



ADUR & WORTHING  
COUNCILS

## Adur & Worthing UAS (Drone) Guidance 2024/2025

This document should be referred to for guidance when using an Unmanned Aircraft System (UAS - commonly known as Drone) over any of the towns and airspace within Adur and Worthing Councils area.

When flying drones within the Adur and Worthing Councils area for uses such as events and filming, it's important to follow the UK Civil Aviation Authority (CAA) guidelines to ensure safety and legal compliance. Below is a simplified guide to help you understand the key rules:

### UAS Categories and Regulations

The UK Civil Aviation Authority (CAA) categorises drones into three main groups: Open, Specific, and Certified.

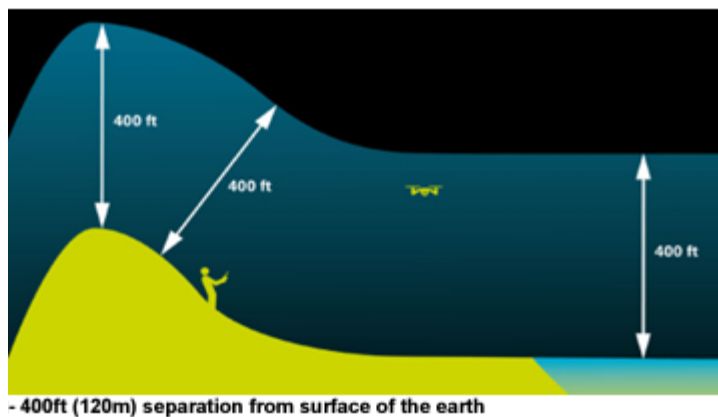
- **The Open Category:** Low-risk flights. This is further divided into three subcategories:
  - **A1:** For flying over people, but not open-air assemblies. Drones in this category must have a MTOM (Maximum Take-Off Mass) of less than 250g.
  - **A2:** For flying close to people. Drones in this category must be a C2 Class drone or a "legacy" drone with a MTOM under 2kg. An A2 Certificate of Competency (A2 CofC) is required to operate in this subcategory.
  - **A3:** For flying far from people. This category includes more general types of unmanned aircraft operations, such as model aircraft with a MTOM up to 25kg.
- **Specific Category:** Higher-risk flights; require operational authorisation from the CAA.
- **Certified Category:** Complex operations; similar to manned aviation with stringent requirements (i.e. certification of the unmanned aircraft, certification of the operator, licensing of the pilot).

### General Rules for Flying UAS / Drone

- **Weight Limits:**
  - Under 250g: Less restrictive, but still must be flown safely.
  - 250g - 25kg: Must follow stricter rules.
- **Keep Your Distance:** (For reference see figure below)
  - Stay at least 50m away from people, vehicles, and buildings not involved in the operation.
  - Keep 120m away from large groups of people (open-air events, crowded areas).
- **Do you need a Filming Permit?:** Generally if you are filming anything commercially, either for resale or marketing purposes, you will need to obtain a filming permit in

order to use a drone above Adur & Worthing Council land and property. If you are unsure if a permit is required, our Filming Partner, the Sussex Film Office, will be able to advise you - <https://sussexfilmoffice.co.uk/permits/>

- **Only operate one UAS at a time:** A Single Operator must only conduct one flight operation at a time, and must not control more than one UAS in the air at the same time, even through the use of a second or multiple pilots.
- **Height Restriction:** Maximum flight height is 120m (400ft) above ground level.
- **Visual Line of Sight (VLOS):** Always keep the drone within your sight. If you are operating the flight while using a FPV (First Person View) Screen, a secondary person must maintain VLOS.
- **Regarding Night Time flying:** Drones must be equipped with adequate lighting for visibility and must be within the above VLOS. The standard maximum altitude and distance from people, buildings and vehicles applies.
- **Material Aerial Dropping:** Under no circumstances are materials allowed to be dropped from a UAS while in flight.



Source - UKCAA - Unmanned Aircraft System Operations in UK Airspace Policy and Guidance CAP 722 | Ninth Edition Amendment 2

## Drone Operator and Pilot Requirements

- **Registration:**
  - Operators of drones weighing more than 250g or equipped with a camera [must be registered with the CAA.](#)
  - The drone must display its registration ID.
- **Competency:** If you are flying a drone over 250g, you need to pass a basic theory test and obtain a Flyer ID from the CAA.

## Special Permissions for Events and Filming

- **Crowded Areas:** If your filming involves flying over large crowds, you need to obtain special permission from the CAA as well as the council's Filming team.
- **Restricted Airspace:** Ensure the area is not restricted or near an airport. Use apps like Drone Assist to check airspace restrictions.
- **Permissions:** Operators must obtain the consent from landowners to operate on their land. If flying over a SSSI (Sites of Special Scientific Interest), Operators and registered pilots must contact the appropriate public body. You can contact our

Filming Partner, Sussex Film Office, to discuss permit requirements for flying and filming over Adur and Worthing Councils property and land - <https://sussexfilmoffice.co.uk/permits/>

## Privacy and Data Protection

- **Filming People:** Ensure that you have permission if you are filming people at an event. Be mindful of privacy laws and the General Data Protection Regulation (GDPR).
- **Sensitive Areas:** Avoid filming in sensitive areas like schools, government buildings, or private properties without consent.

## Insurance

- **Public Liability Insurance:** An appropriate level of 'Public Liability' cover must be held for both non-commercial and commercial drone operations, including events and filming. "Appropriate level of cover" must meet the requirements of UK Regulation (EU) 785/2004. The minimum level of protection is £5million.

## Safety Precautions

- **Pre-flight Checks:** Always inspect your drone before flying.
- **Weather Conditions:** Avoid flying in bad weather (high winds, rain, etc.).
- **Emergency Plan:** Have a plan in place for dealing with any potential emergencies.

## Post-Flight

- **Data Handling:** Securely store footage and data collected during your project.
- **Incident Reporting:** If an accident occurs, report it to the CAA and local authority as required.

## Further Information

- Visit the [CAA Drone Code](#) for detailed guidelines.
- CAA Requirements for Flying in the Open Category: <https://www.caa.co.uk/drones/rules-and-categories-of-drone-flying/flying-in-the-open-category/>
- CAA Unmanned Aircraft System Operations in UK Airspace - Policy and Guidance: <https://www.caa.co.uk/our-work/publications/documents/content/cap-722/>
- A comprehensive FAQ section can be found on the NATS website: <https://www.nats.aero/airspace/drones/>
- Sussex Film Office, our Filming Partner (for permit advice): <https://sussexfilmoffice.co.uk/permits/>

*Document reviewed and checked - November 2024  
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To be reviewed in 12 months, or sooner if necessary*