under paragraph 91 to reflect that the Board had approved the Chair's proposal for this year's Board evaluation.

4. Under matters arising, Mr Haines confirmed that Baroness Sugg would be visiting CAA House on 2 February for a briefing session as reported at the December meeting.

III. CHAIR'S UPDATE

5. The Chair informed the Board of recent meetings, including a breakfast roundtable discussion with Sir Keir Starmer MP on the topic of Brexit. The need to focus on an outcome that supported the UK economy and jobs was highlighted, along with Sir Keir's own views on the need to continue cooperating with relevant EU agencies, future EU decision making and the role of Northern Ireland in the negotiations. During the discussion, the Chair shared key aviation sector issues.
6. The Chair noted that Sir Keir had knowledge of some aviation issues, but agreed with the Board that she would follow up with him to offer a more detailed briefing on the sector's current views.

Action: Chair's Office

7. The Chair and Mr Moriarty informed the Board of the recent meeting with the Chair of ATIPAC. It was agreed that the forum was useful for engaging trade consumer groups and exploring potential new policy ideas.

IV. CHIEF EXECUTIVE REPORT (DOC 2018-001) BY ANDREW HAINES

8. Mr Haines updated the Board on key meetings and live issues.
9. The Board approved the appointment of Garry Copeland to the role of ASSI Chair, replacing Roger Whitefield, who is standing down. Ms Staples noted that the recruitment competition had produced a number of high calibre applicants.
10. Mr Haines briefed the Board on the ongoing Star & Key Travel court case, previously reported to the Board following the CAA's discovery of a number of apparently fraudulent claims against the ATT.
11. The Board noted the good news that the EASA Basic Regulation had been endorsed by the 28 Member States. If passed through its final stages it will form part of the EU acquis. The Board recognised the significant contributions from CAA staff to this work and extended their thanks in particular to Sarah Hill.
12. The Chair requested that a one-pager be circulated to the Board to brief them on the significant changes within the new regulation.

Action: Mr Johnson

13. Mr Haines noted the update on the CAA's work with MedView airlines, following passenger disruption in the UK over the Christmas period.

14. The Board briefly discussed the Heathrow expansion plans and recent related media coverage. It noted the ongoing stakeholder debate relating to sole promoter status. Mr Moriarty commented that stakeholders were likely to debate the topic with increased vigour over the coming months ahead of the parliamentary scrutiny sessions due to take place in the summer.
15. Mr Moriarty updated the Board on the CAA's input into the Government's plans for the Airline Insolvency Review. He clarified the expectation that small changes to the insolvency regulations would provide assurance for the CAA working more closely with administrators to provide repatriation when market failures occur. Ms Staples noted that accessing aircraft for wide-scale repatriation was an ongoing issue being investigated. The findings would be fed into government ahead of the full insolvency review.
16. Ms Staples clarified the information in the report relating to the DfT's support for proposals to create a provision for accident planning as part of the CAA's airline licensing and foreign carrier permit processes.
17. The Board noted the report.

V. OGC ANNUAL REPORT (DOC 2018-002) BY KATE STAPLES

18. Ms Staples reported on the OGC's performance and work programme over the past 12 months. She highlighted forthcoming structural changes, which included increased business management support across the directorate and the appointment of a Deputy General Counsel to provide direct support to the General Counsel. AVM Wigston commented that the appointment of a Deputy would also reduce the concern over single point of failure issues.
19. Ms Staples discussed the OGC approach and experiences of cross-team working. She stated that there had been improvement in several areas, but there was still further work to be done.
20. Ms Staples highlighted that over the past 12 months the CAA's public profile had risen considerably, with it receiving positive recognition of its value in promoting passenger rights and the successful Monarch repatriation programme. 2018 would potentially be a more challenging year with the focus on a number of legal cases that could prove more contentious.
21. The Board discussed feedback from internal audit. The importance of teams not relying on internal audit as a line of defence was noted, both for their benefit and to maintain the independence of internal audits. This matter would be covered formally at the next Executive Committee audit reporting session and if necessary at the next Audit Committee meeting. Mr Ward confirmed that he, Ms Staples and the Head of Internal Audit were also currently reviewing the quality of external and internal reports.