



TAF3 Implementation Working Group Meeting – 2 Meeting Record

The second meeting of the TAF3 Implementation Working Group was held virtually via Microsoft Teams on 7th July 2020.

List of Attendees

David Thomas	CASA	Brett Anderson (CHAIR)	BoM Aviation
Michael White	CASA	Emile Jansons	BoM Aviation
Roger Crosthwaite	CASA	Jessica Neaves	BoM Aviation
Flynn Kenny	Defence	Annabelle Ford	BoM Met Authority
Graham Rennie	IATA	Cathy Kingston	BoM Aviation
Lex Garriock	Virgin Australia	Fons van Loij	BoM Aviation
James Ritchie	Virgin Australia	Amber Raman	BoM Met Authority
Marcus Weiske	Virgin Australia	Peter Davidson	BoM Defence
Courtney Meares-Whitty	Virgin Australia	Michael Paech	BoM Operations
Matthew Bouttell	Qantas	James Lannan	BoM Defence
Patrick Charles	Qantas (QMET)	Deborah Holmes	BoM Operations
Glenn Johnston	Jetstar	Craig Ryan	BoM Operations
Dallas Nicholls	REX	Bas Scheffers	OzRunways
Janice Ho	Dept of Infrastructure	Bevan Anderson	Avplan

Apologies: Simon Young (AirServices), Mike Higgins (RAAA), Glenn Warwick (CASA)

Agenda

Item	Start	Lead	Topic	Style	Purpose
1400 – 1700					
1.	1400	Brett Anderson	Welcome, Introduction and Agenda		
2.	1415	Brett Anderson	Review of previous meeting minutes, action log	Paper	For discussion
3.	1430	Roger Crosthwaite	Summary of Consultation (SOC) – Outcomes from Summary of Proposed Change (SPC)	Paper, Presentation	For discussion
	1520	Break (10 mins)			
4.	1530	Jessica Neaves	Implementation Plan – Key Dates & Changes	Presentation	For discussion
5.	1550	Jessica Neaves	AIP/ERSA Changes	Paper, Presentation	For endorsement
6.	1615	Jessica Neaves	TAF3 Education Campaign	Presentation	For discussion
7.	1635	Brett Anderson	TAF3 Implementation – Agreed implementation schedule		For decision
8.	1650	Brett Anderson	Other Business		
	1700	Meeting Close			

Item 1

1.1. Brett Anderson opened the meeting and welcomed participants. Attendees accepted the Provisional Agenda without modification.

Item 2

2.1. The meeting noted progress against the Actions and accepted the proposed Action Log as per comments provided. A copy of the agreed action log is included at the end of these minutes.

Item 3

3.1. Roger Crosthwaite (CASA) provided the meeting with an overview of the outcomes of the Summary of Proposed Change (SPC). This industry consultation was undertaken by CASA at the request of the Bureau as part of the TAF3 Implementation project. Roger highlighted the purpose of the consultation was limited to the proposed AIP rules and not to the question of whether to cease the TTF and implement a TAF3; this question was addressed by the Bureau via the TTF Review.

3.2 CASA summarised the feedback in the Summary of Consultation report. Key elements include:

- A significant number of responses related to the product change and not the proposed rules.
- The perceived complexity of the TAF3 product was a concern for some respondents.
- No specific examples of economic impact were identified, however the nature of change suggests that some users might have to carry more fuel in some cases on some occasions (although this was not expressed by respondents providing specific use cases).
- A number of activities were identified that would be required to support the change, including new questions for pilot training syllabi and airline flight planning system changes.

3.3 CASA concluded that the consultation outcome supports implementation of the SPC and the Bureau progressing with TAF3 Implementation. However, Roger highlighted that although industry consultation has not identified significant impacts, experience has shown that specific impacts may not become apparent during the implementation phase. CASA believe much of the feedback and concerns raised through the consultation process can be addressed through education and training activities that the Bureau will have to support and complete.

