

Ground Based Navigation Aids Review Panel:

Terms of reference

1. Purpose

The role of the Ground Based Navigation Aid (GBNA) review panel (GBNARP) is to review the current GBNA infrastructure and proposed changes, to ensure that it will provide New Zealand aviation system safety, security and resilience, in the event of aircraft Global Positioning System (GPS) loss, or partial, regional, national loss of the Global Navigation Satellite System (GNSS)¹ network.

2. Tasks of the GBNARP

Specifically, the GBNARP must evaluate the current network of GBNA to determine and recommend:

- the future GBNA infrastructure needed to support the minimum operating network (MON),
- the GBNA infrastructure required for a contingency network (CN) to ensure navigation capability between Auckland, Wellington, and Christchurch,
- the GBNA infrastructure necessary to support national security and resilience (NSR),
- a plan for change in the GBNA infrastructure to ensure a seamless transition from the current GBNA inventory to one that supports the MON and CN.

Accordingly, the GBNARP will recommend:

- the retention of a GBNA,
- the addition of a GBNA,
- the replacement of a GBNA,
- the planned removal of a GBNA,

¹ The only GNSS service certified by the International Civil Aviation Organisation (ICAO) for aviation use is currently the United States Global Positioning System (GPS).

When considering these matters the GBNARP must determine methods, processes and criteria on which to evaluate the GBNA network and make recommendations; consideration will include but is not limited to²:

- the current GBNA network,
- transitional GBNA infrastructure,
- the MON,
- the CN,
- the needs of users of the GBNA network including domestic and international operators, the New Zealand Defence Force (NZDF), smaller operators and helicopters, aerodrome operators, and general aviation (GA),
- the types of GBNA required for the New Zealand aviation system (VOR, DME, NDB),
- the acceptable levels of GBNA related risks for the New Zealand aviation system,
- the Global Air Navigation Plan (GANP), the National Airspace and Air Navigation Plan (NAANP), the NSS GBNA Strategy (2016), the Airways Future GBNA Strategy (2014), Civil Aviation rules and other relevant planning and strategy documents,
- any transitional arrangements necessary when modifying the GBNA network (e.g. the availability of published RNAV procedures, conventional procedures, and the availability of equipment on board aircraft),
- the requirement for periodic reassessment of the GBNA network,
- national security and resilience aspects of the GBNA³; and,
- the GBNA impact on aviation services to regional communities.

In making recommendations on these matters the panel is expected to engage, communicate with and seek feedback from their organisations and sector groups on the recommendations and their likely benefits and consequences. (refer also to Media management and engaging with aviation communities below).

The GBNARP does not:

- approve of expenditure by any agency, group or individual related to a GBNA,

² These methods, processes and criteria were identified by the GBNA Workshop 30 Nov 16.

³ This includes regional access and assistance in emergencies

- develop policy, rules or regulation on GBNA,
- directly procure equipment, materials, or technical services related to a GBNA,
- direct government or sector agencies,
- undertake any other activities normally done by member agencies.

3. Powers to Act and reporting

The GBNARP will make recommendations on GBNA infrastructure changes to the relevant GBNA decision makers⁴.

Reports will be available to all GBNARP members and their communities except where information is withheld under the Official Information Act 1982.

4. GBNARP membership

The GBNARP will comprise the following organisations representing the following sectors. Each organisation will have one representative on the panel.

Civil Aviation Authority:

NSS lead partner and Government agency representing aviation safety,

Ministry of Transport:

NSS partner and Government Ministry representing national security and resilience, lead Government Ministry with access to 'whole of Government' views,

Airways Corporation:

NSS partner, State owned enterprise and New Zealand's air navigation service provider,

Air New Zealand:

NSS collaborator, large airline, domestic carrier and international operator,

Qantas Group (Jetstar/JetConnect):

NSS collaborator, large airline, domestic carriers and international operator,

NZ Airports Association:

NSS collaborator, aerodromes who may own and require the GBNA,

⁴ The GBNA decision makers are the Airways Corporation and the owners of GBNA capabilities deployed in the NZ FIR.

