



Personnel Licensing - Powered-Lift Stakeholder Working Group (PLSWG)

Terms of Reference

Context

The [Future of Flight Action Plan](#) aims to establish the UK as a leader in emerging aviation technologies, with a sustainable industry and thriving ecosystem by 2030. Enabling powered-lift flights in the UK by 2028 is a first step to scaled operations and a sustainable industry (vertical take-off and landing capable aircraft are included in this sub-category).

To achieve initial, scaled and sustainable operations, the CAA has determined that elements of current Implementing Rule (IR) for Aircrew, its Acceptable Means of Compliance (AMC), Guidance Material (GM) and other documents may need to be amended to enable a personnel licensing route for the safe operation of powered-lift aircraft (including, tilt-rotors, lift-cruise and any other equivalent innovative design types).

A working group comprised of stakeholders and representatives from industry is to be established to support the CAA policy teams and other subject matter experts with reference to this work. The stakeholder working group will provide evidence-based views of the requisite skills, experience and training required to operate vertical take-off and landing capable aircraft systems and deliver a proportionate but robust personnel licensing framework ensuring safe integration of advanced air mobility aircraft systems into the UK Aircrew Regulations (UK Regulation (EU) No 1178/2011).

The working group will provide advice to the CAA, which will be considered as we develop our recommendation to DfT on the proposed relevant regulatory framework.

The CAA is committed to ensuring that the needs and expectations of stakeholders are considered during the development of proportionate but robust regulatory provisions. Alongside the work of the PLSWG, public consultation will take place in respect of these measures in due course.

Scope

The PLSWG is established to facilitate effective engagement, discussion and collaboration between the Civil Aviation Authority (CAA) and selected industry and community representatives related to the incorporation of powered-lift for Advanced Air Mobility (AAM) into the UK Aviation Industry, with the aim of ensuring that the needs and expectations of stakeholders are considered whilst maintaining proportionate but robust standards of safety while promoting innovation in AAM operations in the UK.

Stakeholders will be invited to:

- Provide feedback on all relevant aspects of the CAA policy position that will impact the Implementing Rule, and its associated AMC/GM and CS as applicable.
- Provide feedback on how, and to what extent the CAA policy position may need to be amended.
- Liaise with other technical disciplines to ensure a holistic approach to the policy position.
- Identify data that is capable of offering insights helpful to the development of the personnel licensing framework.

Objectives

The objectives of the PLSWG are:

Engagement: Foster open and constructive dialogue between the CAA and external stakeholders to exchange information, share perspectives, and address concerns related to AAM innovation including powered-lift licensing regulations.

Discussion: Seek input from stakeholders to gather valuable insights, expertise, and diverse viewpoints regarding the pre-requisites, skills and experience for licensing of powered-lift capable aircraft including challenges in implementation, and any impact on licensing regulations.

Collaboration: Facilitate collaboration and cooperation amongst stakeholders to identify opportunities, resolve challenges, and develop practical solutions that meet the shared goals of enabling piloted powered-lift operations within aircrew regulations.

Proposals and Feedback: Provide feedback and suggestions to the CAA on specific aspects of the powered-lift personnel licensing workstream.

Membership

Working Groups:

Additional working groups may be established at any time, as required.

Composition:

The PLSWG will comprise a diverse range of representatives from the following stakeholder groups:

- a) Head of training, test pilots, instructors, examiners with relevant experience, safety experts or other aviation professionals with relevant expertise in powered-lift sub-category or similar operations particularly in the field of AAM and regulations;
- b) Stakeholders with an interest or expertise in innovation energy sources e.g. lithium battery technologies, hydrogen cell, hybrid energy sources, or any other energy source, their associated risks and mitigations;
- c) Powered-lift AAM manufacturers, existing aviation OEM's or experts with aviation (or similar) industry/operational knowledge that is directly applicable to the work of the PLSWG;
- d) Prospective powered-lift AAM operators, other service providers and professional associations/approved training organisations (ATOs) with aviation (or similar) industry/operational knowledge that is directly applicable to the work of PLSWG.

