



# Use of Drones Policy

<b>Name of Policy</b>	<b>Use of Drones Policy</b>
<b>Aim of Policy</b>	<b>While drones can assist in surveying and caring for the Trust's sites and can offer new perspectives on them, it is necessary to balance this potential with the need to care for and conserve our sites, and maintain the safety of visitors, wildlife and livestock.</b>
<b>Related Organisational Aims &amp; Objectives</b>	
<b>Intended Audience</b>	<b>Council Members, Staff and Volunteers</b>
<b>Approved By</b>	<b>NAT Council</b>
<b>Date Approved</b>	<b>04.04.17, July 20, last reviewed July 2023</b>
<b>Review Cycle</b>	<b>Three years</b>
<b>Review Due Date</b>	<b>July 2026</b>
<b>Individual Responsible for Review</b>	<b>Director</b>
<b>Comments on Last Review</b>	

## **Use of Drones Policy**

### **Introduction**

There is increasing interest in the use of drones to film or photograph heritage locations. While drones can assist in surveying and caring for the Trust's sites and can offer new perspectives on them, it is necessary to balance this potential with the need to care for and conserve our sites, and maintain the safety of visitors, wildlife and livestock.

### **Background**

Few drone users have training to operate drones and, if a drone were to cause damage or harm, pilots generally do not have the correct insurances to compensate those affected.

Drones should not be flown near property (within 50m) and the fragile nature of Trust properties makes the risk of accidental damage a real concern.

Recreational flying of drones does not require permission in airspace over private land as long as it does not cause a nuisance, infringe privacy or otherwise interfere with the 'ordinary use and enjoyment' of the land. However, most Trust sites have wildlife or farm animals present which are sensitive to disturbance and could be detrimentally affected by the presence of drones, and the presence of drones can be detrimental to the enjoyment of our sites by other visitors.

Many drones have cameras attached and these could infringe data protection laws (filming people without permission).

We therefore do not allow drones to fly from or land on Trust land except by contractors commissioned by the Trust for a specific purpose or who have sought our permission, who satisfy CAA criteria, have the correct insurances, and are operating under controlled conditions; or by non-commercial/recreational operators who can show proof that they are registered with the CAA; that all proposed flyers have passed the CAA theory test, and can demonstrate that they will comply with the CAA 'Dronecode' guidance [dronesafe.uk](https://www.dronesafe.uk)

### **Further information**

If you are interested in flying a drone for filming or surveying purposes at a Trust site, please contact us to discuss your project: [info@norfarchtrust.org.uk](mailto:info@norfarchtrust.org.uk)

Please note: for all projects for commercial and personal filming use, drone flying will be treated as a commercial hire and fees will apply as appropriate.

## Norfolk Archaeological Trust Use of Drones Policy

**For the safety and enjoyment of other visitors, to protect wildlife or livestock from disturbance, and to protect our fragile monuments from damage, do not fly unmanned aerial vehicles (drones) or other remote-control flying devices at our sites without permission.**

1. **Commercial use** of UAVs (Unmanned Aerial Vehicles) or drones is not permitted on sites owned or managed by Norfolk Archaeological Trust without prior approval from the Trust.

2. If use is approved by the Trust, then the following conditions will apply:

- Current CAA legislation states that drones are not permitted to be flown within 50 metres of any vessel, vehicle or structure which is not under the control of the person in charge of the aircraft.
- Current CAA legislation states that the aircraft should not be flown within 50 metres of any person except during take-off or landing or within 30 metres of any person except for the person in charge of the aircraft.
- To ensure the safety of Trust sites, any drone flying must take place when the site is free of other visitors – timing needs to be chosen carefully.

3. All operators must hold the following:

- a current and valid CAA 'Permission for Commercial Operations (PfCO)
- evidence of valid insurance cover;
- a risk assessment for the proposed flight; and
- a method statement outlining what equipment will be used and a flight plan outlining where flying is proposed.

### 4. **Recreational use:**

Take-off and landing of UAVs (Unmanned Aerial Vehicles) for recreational purposes is not permitted on sites owned or managed by Norfolk Archaeological Trust without prior approval from the Trust. You must have two registrations in place before you fly a drone or model aircraft that weighs between 250g to 20kg:

- anyone who will fly must pass a theory test to get a flyer ID
- the person responsible for the drone or model aircraft must register to get an operator ID

It is against the law to fly without passing the test or registering. More information is available at <https://register-drones.caa.co.uk/>. You will not be given permission to fly unless you can show proof that you are registered, and all flyers have passed the theory test.

For further information contact [info@norfarchtrust.org.uk](mailto:info@norfarchtrust.org.uk)

Date of change	Changed by	Comments
30.06.20	CD	Updated re compulsory test and registration for recreational users