

# UA Leadership Group

## Terms of Reference

### Purpose

The purpose of the UA Integration Leadership Group's (the Group) role is to provide strategic guidance and oversight of the work programme to achieve the safe integration of UA into New Zealand's airspace.

### Role

The Group will:

- develop and approve a programme of work that is consistent with the Government's vision for UA integration
- provide cross-agency strategic thinking and policy direction around issues, risks and opportunities regarding UA
- identify and manage strategic risks to the work programme
- monitor progress towards achieving the objectives and priorities as set out in the work programme
- establish a mandate for agencies to work on UA integration projects
- ensure the UA Advisory Group is briefed as appropriate on issues the Group is considering
- provide a channel to resolve significant issues or areas of disagreement that arise.

The Group will not:

- affect individual agencies' statutory responsibilities
- approve expenditure by any agency related to the delivery of the work programme
- develop policy, rules, regulation or guidance to the aviation sector
- direct government or sector agencies
- undertake any other activities normally done by member agencies.

### Membership

The Group is made up of senior officials from the Ministry of Transport (Chair), CAA, Airways, and MBIE. Representatives from these organisations should be high-level officials who have a leadership role in their respective sector (for example Deputy Chief Executive level). The members of the Group may invite other agency representatives as required by the work programme with agreement by the Chair.

### Administration of the group

The group will have regular scheduled meetings every 6 months. Additional meetings may be called as required. The Ministry of Transport will Chair the Group and act as Secretariat.