



OXFORDSHIRE COUNTY COUNCIL UAV – DRONE FILMING GUIDANCE

Oxfordshire County Council is responsible for the approval and coordination of activities taking place on the public highways in Oxfordshire. If you intend to commercially operate an unmanned aerial vehicle (UAV) commonly known as a 'drone' on or above the public highway in Oxfordshire you must contact the Oxfordshire County Council Filming Coordination Team regarding permission and to be advised of restrictions which may apply.

The guidance below complies with current advice provided by the Civil Aviation Authority (CAA) and the National Air Traffic Services (NATS) and adheres to the Air Navigation Order regulations, specifically Articles 94, 95 and 241 which relate to the use of UAV for commercial and non-commercial purposes.

Procedure to obtain permission to fly a UAV/drone over the public highway in Oxfordshire for commercial purposes:

You must be in possession of a Permission issued by the CAA before you conduct any aerial work with your drone. The operator will need to provide Oxfordshire County Council with evidence they have undergone an assessment process with one of the approved National Qualified Entities.

The proposed UAV filming/operation proposal must be compliant with the operating limits set out in the Air Navigation Order, specifically:

Article 241:

A person must not recklessly or negligently cause or permit an aircraft to endanger any person or property.

Article 94:

Summary of Article 94 key points:

- ☐ The person in charge of a small unmanned aircraft must maintain direct, unaided visual contact with the aircraft at all times.
- ☐ If the UAV/drone weighs greater than 7kg you must contact any nearby airport air traffic control unit for permission to fly.
- ☐ You must not fly above 120 metres (400 feet) from the ground.
- ☐ The UAV/drone operator must not fly the aircraft for the purposes of commercial operations except in accordance with a permission granted by the CAA.

Article 95:

Summary of Article 95 key points:

- ☐ You must not fly over or within 150 metres of any congested area **.
- ☐ You must not fly over or within 150 metres of an organised open-air assembly of more than 1,000 persons.
- ☐ You must not fly within 50 metres of any vessel, vehicle or structure which is not under the control of the UAV/drone operator.
- ☐ During take-off and landing you must not fly within 30 metres of any person.

*** The Air Navigation Order defines a congested area as being 'any area of a city, town or settlement which is substantially used for residential, industrial, commercial or recreational purposes'.*

Next step for approval:

If your UAV flight proposal complies with the aforementioned Air Navigation Order Articles and your operator has a CAA Permission then please contact the Oxfordshire County Council Filming Coordination Team to request a filming application form. You will need to provide:

- ☐ A risk assessment
- ☐ Proof of £10 million public liability insurance. The Operator's public liability insurance must specifically cover the flying of a UAV/drone for the purpose of aerial filming work.
- ☐ Other documentation such as traffic management and marshalling plans may be requested.
- ☐ A Purchase Order to cover the charges for a filming license and any associated costs, such as location meetings, Traffic Orders, parking suspensions etc.

Thames Valley Police and other Authorities may be consulted for their observations and any conditions prior to Oxfordshire County Council issuing a filming license.

You must demonstrate you have permission from any property owner within 50 metres (or 150 metres of the drone flight if in a congested area). Landowner permission must be sought for take-off and landing.

Any accident must be reported to the Oxfordshire County Council Filming Coordination Team.

To comply with the Articles (especially regarding only flying over persons under your direct control) it is likely you will require a County Special Event Order (SEO) to legally close the public highway to traffic pedestrians during the flight due to the risk to public safety. A SEO normally requires a minimum of 8 weeks to process but please discuss with us if a shorter timescale is required.

Please note – If you want to use a UAV/ drone outside of the operating limits set out in the Air Navigation Order then you will need Permission from the CAA, even if your activity is non-commercial.

This applies to the use of any UAV/drone greater than 20kg in weight and/or any proposal to fly at an altitude or proximity to people/property outside the remit of the regulations.

Useful Resources:

Approved commercial drone operators list at: www.caa.co.uk/cap1361

NATS Drone Code for operators: <http://dronesafe.uk/drone-code/>

Requirements to fly a drone commercially from the CAA at: www.caa.co.uk/Commercial-industry/Aircraft/Unmanned-aircraft/Unmanned-Aircraft/

The European Aviation Safety Agency has a drone safety video: www.youtube.com/watch?v=5Xs_eVx4nuw