New Zealand Aviation Federation:

NSS collaborator through AOPA and Aviation NZ, GA, small domestic fixed wing and helicopter operators (Pt 135), Flying Training organisations and Emergency Management Services,

NZDF:

NSS collaborator; the Royal New Zealand Air Force (RNZAF) will represent the NZDF,

Aviation NZ:

NSS collaborator; Aviation NZ represent the interests of GA, particularly the Flight Training Organisations,

Others:

The GBNARP will invite input from and consider submissions from all aviation sector participants that use, own or pay for a GBNA capability within the NZ FIR. Local Government, or relevant Councils in the case of specific areas of IFR access, will need to be consulted when decisions on GBNA are considered.

5. Administration

5.1 Meeting location and format

The panel will meet in Wellington, Auckland or Christchurch as required. Video conferencing will be available in exceptional circumstances. Panel agendas and reports will be circulated five working days before the meeting

5.2 Meeting frequency

The GBNARP will meet initially on 26 January 2017 in Wellington. The GBNARP will subsequently meet quarterly or as required by the panel. GBNARP members will be one voting, with one backup (attending) to maintain continuity in the absence of the lead representative. The GBNARP will complete its work within the 2017 calendar year.

5.3 Quorum and voting rights

A quorum will be half the number of organisations represented on the panel plus one. The GBNARP may approve alternate members from representative organisations. Alternative members may vote in the absence of the principal organisational representative.

5.4 GBNARP Chair

The GBNARP will elect a Chair. The Chair will not have a casting vote.

5.5 Meeting Minutes

Minutes of GBNARP meetings covering discussions, agreements, decisions, actions (time referenced) recommendations will be taken.

The business of the GBNARP, including reports and minutes, is subject to the Official Information Act 1982.

5.6 Servicing the GBNARP

The GBNARP will be serviced by the NSS team, with the support of programme partners where requested. This will include Director NSS having observer status at the meetings and being available to provide advice and guidance to the panel.

GBNARP members are expected to cover their costs of undertaking panel business and engagement with their sector groups.

The NSS team will maintain a Register of GBNARP recommendations with the date by which a response has been requested from the decision maker(s).

The NSS team will report any overdue responses to the Chair of the GBNARP as soon as they are flagged.

6. Acting in good faith

6.1 Conflicts of interest

The panel acknowledges that the nature of the work undertaken will inevitably lead to conflicts of interest (direct, indirect and perceived) and that these conflicts need to be managed transparently and carefully.

Conflicts of interest will be declared and recorded at each meeting.

The GBNARP will develop a process for managing conflicts of interest.

The Chair will decide on the appropriate management of conflicts of interest as they arise.

6.2 Framework for decision making

The GBNARP will strive for consensus decision making.

Where consensus cannot be achieved, the GBNARP will agree recommendations on a simple majority. Reports representing other views will be accepted by the GBNARP and forwarded with the recommendations to the appropriate decision makers (refer escalation process below).

6.3 Escalation

Where the GBNARP cannot achieve consensus and the work of the panel cannot proceed, the GBNARP may decide to escalate the matter for decision. Similarly, where a recommendation of the GBNARP is declined by the decision maker, escalation for an agreed decision at a higher level will use the following process:

- for matters of Security and Resilience, escalation will be to the Ministry of Transport for consultation with relevant agencies (NZDF, Civil Defence etc),
- for matters of Regional Economic Development, escalation will be to the Ministry of Transport for consultation with the Ministry of Business, Innovation and Employment for advice and direction as required,
- for matters of Aviation Safety, escalation will be to the Civil Aviation Authority.

