

APPENDIX 6

HELICOPTER OPERATING POLICY

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Peak District National Park Authority Helicopter policy May 2017

As of 21st April 2017 commercial helicopter operations in the UK must comply with EASA (European Aeronautical Safety Agency) regulations.

In order to comply with the new regulations helicopter companies must make a SPO (Specialised Operations) Declaration to the CAA (Civil Aviation Authority) and must be able to provide all relevant documentation required by the regulations upon request.

The Peak District National Park Authority will also make enquiries of operators to check they are compliant with their Declaration.

Regulation Compliance

To show their compliance contractors will be expected to supply the Authority with copies of the following:

- SPO (& HRSPO if applicable) Declaration
 - It is acknowledged that the classification of an activity as SPO or HRSPO is the responsibility of the contractor, however the contractor will have due regard to the representations of the Authority when classifying the activity, including the circumstances and environment in which the activity is carried out.
- Safety Management System
- Special Operations Manual
- Standard Operations Manual (if applicable for Part CAT operations)
- Risk Assessments
- Any Specific Operations approval
- Aerial Application Certificate (if applicable for aerial spraying operations. E.g. bracken control or lime or fertiliser application)
- Certificate (s) of Registration
- Certificate (s) of Airworthiness
- Pilot (s) Licence (s) / Aircraft Ratings (pilot)
- Air Operators Certificate (if applicable for non-task specialist passenger flying, e.g. VIP flights)
 - The Authority will notify the contractor if any CAT operations are expected, however the determination of whether any personnel are Task Specialists remains with and is the responsibility of the contractor.
- Radio Licence
- Insurance
- Annual SPO Check (s)
- Annual Operator Proficiency Check (s)
- Biennial Slinging Competence Check (s)

Any new company bidding for work with the Authority should also be required to supply all documentation, listed above, prior to any contract being entered into.

No contracts may be entered into without proof of compliance.

On an on-going annual basis operators who provide aerial services to the Authority will be expected to provide confirmation that the Declaration and all supporting documentation and requirements are and remain valid and correct. If this does not apply or likely to not apply, the contractor will immediately notify the Authority and cease operations until the Declaration is reinstated or the issue arising has been resolved.

The contractor will be expected to notify the Authority in the event that any approvals required by the Declaration have been withdrawn.

Contractors will also be expected to supply the Authority with the following, on an annual basis:

Any updates relevant to the Authorities works for;

- Safety Management System,
- Standard Operations Manual,
- Special Operations Manual ,
- Risk Assessments,

And copies of;

- Any new Declaration for new aircraft
- Any amended/ new Declaration for operational changes
- Aerial Application Certificate (if applicable)
- Certificate of Registration
- Certificate of Airworthiness
- Pilot Licence/ Aircraft Ratings
- Air Operators Certificate (if applicable for non-task specialist passenger flying, e.g. VIP flights)
- Radio Licence
- Insurance (£10,000,000.00 Public Liability minimum)
- Annual SPO Check (s)
- Annual Operator Proficiency Check (s)
- Biennial Slingshot Competence Check (s)
- Any other relevant documentation requested by the Authority

Contract works

In advance of entering into any contract the Nominated Officer will make representation to the Contractor of the circumstance and environment of the proposed activity, with due regard to the risks posed to third parties in relation to HRSP activities.

When carrying out contracts on behalf of Peak District National Park Authority Contractors must;

- Provide Site Specific RAMS and follow the methodologies and safety procedures laid out in their RAMS.
- Carry a copy of the SPO Declaration and any relevant HRSP Authorisation on board the helicopter.
- Provide Public liability insurance (£10,000,000.00 minimum)
- Provide any other information or documentation requested by the Authority.

All final invoices for helicopter related work must be accompanied by copies of relevant technical logs relating to the aircraft used for the full duration of the contract and any GPS flight data relevant to the contract. Failure to supply copies of relevant technical logs and/or relevant GPS flight data will mean invoices cannot be paid.

A failure to adhere to this policy on the part of any contractor or his/her sub-contractors will be deemed a material breach of contract and the contract may be terminated.

Definitions

- EASA - European Aeronautical Safety Agency
- CAA - Civil Aviation Authority
- SPO - Specialised Operations
- HRSPO – High Risk Specialised Operations
- CAT – Commercial Air Transport
- AOC – Air Operators Certificate
- RAMS – Risk assessments and Method Statements

Useful Links

- https://publicapps.caa.co.uk/docs/33/CAP1452_PartSPOWorkshopSlides.pdf
- <https://www.easa.europa.eu/regulation-groups/air-operations>
- <http://www.caa.co.uk/Commercial-industry/Aircraft/Operations/Types-of-operation/Part-SPO/Make-a-Part-SPO-declaration/>

Policy Review

- This Policy should be reviewed on an annual basis
- The first Review date is May 2019.