



Spaceflight Safety and Regulatory Council: Terms of Reference

Official Designation	The Spaceflight Safety and Regulatory Council
1. Background & Rationale	
<p>The Space Industry Act 2018 and Space Industry Regulations 2021 delivered a new global benchmark in space launch regulation.</p> <p>The National Space Strategy states that the Government “will continue to work together with industry and internationally to ensure the UK has the safest and most effective regulation of space activities”.</p> <p>The Spaceflight Safety and Regulatory Council (the “Council”) will help deliver this commitment and ensure that we are responding to industry’s needs into the future.</p>	
2. Objectives and scope	
<p>The Spaceflight Safety and Regulatory Council will keep review of the Space Industry Act 2018; the Space Industry Regulations 2021; the Spaceflight Activities (Investigations of Spaceflight Accidents) Regulations 2021; and the Space Industry (Appeals) Regulations 2021.</p> <p>It will provide information, advice, and recommendations to the Secretary of State for Transport on the overarching policy, regulatory, or legal framework to help identify and address delivery issues in the UK space sector.</p> <p>The Council shall offer a transparent engagement mechanism for government and the space industry sector to discuss the new commercial spaceflight regulations - providing a forum for the development, consideration, and communication of information from the knowledgeable and expert perspective of those being regulated.</p> <p>The Council does not have programme management responsibilities and will not have the remit to make decisions directly affecting the commercial spaceflight regulations.</p> <p>The Council does not have the remit to discuss any active or planned licence applications for spaceflight activities.</p> <p>The Council shall not operate under Chatham House rules.</p>	
3. Description of duties	
<p>The Council’s duties are as follows:</p> <ul style="list-style-type: none"> • To maintain a review the Space Industry Act 2018; the Space Industry Regulations 2021; the Spaceflight Activities (Investigations of Spaceflight Accidents) Regulations 2021; and the Space Industry (Appeals) Regulations 2021, and produce evidence, outputs, and recommendations for options to address issues that lead to more effective and proportionate regulation of commercial spaceflight activities in the UK. 	

- To keep under review technical and other developments relating to commercial spaceflight and its regulations, and present any recommendations on new ideas and approaches for the improvement of safety, security and UK policies and programmes pertaining to commercial spaceflight regulations.
- To undertake only those tasks assigned by the Department for Transport. Neither the Council nor any of its working groups may assign a task without prior approval by the Department for Transport.
- The Council shall produce an annual report setting out its advice and recommendations, which the government will then consider.

4. Governance

The Council shall report to the Secretary of State for Transport.

The Council shall be Chaired by the Parliamentary Under Secretary of State. If the Parliamentary Under Secretary of State is not able to conduct their Chairmanship responsibilities then the Deputy Director for Aviation Strategy, Consumers and Innovation at the Department for Transport shall deputise.

A Council Co-Chair shall be appointed. Members of the Council from spaceflight industry shall be invited to nominate themselves for this position, and the members shall vote to agree the Co-Chair. Once appointed, the Co-Chair shall undertake this position for a single two-year term. Unless decided otherwise, the Co-Chair will stand down from their role at the end of his or her two-year term, and a new Co-Chair shall be selected from the membership and voted on.

The Co-Chair will have a joint responsibility with the Chair to work together to support the delivery of the objectives of the Spaceflight Safety and Regulatory Council. The Co-Chair's responsibilities will include:

- Alternating Chairmanship of the Council.
- Work with the Chair to agree the agenda and future work programme.
- Maintain a clear and regular line of communication with the Council Secretariat.
- Work with the Council Secretariat to ensure that actions are delivered and are in line with agreed timeframes.
- Participate equally, along with other Council members, in each meeting of the Spaceflight Safety and Regulatory Council.

The Department for Transport will fulfil a secretariat function, responsible for:

- Scheduling Council meetings;
- Preparing the agenda, as agreed by the Chair and Co-Chair;
- Circulating papers by email in advance of the meeting;
- Recording meeting minutes, and
- Drafting and circulating these minutes.

Each Council meeting shall be recorded and minuted. The recordings and meeting minutes shall be made publicly available on the Council's web page on GOV.UK, once they have been finalised and agreed following each meeting.

5. Council Membership

The membership of the Council is included at Annex A.