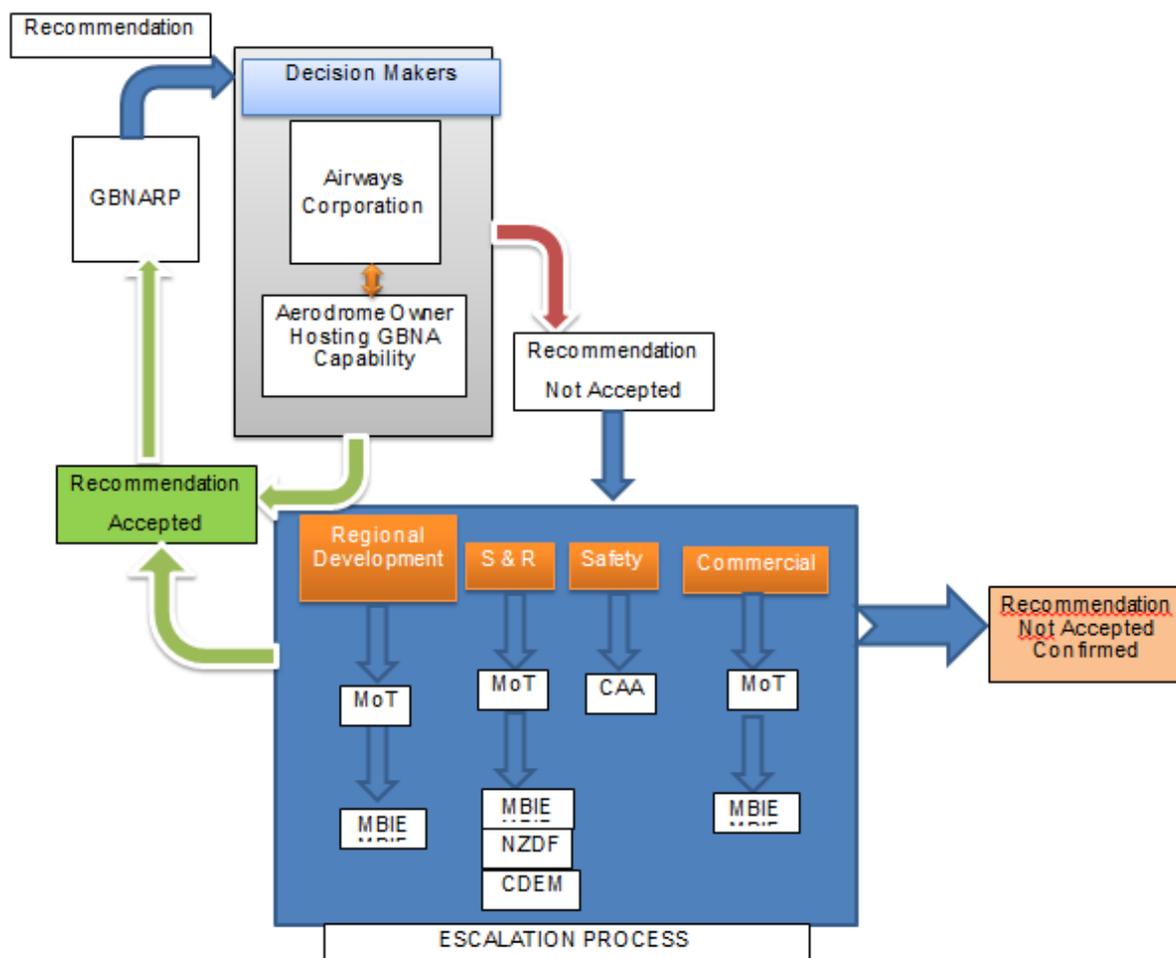


Figure 1 GBNARP Recommendation/Decision Making Process

7. Media management and engaging with aviation communities

The panel acknowledges the importance of communicating the business of the GBNARP and engaging with sectors of the aviation industry. The panel also acknowledges the need for clear and consistent messaging to stakeholders and operators.

The principal source of media information on the GBNARP will be the Chair of the GBNARP.⁵

However, all GBNARP members have the right to discuss GBNA matters with the media from their perspective.

In so doing the GBNARP agrees a 'no surprises approach and a commitment to share media releases, articles and communication material' before publication.

The GBNARP will be provided agreed resource material by the NSS partners to support panel members engaging their community of interests.

⁵ Not considered by the workshop but would be regarded as good practice