

Ref No: FOI2025/00015

E correspondence@ukspaceagency.gov.uk
W gov.uk/ukspaceagency

Date: 10th February 2025

Dear [REDACTED]

FREEDOM OF INFORMATION ACT 2000 – REQUEST FOR INFORMATION

Thank you for your email of 13th January requesting the following information:

Dates on which the members of the UK Space Agency Delivery Board listed below met with representatives of the Ministry of Defence (including the Army, Royal Navy, Royal Air Force, Strategic Command, Joint Operations, and Space Command) over the period 1 January 2024 – 31 December 2024.

Titles of each of these meetings (in the event of an ad-hoc meeting with no formal title, please advise on the general topic of the meeting).

Please provide this information for each of the following Delivery Board members, starting with the Chief Executive and working down the list in the order shown until the cost limit is reached.

- Chief Executive
- Deputy CEOs for Programme Delivery
- Missions and Capabilities Director - Earth Observation and Low-Earth Orbit Assets
- Missions and Capability Director – Launch
- Investment Director
- Missions and Capabilities Director – Discovery and Sustainability.

There is no need to provide copies of minutes, notes, or presentations as requested previously.

Response

We can confirm that we hold the information requested.

[Annex 1](#) of this document contains a list of dates and meeting titles for meetings between each of the staff members specified and representatives of the Ministry of Defence (MOD) as described in your request.

This information was taken from Outlook calendar records. In some cases, Outlook calendars have been used to record appointments which took place in the member of staff's own time, and which were unrelated to UK Space Agency business. We have highlighted these in the list.

As one of the Non-Executive Members of the UK Space Agency's Board also works with the MOD, we have also included a list of dates of Board, Audit and Risk Assurance meetings for which he was in attendance alongside at least one of the Agency's Delivery Board members listed above. For information, however, he did not attend these meetings in his role as a representative of the MOD.

The UK Space Agency considers names of staff who are not Senior Civil Servants to be personal data and therefore exempt from disclosure under the provisions of section 40(2) of the Freedom of Information Act 2000 (FOIA), which relates to personal data. Disclosure of this information would contravene the first principle of the General Data Protection Regulation 2018 and the Data Protection Act 2018 which requires personal data to be processed lawfully, fairly and transparently. We have therefore redacted these names from meeting titles.

We have also redacted the title of one meeting under Section 24(1) of the FOIA, which provides that information is exempt from disclosure when required for the purposes of safeguarding national security. This meeting title references an area of work which is highly confidential and not in the public domain. Releasing this information into the public domain would undermine our position with defence colleagues and any damage to these relationships with our partner departments could compromise our nation's security. As this is a qualified exemption, we have conducted a public interest test which can be found in [Annex 2](#) of this document.

The title of one further meeting has been partially redacted to remove the name of a company under Section 43(2) of the FOIA, which states that information is exempt if its disclosure would, or would be likely to, prejudice the commercial interests of any legal person (an individual, a company, the public authority itself or any other legal entity). Again, as this is a qualified exemption, we have conducted a public interest test which can be found in [Annex 2](#).

Appeals Procedure

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Anu Ojha, Director of Championing Space, will be the Senior Official responsible for this Internal Review for the UK Space Agency.

Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to Matt Archer via correspondence@ukspaceagency.gov.uk.

Please remember to quote the reference number above in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioner's Office,
Wycliffe House,
Water Lane,
Wilmslow,
Cheshire, SK9 5AF

Yours sincerely,

Public Affairs Team
UK Space Agency
Correspondence@ukspaceagency.gov.uk
www.gov.uk/ukspaceagency

Annex 1

Chief Executive

Date	Meeting title or description
10/01/2024	UK Space Agency CEO Monthly
15/01/2024	Discussion on Saxavord and next steps for HMG
16/01/2024	National Space Council
18/01/2024	Urgent Launch Advice update
24/01/2024	Paul/Chris/[REDACTED] Catch up
05/02/2024	Executive Gender Balance Meeting
06/02/2024	Viasat -HMG Quarterly Catch up
14/02/2024	UK Space Agency CEO Monthly
28/02/2024	National Leadership Connect – Harv Smyth/Paul Bate
28/02/2024	National Space Board meeting (NSB12)
13/03/2024	UK Space Agency CEO Monthly
22/03/2024	TAS UK Discussion
11/04/2024	Post Symposium Orbit Fab UK Event
12/04/2024	Paul Bate and Air Mshl Paul Lloyd Quarterly catch up
17/04/2024	UK Space Agency CEO Monthly
07/05/2024	UK Space Agency CEO Monthly
10/06/2024	UK Space Agency CEO Monthly
15/07/2024	Maj Gen Tedman & Paul Bate Catch up
17/07/2024	National Space Board 13
23/07/2024	CEO Monthly Briefing – Farnborough International Airshow
02/08/2024	Maj Gen Tedman & Paul Bate Catch up
27/08/2024	Paul Bate and Air Mshl Paul Lloyd Quarterly catch up
02/09/2024	HMG:BAE Systems Quad Meeting
23/09/2024	HMG-Airbus Quad Meeting
27/09/2024	[REDACTED] Intro
27/09/2024	SDR Rebecca/General Tedman/[REDACTED] /Paul
30/09/2024	SDR and Space Sector Discussion
09/10/2024	UK Space Agency CEO Monthly
13/11/2024	Space Nuclear X-HMG Meeting
14/11/2024	UK Space Agency CEO Monthly
10/12/2024	Lunch Paul Bate & Gen Tedman
10/12/2024	National Space Board

