

## **E-licensing**

### **Department for Transport – Civil Aviation Authority**

**RPC rating: validated**

#### **Description of the measure**

The measure allows applications for flight crew licences to be submitted through a website portal and online system. Currently the application system is mainly via a paper form which is either posted or emailed to the Civil Aviation Authority (CAA). The assessment explains that the existing system has raised concerns about the clarity of the process, the need to gather all evidence and information at a single point in time to submit the application, difficulty in tracking progress of a submitted application and the amount of time it takes to get a licence.

The change is part of the CAA's strategy, "Delivering Service Excellence" helping the CAA to move to on-line engagement with its stakeholders.

#### **Impacts of the measure**

The measure introduces a simpler method for businesses to make an application for flight crew licences. The assessment states that there are expected to be approximately 3000 new licences issued per annum and approximately 3500 additional rating requests, mostly paid by business on behalf of the individual flight crew member. The assessment estimates 2.5 hours of time is required by applicant to gather the required documentation and complete application forms, including the time spent investigating requirements on the website, with the training school or through direct contact with the CAA. This provides a total estimated current time cost per annum of 2166 days.

The estimated time saving of 30 minutes from using the new system results from the re-use of data held by the CAA, clearer requirements for applicants and the ability for training schools to provide data directly to the CAA. This provides a total time saved of 433 days. Using the ONS average pilot salary survey 2014, 220 working days per year, and a notional day rate figure of £400, the CAA estimate a financial benefit to the industry of £208,000 per annum.

The RPC verifies the estimated equivalent annual net direct benefit to business (EANDCB) of -£0.2m; this will be a qualifying regulatory provision scoring under the Business Impact Target.

## Quality of submission

The validation assessment sets out how the expected saving in time will be made through using an on-line application process. However, the CAA provides no evidence on how the time saving of 30 minutes was derived. The regulator should have provided evidence to support this estimate. The CAA has informed the RPC that all estimates have been based on forecast impacts made prior to implementation of the measure and that it would have been disproportionate to provide more robust estimates as it would have taken at least a year to gather the necessary information. While the RPC accepts in this instance the proportionality argument, it suggests that in future the CAA must consider, particularly with larger measures requiring RPC validation, providing evidence or state clearly why it feels this is not possible.

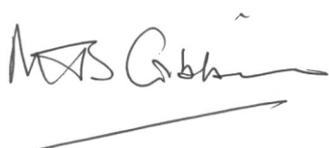
The assessment would also have benefitted from a discussion on whether there is a need for familiarisation with the changes by applicants.

## Departmental assessment

Classification	Qualifying regulatory provision (OUT)
Equivalent annual net cost to business (EANCB)	£0.2 million
Business net present value	£1.8 million

## RPC assessment

Classification	Qualifying regulatory provision (OUT)
EANCB – RPC validated <sup>1</sup>	£0.2 million
Business Impact Target (BIT) Score <sup>1</sup>	£1.0 million



**Michael Gibbons CBE**, Chairman

<sup>1</sup> For reporting purposes, the RPC validates EANCB and BIT score figures to the nearest £100,000.