

# PORT SUNLIGHT VILLAGE TRUST

## USE OF DRONES POLICY



<b>Policy Sponsor:</b>	<b>Director of Corporate Services</b>
<b>Approving Body:</b>	<b>Leadership Team</b>
<b>Date Approved:</b>	<b>February 2018</b>
<b>Date of Last Review:</b>	<b>April 2023</b>
<b>Date of Next Review:</b>	<b>April 2025</b>

### **Introduction**

The use of drones in the public arena is widespread and increasing. This presents risk both to Port Sunlight residents and visitors, and also to the built environment and landscape. PSVT has a responsibility to care for and conserve the heritage, and maintain the safety of those who visit, live and work in Port Sunlight; we therefore need to ensure that the risk is minimised as far as possible, by clearly defining what is acceptable practice, by ensuring that this is communicated to the public, and by monitoring and enforcing the policy.

### **Statement of Intent**

The purpose of this policy is to define what is meant by the term 'drone', to clarify when drones may or may not be used, and to demonstrate how PSVT will communicate, monitor and enforce the policy.

### **Confidentiality**

Confidentiality will be maintained at all times and the General Data Protection Regulation (GDPR) will be complied with.

### **The Policy**

#### **Definition**

A drone is defined as an unmanned aircraft or ship guided by remote control or on-board computers, and can also be referred to as an unmanned aerial vehicle (UAV). Drones have a variety of uses, ranging from military to commercial and recreational; they vary in size and range, and can carry items of equipment including cameras.

#### **Risks**

The principal risks arising from the use of drones in Port Sunlight include, but are not limited to:

- Invasion of privacy
- Public nuisance
- Technical failure causing the drone to damage buildings, monuments or other features of the heritage.
- Technical failure of the drone causing injury to a person or persons.
- Deliberate sabotage, resulting in damage or injury as described above.
- Terrorism

No cover is provided under PSVT's insurance policy for injury caused by use of drones, however there is cover under the material damage section (aircraft peril) for damage to properties.

#### **Use of Drones**

Any unauthorised use of drones in the Port Sunlight Conservation Area is prohibited.

Drone flying by the general public is not permitted; this is principally due to the risk of injury or damage, as private pilots are unlikely to be adequately insured, but is also to prevent data protection issues and public nuisance.

PSVT may allow the use of commercial drones, e.g. for filming in Port Sunlight. This is subject to the drone operator complying fully with PSVT procedures, including carrying out a full risk assessment and verifying that the required level of public liability insurance is in place, and supplying evidence of registration with the Civil Aviation Authority.

The level of insurance cover required is determined by PSVT, and may vary due to a number of factors including location, date, time and duration of activity, however coverage of at least £10 million will be required in all instances. Use of commercial drones will be considered on a case by case basis, and permission granted without precedent. PSVT reserves the right to refuse permission without stating a reason for doing so, even if all paperwork and insurance cover is provided.

From time to time, it may be beneficial for PSVT to make use of drone technology to manage the site and support its overall strategy. Examples may include surveying, enforcement of the restrictive covenant, marketing and heritage interpretation. In these circumstances, a full risk assessment will be carried out, and proof of the drone operator's public liability insurance obtained.

### **Communication**

PSVT will communicate this policy to staff, volunteers, visitors, residents and village businesses, using the most appropriate means available, including websites, staff & resident handbooks, marketing collateral, digital media and face to face communications.

### **Monitoring and Enforcement**

PSVT will provide appropriate signage to advise the general public that flying of drones is not permitted. Where possible, PSVT will also advise staff, volunteers, visitors, residents and village businesses when authorised drone flying will be taking place.

Any incidences of drone use during working hours should be reported to PSVT offices, and outside of working hours should be reported to the Security patrol team or to the police. Communication of the policy will reinforce this.

The policy will be reviewed to incorporate any relevant legislation, e.g. relating to licensing of drones.

### **Equality and Diversity**

Port Sunlight Village Trust is committed to Equality, Diversity and Inclusion. We treat everyone fairly according to their needs, regardless of their race, religion or belief, sexual orientation, gender, gender identity, marital or civil partnership status, age, disability or pregnancy and maternity status.

### **To be read in conjunction with:**

- Use of Drones Procedure
- Conservation Management Plan

### **Contacting Us:**

If you would like to contact us to discuss this policy or anything else, the best way to do this is by calling our main office on 0151 644 4800, we will be more than happy to assist you.

You may want to contact us in writing, our address is:

Port Sunlight Village Trust  
23 King George's Drive  
Port Sunlight  
Wirral  
CH62 5DX

If you prefer, you can contact us via email [admin@portsunlightvillage.com](mailto:admin@portsunlightvillage.com).

Or you can speak to a member of our team in person by visiting us at our office.