Deputy CEOs for Programme Delivery (job share)

Chris White-Horne

Date	Meeting title or description
10/01/2024	NESoc Gathering *
10/01/2024	UK Space Agency CEO Monthly
24/01/2024	Paul/Chris/[REDACTED] Catch up
31/01/2024	Business cases & scrutiny
08/02/2024	Spaceflight Sponsor Group
14/02/2024	UK Space Agency CEO Monthly
01/03/2024	[REDACTED] & Chris Catch up
13/03/2024	UK Space Agency CEO Monthly
05/04/2024	[REDACTED]/Chris White-Horne
16/04/2024	NESoc Spring Gathering *
17/04/2024	UK Space Agency CEO Monthly
01/05/2024	TYCHE (DE&S/SpCmd) – UKSA
15/05/2024	Quad Dinner meeting between UKSA/DSIT/MOD and Space Comd
15/05/2024	Space Defence Civil Alignment Senior Meeting
16/05/2024	National Space Council (officials)meeting
10/06/2024	UK Space Agency CEO Monthly
15/07/2024	NSpOC Drop-in Session: Asteroid/Near Earth Object (NEO) Reporting Capability
23/07/2024	CEO Monthly Briefing – Farnborough International Airshow
15/08/2024	Mentoring session
19/09/2024	UK Space Agency CEO monthly
23/09/2024	Royal Aeronautical Society Council – at 4 Hamilton Place
09/10/2024	UK Space Agency CEO Monthly
22/10/2024	Major Gen Tedman Lunch with Annelies and Chris – UK Space Agency
24/10/2024	National Space Board 14
14/11/2024	UK Space Agency CEO Monthly
02/12/2024	Royal Aeronautical Society Council - virtual meeting

*Meetings were recorded in the Outlook calendar for information but took place outside of work hours and were not related to UK Space Agency business.

Annelies Look

Date	Meeting title or description
24/01/2024	Monthly Space Gateway Meetings
05/02/2024	Executive Gender Balance Meeting
13/02/2024	Leadership Event – Guest Speaker panel session at PA Consulting
14/02/2024	UK Space Agency CEO Monthly
06/03/2024	UK Space Nuclear Roundtable
24/04/2024	Monthly Space Gateway Meetings
09/05/2024	Jon Egging Trust Annual Dinner
15/05/2024	Space Defence Civil Alignment Senior Meeting
15/05/2024	Quad dinner
16/05/2024	National Space Council (Officials) meeting
17/07/2024	National Space Board 13
23/07/2024	UK Space Agency CEO Monthly
18/09/2024	Monthly Space Gateway Meetings
03/10/2024	Annelies Look/[REDACTED]
21/10/2024	UK Space Launch briefing
22/10/2024	Major Gen Tedman Lunch with Annelies and Chris – UK Space Agency
23/10/2024	Monthly Space Gateway Meetings
24/10/2024	National Space Board 14
04/11/2024	Call with [REDACTED]
14/11/2024	UK Space Agency CEO Monthly
14/11/2024	1* Capabilities Strategy Group
18/11/2024	Capabilities Strategy and Planning Day

Missions and Capabilities Director – Earth Observation and Low Earth Orbit Assets

Date	Meeting title or description
21/03/2024	xWH Satcoms Strategy Planning
28/03/2024	xWH Satcoms Strategy Planning
22/04/2024	XWH SR Working groups - Earth Observation data
23/04/2024	One SW Senior Engagement Group - 23 April 2024 **Virtual**
25/04/2024	OneWeb Workshop
26/04/2024	[REDACTED] - intro/follow - up call (DBT/UKSA/MOD)
02/07/2024	Data Architecture Steering group

