

Drone Leadership Group Agenda

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| Chairperson | Kirstie Hewlett |
| Date/Time | Wednesday, 28 August 2019 1.30-3:00pm |
| Location | Ministry of Transport 3 Queens Wharf, Wellington, 6011 |
| Invited participants | Peter Crabtree (MBIE) John Kay (CAA) Steve Moore (CAA) Graeme Sumner (Airways) Bryn Gandy (MoT) Kirstie Hewlett (MoT) Note, other staff from the respective member agencies will also be in attendance |

- 1. Apologies 1 mins**

 - John Kay was an apology
 - Graeme Sumner was also an apology. Trent Fulcher attended in his place

- 2. Discussion on UAVNZ's 2020 symposium, and on other support for the group 15 mins**

 - Drone leadership group support of a future UAVNZ symposium was discussed
 - All agencies agreed in principle to offer support to UAVNZ with its symposium and discussed the different ways it could provide assistance – however each agency would need to consider its contributions (financial or otherwise) separately
 - It was agreed that the member agencies would come together at a working group level to discuss specifics for example:
 - What we would like to get out of this opportunity?
 - What some potential themes would be?
 - The Group also agreed that it was important to have a strong industry voice for the drone sector, and there may be a case for considering ways to support UAVNZ to be grow to a point where it can operate sustainably

- 3. Discussion on Local Government involvement in the Leadership Group (MoT) 10 mins**

 - Kirstie spoke to this item and talked specifically about the need to engage thoroughly with Local Government on all of the drone work programme

- Kirstie reiterated that one of the functions of this Group is the coordination of central government drone activity, which often required discussions on sensitive or confidential matters
- The Group agreed that there are a number of different viewpoints across councils on drones. A targeted approach through Local Government New Zealand to work with this part of the drone sector was agreed to

4. Proposed survey work (CAA)

10 mins

- MoT talked to this item and provided an overview of the proposed survey work
- The Group agreed that as central Government we want to have one source of the truth when it comes to research so that we continue to be joined up
- Airways discussed its involvement in the initiative and said it will contribute to it through providing information to help inform the survey process. While it would not be making a financial contribution to this research, it did not intend to commission other research on similar topics
- Airways also talked about its education and market research campaigns and how it has collaborated with the CAA
- The Group agreed to proceed with the proposed survey work and asked that CAA commission the work

5. Upcoming Comms (MoT)

5 mins

- MoT talked to this item.
- The Group discussed what the cross agency protocol for comms is and noted that there are opportunities to be more proactive in highlighting the benefits of drones to build social acceptance
- The Group also discussed being more proactive and joined up in respect to our comms work

6. The next drone forum (MoT)

5 mins

- MoT talked to this item and noted that the next forum will be in late October and likely be about regulatory work
- The Group was asked to let MoT know by 5 September if they have specific items they would like to include on the agenda for the forum

7. Update on test sites and other work (MBIE)

15 mins

- MBIE provided an update on the airspace integration trials work
- The group discussed the work and the challenges with delivering it amongst other parts of the drone work programme
- MBIE also provided an update on the work being done to assess the need for test sites for UA in New Zealand
- Kirstie suggested that MBIE, the Ministry and CAA work together on the best approach for consultation on this work and the work being done in the regulatory work stream

8. Ministry of Transport update (MoT) 5 mins

- MoT talked about its regulatory programme
- It also discussed its approach for stakeholder engagement on its regulatory work
- MoT will share the engagement document with the rest of the leadership group member agencies

9. CAA update (CAA) 5 mins

- Steve had to leave the meeting and was not able to provide an update. However, a lot of CAA's work has involved working with MoT on the regulatory work programme

10. Airways update (Airways) 5 mins

- Trent gave this update.
- He noted the work Airshare have been doing including the release of a new app in September which will provide more information and improved features for its users

11. Other business (All) 5 mins

- NA

12. ICAO Assembly (MoT) 5 mins

- Kirstie had to leave before we got to this item and noted that she would provide an email update to the Leadership Group

| Action | Agency |
|---|------------|
| Comms group to work together to provide a timeline of all the respective agencies announcements and discuss how we can be more proactive in this area | MoT |
| Any substantive items for the October Drone Forum to be provided to MoT by COP 5 September 2019 | All |
| MBIE & CAA to work together on protocol to manage the conflict of interest with the Airspace Integration Trials work | MBIE & CAA |
| MoT will share its regulatory policy engagement document with the rest of the leadership group member agencies | MoT |