The Council shall be composed of 31 members from spaceflight industry and government, including the Chairperson, each of whom shall be appointed by the Secretary of State for Transport.

The membership shall be fairly balanced in terms of points of view represented and the functions to be performed by the Council.

Every attempt is made to have representation from segments of the commercial space transportation industry most affected by the Space Industry Act 2018 and Space Industry Regulations 2021.

Membership will be composed of people who have individual expertise or who represent interests necessary to Council in its submission of information, advice, and recommendations to the Department for Transport in respect of the improvement of regulations and policies in respect of commercial spaceflight activities.

All members will serve a term of up to 2 years, with each member eligible to be reappointed for a single successive term.

Any person appointed on an interim basis by the Secretary of State for Transport, to fill a vacancy occurring before the expiration of the term for which his or her predecessor was appointed, shall be appointed for the remainder of such term. Members shall continue to serve until their replacement has been appointed.

It is expected that members shall make every effort to attend each Council meeting. Members may not be represented at Council meetings and activities by alternates unless agreed in advance with the Council Secretariat. If a Council member is unable to attend a meeting and an alternate attendee cannot be agreed, then it shall be possible for that member to provide their written comments on the agenda points tabled for discussion, and these must be provided within one-week following the meeting date.

The Council members will work towards the objective of the Council, and not promote their own interests or those of any group or organisation for which they work or of which they are members.

Membership of the Council shall be in line with the diversity and inclusion principles in place at the Department for Transport and will endeavour to create an inclusive culture, to increase the representation of underrepresented people to better reflect the people we serve, to attract recognise and nurture diverse talent, and to ensure everyone understands the importance of diversity and inclusion and how we all play a part in making it happen.

Stakeholders and industry members who are not members of the Council may attend as observers, if they wish to do so. Observers shall be permitted to join meetings to listen to the discussions but will not be invited to participate in the Council's discussions nor any of its duties. If observers wish to contribute information to the Council then this shall be possible via the Council Secretariat.

Government membership will be supported by technical advisors from the Department for Transport, Civil Aviation Authority, UK Space Agency, Air Accident Investigation Branch, Maritime Coastguard Agency, and Health and Safety Executive.

6. Meeting Structure

The Spaceflight Safety and Regulatory Council shall meet every four months, subject to diary constraints or other reasons necessitating scheduling at a different time. After the first year the frequency and duration of the Council meetings shall be reviewed and amended as needed.

Meetings of the Spaceflight Safety and Regulatory Council will be scheduled to take place on the same date as the Space Launch and Orbit Group in order to support effective and efficient participation for all attendees. The Department for Transport will run the Spaceflight Safety and Regulatory Council session, and the Civil Aviation Authority will run the Space Launch and Orbit Group sessions.

Meetings will be held in a hybrid format facilitating in person attendance where possible or remote access via a virtual video link. In-person meetings will take place in central London location.

Annex A

Spaceflight Safety and Regulatory Council Membership

Member	Organisation
Trudy Harrison MP (Chair)	Department for Transport
Chris McLaughlin (Co-Chair)	OneWeb
Jenny Ward (Deputy Chair)	Department for Transport
Air Vice-Marshal Harvey Smyth	Ministry of Defence
Rebecca Evernden	Department for Business, Energy & Industrial Strategy
Luis Gomes	AAC Clyde Space
Jonathan Hawkings	ADS Group
Phil Wadey	Airbus
Joanne Wheeler	Alden Legal
Paul Williams	Black Arrow
Manny Shar	Brycetech
Stephen Vance	CGI
Sean Hardacre	Deimos Space UK Ltd
Akiko Hama	Global Aerospace
Mark Dickinson	Inmarsat
Paul Livingston	Lockheed Martin UK
Chris Larmour	Orbex
Mick O'Connor	Prestwick Spaceport
Steve Powell	Qinetiq
Chris Mutlow	RAL Space
Scott Hammond	Shetland Space Centre
Volodymyr Levykin	Skyrora
David Oxley	Space Hub Sutherland
Melissa Thorpe	Spaceport Cornwall
Victoria Montag	Spaceport Macrihanish
Lee Paul	Spaceport Snowdonia
Mark Roberts	Spaceport One
Phil Brownnett	Surrey Satellite Technology Ltd.
Jan Skolmli	UK Space
Andy Bradford	UKLSL
Dan Hart	Virgin Orbit