Item 4

4.1. Jessica Neaves (BoM) provided an overview of the proposed implementation schedule and the key changes to the TAF3 since the last meeting. Notable points arising from the discussion included:

- No concerns were identified by the meeting regarding the implementation schedule;
- The addition of 'TAF3' in the Remarks section of the TAF was supported; and
- BoM confirmed the 'TAF3' indicator field will be available in IWMMM format.

Item 5

5.1. Jessica Neaves provided an overview of the key ERSA and AIP changes proposed by CASA, BoM and AirServices. The proposed changes were supported by the meeting and no concerns were identified.

Item 6

6.1. Jessica Neaves provided a summary of the Bureau developed education resources that will accompany the implementation. During the ensuing discussion, the meeting expressed their appreciation for the work done by the Bureau in preparing the material and Brett Anderson requested updates from each organisation regarding the education work being undertaken. Key findings included:

- CASA: COVID has impacted the delivery of safety forums; however, face to face opportunities may be possible at venues outside of Victoria. CASA expect to circulate BoM material widely ahead of implementation.

- Mike Higgins (via email correspondence) indicated that the RAAA is planning to hold a series of events in regional centres where TAF3 education could be provided.
- REX: are planning to distribute fact-based brochure to crews along with links to the BoM material.
- Jetstar: are planning to link to Bureau resources and will consider the wider education strategy in due course.
- Virgin Australia: are planning to undertake a thorough risk analysis with education and training required; they have not yet formulated specific education plans but will request support from BoM.

Item 7

7.1. Brett Anderson invited attendees to provide a response confirming their readiness for a November implementation schedule and whether they foresee any risks. Key discussion points included:

- OzRunways and AvPlan have no issues with the November implementation and they intend to promulgate BoM and CASA training material to users.
- REX supported the November implementation timeframe.
- Qantas raised a concern that any change might be a risk in the current environment due to lack of staff; they are not expecting an issue but they need to do a risk assessment. (Jetstar are part of the Qantas Group).
- Virgin Australia also raised a concern that any change will be a risk in the current environment due to uncertainty within the company.
- Defence were supportive of the November implementation and have identified no immediate risks.
- Graham Rennie (IATA) supported the November implementation and will work with the BoM to prepare an information package for IATA.

7.2. In response to the points raised by Virgin Australia and Qantas, the following Action was raised by the meeting:

Action 2.1: *Virgin Australia and Qantas to provide advice to the BoM regarding their ability to meet the November 5th cut over by COB Friday 10 July.*

7.3. In view of the foregoing discussion, the meeting formulated the following Draft Decision:

Draft Decision 2.1: *The implementation of the TAF3 product will proceed according to the November 5th implementation timeline, pending advice from Qantas and Virgin Australia.*

7.4. The meeting was advised that missing the November deadline would result in at least a 3 month delay, with consequent staffing implications for the Bureau.

7.5. The meeting was informed that the next opportunity to discuss the implementation will be during the industry consultation process in late August.

Item 8

8.1. No other business was raised by the meeting.

8.2. Brett Anderson acknowledged the work done by the group and closed the meeting at 1603.

Post-Meeting: Update on Action 2.1

- **Action 2.1:** *Virgin Australia and Qantas to provide advice to the BoM regarding their ability to meet the November 5th cut over by COB Friday 10 July.*

Outcome

- *Qantas advised the Bureau that in the absence of currently identified implementation obstacles, they are willing to proceed with the November 5th implementation date.*
- *Virgin Australia advised the Bureau that a thorough risk assessment process has not yet been possible and they would prefer to support a February implementation date. However, noting wider industry support for the November implementation, Virgin Australia are willing to work towards the November 5th implementation date noting the Bureau's willingness to support rescheduling the date should insurmountable issues arise.*

Decision 2.1: *The implementation of the TAF3 product will proceed on 5 November 2020; all stakeholders to advise the Bureau should support be required or issues arise.*

