

## Appendix 2: Drone filming policy

The City of Edinburgh Council has introduced a Drone Policy in response to an upsurge in public request and usage of drones (or Unmanned Aircraft Systems (UAS)) on council managed land including parks, roads and public open spaces.

Traditionally UAS have only been used by model aircraft enthusiasts for recreational purposes. However, they are increasingly being used for professional applications such as surveillance and data-gathering. Such aircraft may be operated in a way that could pose a risk to the general public.

This increase in use comes from both the recreational and commercial sectors. Commercially drones have become more popular for filming and surveying, replacing traditional methods of aerial film and still capture like light aircraft, extended jibs, scaffolding, abseiling etc. Furthermore, much larger UAS than before are now available to the commercial and public market. These aircraft are required by National and European laws to be designed and manufactured to an approved standard, and very often require a great deal more space in which to operate. Therefore it is often necessary to take additional steps to ensure that the aircraft can be safely integrated with other parties - both in the air and on the ground.

A great deal of online guidance, which is being regularly updated, can be found on the CAA website: [www.caa.co.uk/Consumers/Unmanned-aircraft-and-drones](http://www.caa.co.uk/Consumers/Unmanned-aircraft-and-drones)

Essentially, the person controlling a small UAS is fully responsible for the safe operation of any flight, but it is important to consider whether permission, in addition to and separate from a licence from the CAA or others, is needed.

The regulations are intended to protect people and / or properties that are not involved in the activity. They are also aimed at being as 'light touch' and proportionate as possible, so there is a great deal that can be done (especially for private or recreational flights) without the need to approach the CAA at all.

### City of Edinburgh Council Land Owner Stance – Drone Usage

In general terms, and in line with CAA advice, The City of Edinburgh Council (CEC) may refuse any request made to us for recreational or commercial purposes as land owner to fly drones on City of Edinburgh Council (CEC) land.

Exemptions will only be granted, where usage of a drone device;

- aids risk reduction in the work place i.e. working at height, building survey work
- is to undertake a professional service, i.e. Festivals & Events Media, filming, etc. whilst working within the constraints of CAA guidance noted above.

Reasons for the Council stance for recreational or commercial requests;

- The close proximity of many of our sites to neighbouring residential, educational and business properties and the potential risk of causing alarm, distress or harassment to occupants.
- Potential risk of accident, injury to other site users or property as a result of user or drone error.
- CEC granting permission could leave the local authority liable for subsequent actions brought about by drone activity when operated from land under our ownership

## Park Enforcement & Bylaws

If person/persons are found to be using an unauthorised drone or model aircraft on or from CEC land without permission they will be requested to stop immediately. If the user refuses to stop, Police Scotland will be called to attend to cease activity and remove the user from CEC land.

The Management Rules for Public Parks and Greenspace can be seen here:

[http://www.edinburgh.gov.uk/download/downloads/id/62/management\\_rules\\_for\\_parks\\_and\\_green\\_spaces.pdf](http://www.edinburgh.gov.uk/download/downloads/id/62/management_rules_for_parks_and_green_spaces.pdf)

Item 4.13 of those rules advises that “Engaging in any commercial activity whatsoever (including, without limitation, dog walking services, photography, filming and fitness training services)” is prohibited.

## Transport

### *Roads*

Requests to fly from any part of the roads network of the City of Edinburgh should be made via “ROAD OCCUPATION PERMITS”

[http://www.edinburgh.gov.uk/downloads/download/339/road\\_occupation\\_permits](http://www.edinburgh.gov.uk/downloads/download/339/road_occupation_permits)

### *Trams / Rail*

Requests to fly from or near any part of the tram network should be made through the through the “AUTHORITY TO WORK PERMIT” outlined in the Code of Practice.

<https://edinburghtrams.com/uploads/general/AtWform.pdf>

Similar requests for filming on or near railways and rail property should be made to the relevant part of the Rail Authority.

## Application Process

Any person who wishes to carry out UAS flights on, from or over any Council owned or managed sites should contact the appropriate Council team as below.



**Parks & Greenspaces** - [parks@edinburgh.gov.uk](mailto:parks@edinburgh.gov.uk)

Apply here: <http://eventsedinburgh.org.uk/Parks-Greenspace.html>

**Roads Permits** - [roadservices@edinburgh.gov.uk](mailto:roadservices@edinburgh.gov.uk)

Apply here: [http://www.edinburgh.gov.uk/downloads/download/339/road\\_occupation\\_permits](http://www.edinburgh.gov.uk/downloads/download/339/road_occupation_permits)

**Public Safety** - [publicsafety@edinburgh.gov.uk](mailto:publicsafety@edinburgh.gov.uk)

Applications to public safety should be made well in advance and be accompanied by:

- Flight Plan highlighting the flight area and appropriate control points for the applicable areas where the SUAs will be flown, this should also include any Contingency flight area - any area the SUA may need to go should there be a reason to abandon the flight.
- Evidence of CAA licence (where required)
- Evidence of Public Liability Insurance
- Confirmation of CAA permission (where required)
- Risk Assessment and Method Statement which must be specific to the operation in question

Depending on the assessment of the above further documentation is likely, these commonly include;

- **A Traffic Order or Traffic Notice as well as A Traffic Management Plan:** required if the flight is close to or includes a highway. A fee will be applicable to obtain this additional permission.
- **Stewarding Plan:** description and maps of what control measures will be in place and where stewards will be located whilst the SUA in use.