

	Function: GOVERNANCE	Version Number: 1
	Policy Number: GOV024	Adopted: 12 th April 2017
	Frequency of Review: As Required	Last Review: Next Review:
DRONE POLICY		

Policy Statement

1. Introduction

This policy outlines the District Council of Copper Coasts' obligations and considerations in relation to Drones for use both by Council Staff and members of the Community.

2. Applicable Legislation

The operation of drones is governed by the Civil Aviation Authority (CASA).

On 29 September 2016, CASA modified their regulations in relation to the use of small drones (less than 2kg) for commercial purposes. Depending on the take-off weight, the regulations may allow drones to be more easily accessible and used for a number of different purposes. To understand the modified licensing requirements for a specific drone, please refer to the flow charts found online: <http://aaus.org.au/resources/Documents/AAUS-Navigating-the-Amended-CASR-Part-101.pdf>

Operating a drone outside of the regime can be an offence attracting significant penalties. The use of drones can have many aspects and implications relating to privacy, work health and safety, inappropriate use, public safety and more.

3. Integration with Corporate Objectives

Governance – To provide leadership and ensure community resources are managed efficiently and effectively.

Administration – To provide a responsible and responsive administrative service to Council and the community.

4. Definitions

CASR – Civil Aviation Safety Regulations 1998

lifestyle location of choice

5. **Application**

All compliance matters need to be pro-actively managed by using a risk management process. Unless the drone is considered to be excluded from the regulations due to size/make, then full compliance with the regulations is required.

Before making the decision to purchase a drone for commercial use by Council the following questions must be considered:

1. What are the specific activities for which Council would use the Drone?
2. Are the activities for use for a commercial purpose? If so, does council have the capacity to invest in meeting CASA licencing obligations?
3. Has Council considered a risk assessment to assess the risks involved?
4. How will Council limit risk exposure from these activities?

CASR Standard Operating Conditions for Drones

CASA has developed the following Standard Operating Conditions for the use of drones including but not limited to:

- Visual line of sight, daylight only, operating only one drone,
- Below 120m in height, outside 5.5kms of an aerodrome,
- No closer than 30m horizontally to any person, vehicle or building,
- Not over a populous area i.e. beach, park, sporting event, private property,
- Not where Emergency Services are operating,
- Not over any National Park.

Protection

Council as a member of the Local Government Mutual Liability Scheme (LGAMLS) are provided with civil liability protection for ownership and use of drones.

Drones as Assets

As with all new assets purchased by Council, drones should be added to Councils Asset Register held by the Local Government Asset Mutual Fund (LGAMF). The LGAMF will require the same information as is requested during Councils annual renewal review in the section relating to drones.

Council should inform the relevant LGA funds to ensure assistance is provided in relation to the risk management process and capture any necessary information.

6. **Delegation**

For more information regarding this policy please contact the Chief Executive Officer.

lifestyle location of choice

7. **Adoption and Review**

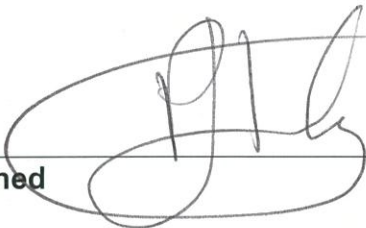
This Policy will be reviewed as required by the Executive Services Department.

8. **Availability of Policy**

This Policy will be available for inspection on Council's N:/ Drive.

Signed

Chief Executive Officer



12/4/17

Date

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