Action Log

Ref	Subject	Action Item	Responsible	Target date	Comments
2019-1 01	VOLMET	Circulate VOLMET-AERIS paper from Trend Review Implementation Group	Bureau	10-May-19	Status: Closed Paper uploaded to Bureau-Industry website under TAF3 Implementation on 08/05/19
2019-1 02	TAF3 Detail	Description of granularity capacity with TAF3 compared to TTF. Can it provide as much detail?	Bureau	31-May-19	Status: Closed Completed. Refer to TAF3 FAQ document at bom.gov.au/aviation/trend-review
2019-1 03	Education	Describe how NOTAM will be used when no TAF3 is available	Bureau	31-May-19	Status: Closed Completed. Refer to TAF3 FAQ document at bom.gov.au/aviation/trend-review
2019-1 04	Education	Briefing package to be prepared for ASTRA prior to SPC release	Bureau	01-Jun-19	Status: Closed ASTRA routinely briefed prior to SPC release
2019-1 05	Education	Communication plan for Defence to be prepared	J.Lannan & F.Kenney	01-Jun-19	Status: Closed Plan and talking points prepared and circulated within Defence as required

Ref	Subject	Action Item	Responsible	Target date	Comments
2019-1 06	Education	Any suggested FAQs to be sent to the Bureau for compilation	All TIWG members	30-Jun-19	Status: Closed Suggested FAQs captured and included in TAF3 FAQ Document at bom.gov.au/aviation/trend-review
2019-1 07	ERSA-AIP changes	Details on ERSA and AIP changes to be provided to Defence	CASA	10-May-19	Status: Closed Defence provided with suggested AIP and ERSA changes
2019-1 08	Work Plan	Draft workplan to be circulated for comment and addition information.	Bureau	10-May-19	Status: Closed Draft workplan circulated on 08/05/19
2019-1 09	Work Plan	Members to add information into workplan: <ul style="list-style-type: none"> • Key organisational milestones • Interdependencies • Systems that need changing • Communication opportunities • Education opportunities 	All TIWG members	24-May-19	Status: Closed Members contributed to workplan in May 2019
2019-1 10	Ministerial Briefings	For INFO brief to be prepared to advise of consultation	CASA	01-Jun-19	Status: Closed Ministerial brief prepared and provided by CASA – February 2020
2019-1 11	Ministerial Briefings	Brief to be prepared to advise of proceeding to implementation of TAF3 and impact; with letter to other Ministers.	Bureau	30-Oct-19	Status: Closed Ministerial brief prepared and provided by the Bureau – February 2020
2019-1 12	System Testing	Consideration given on providing a "ghosting" test phase prior to "go-live"	Bureau	01-Feb-20	Status: Closed Bureau unable to facilitate ghost testing
2019-1 13	System Testing	Provide sample data for testing in airline and provider systems	Bureau	01-Feb-20	Status: In Progress Limited samples provided in education. Bureau seeks conformation of requirements.

Ref	Subject	Action Item	Responsible	Target date	Comments
2019-1 14	Verification	Plan analysis of verification for TAF3 and availability statistics	Bureau	01-Feb-20	Status: In Progress TAF Verification system will verify TAF3s. Software changes to separately verify TAF3 yet to be implemented and will follow the finalization of format.
2019-1 15	TIWG Meeting	Data service providers to be invited to next TIWG meeting	Bureau	01-Jul-19	Status: Closed Representatives from OzRunways and AvPlan invited to TAF3 WG Meeting – 2
2019-1 16	TIWG Meeting	Date and venue of next meeting in August to be advised	Bureau	01-Jul-19	Status: Closed TAF3 WG Meeting 2 – July 2020 via Microsoft Teams
2019-1 17	Availability TAF3	Based on current TTF/TAF service, provide statistics on how often that TAF3 will not be routinely available.	Bureau	01-Jul-19	Status: Closed Information provided in TAF3 FAQ Document at bom.gov.au/aviation/trend-review