Selection Process:

The CAA shall invite potential stakeholders to apply to participate in the PLSWG based on their expertise, experience, intent to operate in the UK and ability to contribute constructively to the objectives of the group. The selection process will apply transparent selection criteria which aims for a balanced representation of stakeholders, ensuring diversity and inclusivity.

The CAA will recruit stakeholders based on expertise and experience.

Term of Membership:

The term of membership for PLSWG participants will be determined by the CAA and will align with the duration of the powered-lift rulemaking project, which is expected to finish by Q3 2027.

Members may be asked to leave the group if the CAA determines they are not contributing positively to the aims of the working group, including not sharing relevant information with the group. Members

will be asked to leave the group if they do not maintain confidentiality required for proposed regulatory amendments.

In addition to members appointed to the working group via the application process it may be necessary for the CAA to appoint additional members, e.g., because a specific skill is not represented, or a member leaves. Our intention to do so will be discussed at the working group before such a decision is made. The CAA's decisions on appointments will be final.

This application process is for stakeholders who meet the selection criteria and/or work or aim to work with powered-lift sub-category. Stakeholders who work with powered-lift sub-category in State operations i.e. military, police, Coastguard, HEMS operated aircraft or similar are also invited to participate in this working group.

Roles and Responsibilities

CAA Responsibilities:

- a) Provide relevant project updates, information, and documentation to PLSWG members in a timely manner.
- b) Seek input and feedback from the PLSWG on policy position.
- c) Consider and address the recommendations raised by the PLSWG, as appropriate.
- d) Collaborate with PLSWG members to identify potential issues, risks, and opportunities associated with the powered-lift sub-category aircrew licensing.

PLSWG Member Responsibilities:

- a) Act as a representative of their respective stakeholder group and provide input based on their expertise and experience.
- b) Bring own experience, ideas and documents to the working group. In certain instances, this may mean sharing safety critical data with the CAA.
- c) Provide constructive feedback, recommendations, and suggestions to enhance the powered-lift sub-category rulemaking effectiveness, safety, and stakeholder satisfaction of new personnel licensing regulation.
- d) Collaborate with other PLSWG members to address common challenges and find mutually beneficial solutions.
- e) Maintain confidentiality.
- f) Acknowledge that there will be no payment for time spent on attending for or preparing for working group meetings or of expenses incurred in attending in person working group meetings.

Meeting Structure

Frequency:

The PLSWG will meet approximately every month. Meeting frequency will be reviewed periodically by the CAA and may be adjusted depending on project timescales and the level of stakeholder engagement required to support individual project phases. There may be requirements to conduct work in between meetings.

Meeting Formats:

PLSWG meetings may take various formats, including face-to-face meetings, virtual meetings and/or workshops, depending on the circumstances and availability of participants.

Agenda:

The CAA, in consultation with the PLSWG members, will develop the agenda for each meeting. The agenda shall reflect the key topics, objectives, and any pre-circulated materials that require discussion or decision-making.

Meeting Facilitation:

PLSWG meetings will be facilitated by the CAA's Personnel Licensing Policy Lead or a suitable nominated delegate as and when required.

Reporting

Progress Reports:

The CAA shall provide periodic progress reports to the PLSWG, outlining updates on the project's development, milestones achieved, and any significant decisions made.

Communication Channels:

The CAA shall establish appropriate communication channels to facilitate ongoing interaction and information sharing between PLSWG members, including email correspondence, online collaboration platforms, and dedicated project updates, non-approved methods will not be permitted.

Review and Evaluation

Review Process:

The effectiveness and impact of the PLSWG shall be periodically reviewed by the CAA to assess its contribution to the project's success, stakeholder satisfaction, and achievement of objectives.

Feedback and Improvements:

Based on review findings, the CAA may seek feedback from the PLSWG members to identify areas for improvement and implement necessary adjustments to enhance the PLSWG's effectiveness and efficiency.

The CAA may change the objectives or membership of the group or may discontinue the group if we determine that the group is no longer meeting its stated aims.

Amendments

These Terms of Reference may be amended or updated as deemed necessary by the CAA to reflect changing project requirements, stakeholder needs, or other relevant factors. Amendments will be communicated to the PLSWG in a timely manner.

We will continue to review the membership of the group periodically to ensure the representation remains reflective of the industry and the presenting opportunities and challenges.