

CIVIL AVIATION AUTHORITY
MINUTES OF THE 525th BOARD MEETING HELD ON
WEDNESDAY 12 DECEMBER 2018, CAA HOUSE



Present:

Dame Deirdre Hutton

Chair

Mr Richard Moriarty

Mr David Gray

Mr David King

AVM Gerry Mayhew

Mr Michael Medlicott

Mr Graham Ward

Mr Paul Smith

Ms Kate Staples

Secretary & General Counsel

Mr Mark Swan

Mr Chris Tingle

Apologies:

Mr Peter Drissell

In Attendance:

Mr Peter Fiddy

Mr David Oastler

for item VI

Mr Tim Johnson

Mr Jon Round

for item XI

Mr Richard Stephenson

Matt Taylor

for item VIII

Ms Angela Lynch

minute taker

Ms Jenny Willott (Chair,

for item V

Ms Harriet Gamper

for item V

CAA Consumer Panel)

Ms Nicole Herrington

for item XI

Mr Iain Libretto

for item VIII

I. APOLOGIES AND INTRODUCTIONS

1. There were apologies from Mr Drissell, with Mr Fiddy welcomed as his representative.

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

2. The previous minutes were agreed, subject to minor rewording of paragraph 41 to more accurately capture Mr Gray's remarks and a typographical correction.

3. It was agreed that the update under action 15 would be reworded and that action 40 had been completed. AVM Mayhew informed the Board that he was the MoD contact on Brexit-related aviation matters.
4. There were no new conflicts of interest declared.

III. CHAIR'S UPDATE

5. The Chair gave an update on recent meetings, including meetings with Lord Paul Deighton Chair of Heathrow Airport Holdings Ltd. (HAL) and Declan Collier, the new Chair of the Office of Rail and Road (ORR).
6. The Chair noted recent wins for CAA crisis communications at the European Excellence Awards 2018 and ICCO Global Awards 2018. The Board congratulated Mr Stephenson and his team.
7. The Board noted the recent lunch and learn staff event with Dame Eleanor Laing MP, which the Chair reported had been very well received.
8. The Chair informed the Board of her recent engagement with CAA International (CAAi) on its business model and current and future priorities. The Chair noted the interconnected nature of CAAi and CAA development, citing as a recent example the establishment of the CAA's innovation capability as an opportunity for CAAi to develop products in this area. Mr Medlicott added that, following discussion at the CAAi Management Board meeting that morning, a product development working group had been put together to drive new developments forward.
9. The Chair informed members that three new CAA Non-Executive Directors had now been recruited. They will join between January and July 2019 and are Anne Lambert, Marykay Fuller and Katherine Corich. Mr Stephenson confirmed the information would be shared internally tomorrow before being made public. The Chair asked that their CVs be circulated to Board members for information.

Action: Chair's Office

10. The Board welcomed news that former CAA Board member Michael Wigston had been promoted to Air Chief Marshal and appointed as Chief of the Air Staff. The Chair confirmed that she would send a letter extending the Board's congratulations to him.
11. The Board noted the update.

IV. CHIEF EXECUTIVE REPORT (DOC 2018-96) BY RICHARD MORIARTY

12. Mr Moriarty updated the Board on key meetings and live issues.

13. Ms Staples gave an update on an ongoing litigation case. The Board expressed its view on the case based on the legal advice provided, noting the importance of avoiding unnecessary financial costs.
14. The Board approved the CAA EUROCONTROL charges specifications for 2019 as detailed in the report.
15. The Board noted the ASSI strategy and business plan document, as submitted to the Secretary of State for Transport.
16. Mr Swan gave a further oversight safety regime update in relation to the Leonardo AW169 helicopters. The Board noted the Emergency Airworthiness Directives (EADs) issued by EASA and the ongoing engagement between the AAIB and CAA.
17. The Board noted the recently endorsed (by European Council leaders) Political Declaration on the future relationship between the UK and EU, and its references to EASA and other aviation sector issues.
18. An update was given on Project Matterhorn.
19. Mr Smith gave an update on action being taken under the Regulation EC261/2004 and the Consumer Protection from Unfair Trading Regulations (CPRs).
20. Mr Medicott noted the mid-year update for the CAA's assessment of airport's accessibility performance. Mr Smith confirmed he would be meeting with airports whose performance raised concerns. The Board noted the report.

V. CAA CONSUMER PANEL ANNUAL REPORT (DOC 2018-097) BY TIM JOHNSON

21. The Board welcomed Ms Willott, in her role as Chair of the CAA's independent Consumer Panel, and Ms Gamper to the meeting.
22. Ms Willott briefed the Board on changes to the membership and organisation of the Panel over the past year. She highlighted that the Panel's workplan had been tied into the CAA's to ensure consistency and to maximise its impact on key consumer issues in aviation.
23. The Board noted the work being done under the three main headings of redress, access and quality. Ms Willott outlined the Panel's plans to progress these themes over the coming months. This included through engagement with relevant CAA colleagues and supporting Government and wider stakeholder discussions.
24. Under redress, the Board discussed the topic of Alternative Dispute Resolution (ADR). Ms Willott highlighted the Panel's proposals in this area, which included a desire for mandatory ADR and consideration of ways to achieve better consistency of outcomes, such as through a single provider system.
25. Ms Willott confirmed that the Panel had provided input to the Department for Transport's (DfT's) Aviation Strategy, including looking at new ways of improving