Missions and Capability Director – Launch

Date	Meeting title or description
08/01/2024	NSSIF/SaxaVord
16/01/2024	MPLA Impact Group f2f session
22/01/2024	Day 1 Wash Up SRO & Panel: UKSA Launch Programme: Phase 2 OBC: Gate 2
22/01/2024	Launch Programme: Interview with Matt Archer, SRO & Programme Director – Phase 2 OBC: Gate 2
23/01/2024	Day 2 Wash Up SRO & Panel: UKSA Launch Programme: Phase 2 OBC: Gate 2
24/01/2024	Launch Programme: Phase 2 OBC: Gate 2. Report to SRO
29/01/2024	MPLA Reading Group 1
31/01/2024	UKSA briefing on Launch Programme
31/01/2024	MoD – UKSA briefing on Launch Programme Phase 2 proposals
09/02/2024	MPLA: Wrap Up to Module 3
23/02/2024	Matthew A/Shimon
12/03/2024	Placeholder - MPLA Impact Group 4 and Assignment 4
27/03/2024	Orbex/FCDO/MOD/DFT/UKSA
27/03/2024	Spaceflight Policy Workshop – Point-to-point and Large Launch
05/04/2024	Space Symposium – HMG Roundtable pre-chat
10/04/2024	UK-US launch conversation
10/04/2024	[REDACTED] MoD
21/05/2024	Meeting at MOD
05/06/2024	UK Diary Marker: NATO Meeting on NORTHLINK and STARLIFT
17/06/2024	MPLA – Cohort 36 Assessment Panel – Matthew Archer
25/06/2024	NATO Space HVP pre-meeting chat
09/10/2024	NSpOC Bi-Annual Stakeholder Forum
18/10/2024	1* Capabilities Strategy Group
21/10/2024	UK Space launch briefing
23/10/2024	US Embassy Meeting
08/11/2024	Launch Programme Board
11/11/2024	Launch Programme Interview with Matt Archer, SRO & Programme Director: Mid-stage GW0
13/11/2024	Launch Programme Phase 1 Mid-stage GW0 – Report to SRO
21/11/2024	USSF/UKSA international spaceport collaboration opportunity catch up
21/11/2024	NATO/STARLIFT Workshop
26/11/2024	Pre-mortem Risk Workshop (Harwell in-person)
12/12/2024	NATO Starlift post-meeting update

Investment Director

Date	Meeting title
12/02/2024	20240110 Skynet EC procurements-O (In Person: 10 Victoria Street, London SW1H 0NN)
15/03/2024	WORKSHOP: Future Telecoms Strategy - Opportunity to Shape
20/03/2024	Presentation for EO Board on DSIT Science and Technology Framework
22/03/2024	Innovation & Technology and promoting Skynet as a programme to SME's
14/05/2024	XWH SR Working groups - Economic Growth and Investment
04/06/2024	Introduction
22/07/2024	[REDACTED]
23/07/2024	TAS & UKSA Catch up
13/11/2024	Space Action - Senior Stakeholders

Missions and Capabilities Director – Discovery and Sustainability

Date	Meeting title or description
10/01/2024	UK Space Agency CEO Monthly
02/02/2024	Julie Black – Catch-Up
27/03/2024	NSS International Collaboration Workstream
11/04/2024	Post Symposium Orbit Fab UK Event
17/04/2024	UK Space Agency CEO Monthly
17/05/2024	1* Quad: Capabilities Briefing Day
29/07/2024	SatComms Capabilities Virtual Huddle 1
30/07/2024	SDA Capabilities Virtual Huddle 1
30/07/2024	PNT Capabilities Virtual Huddle 1
31/07/2024	NSS International Collaboration Workstream
14/08/2024	1* Capabilities Strategy Group
21/08/2024	IOSAM Capabilities Virtual Huddle 1
28/08/2024	NSS International Collaboration Workstream
03/09/2024	SDA Capabilities Virtual Huddle 2
03/09/2024	PNT Capabilities Virtual Huddle 2
25/09/2024	NSS International Collaboration Workstream
08/10/2024	SatComms Capabilities Virtual Huddle 3
09/10/2024	NspOC Bi-Annual Stakeholder Forum
30/10/2024	NSS International Collaboration Workstream
27/11/2024	NSS International Collaboration Workstream

UK Space Agency Board, Audit and Risk Assurance meetings

Date	Meeting type
06/02/2024	Audit & Risk Assurance
21/02/2024	UK Space Agency Board
07/05/2024	Audit & Risk Assurance
29/05/2024	UK Space Agency Board
03/07/2024	Audit & Risk Assurance
06/08/2024	Audit & Risk Assurance
26/09/2024	UK Space Agency Board
07/10/2024	Audit & Risk Assurance
12/10/2024	UK Space Agency Board

Annex 2 – Public Interest Tests

Section 24 – National Security

Arguments for disclosing information:

- There is a general public interest in disclosing government information to ensure there is proper scrutiny of government action and the effective use of public money.
- There is public interest in ensuring government activities are conducted ethically and are in the public's best interest. Disclosing information about specific work areas where the UK Space Agency have met with representatives from the MOD could be seen to increase transparency in government operations, fostering public trust and confidence.

Arguments against disclosing information:

- The public entrust the government to make appropriate decisions in regard to their safety and protection and it is therefore important to be cautious with what is placed into the public domain.
- The title of this meeting refers explicitly to an area of work which is highly confidential and not in the public domain. By releasing this information, we would undermine the position of the UK Space Agency with our partners in this work, particularly those in the defence domain. By damaging trust between the UK Space Agency and its partners, this would threaten our ongoing collaborative work that protects national security. Release of this information would therefore make the UK and its citizens more vulnerable as this represents a risk to national security.

Section 43(2) – Commercial Interests

Arguments for disclosing information:

- Disclosing which companies are involved in UK Space Agency and MOD meetings increases public knowledge and accountability in how government works with commercial partners.

Arguments against disclosing information:

- Disclosing that this company has met with government officials, which has not been shared publicly, would be likely to cause speculation regarding future activity of the company, and make it likely that their market position would be affected and their commercial interests prejudiced.