

Aerials, Antennas and Satellite Dishes Policy

Originator:	Policy and Strategy Team
Executive Management Team Approval Date:	August 2020
Review date:	August 2023

1	Introduction
1.1	This Policy sets out One vision Housing’s (OVH) provisions for the installation of aerials, satellite dishes, and antennas.
1.2	<p>In operating this Policy, OVH will ensure compliance with all legal requirements in regard to the installation of aerials, antennas, satellite dishes and cable in properties it owns and manages. The principal legislation is set out below:</p> <ul style="list-style-type: none"> • Government Digital Services (DGS) initiative • Town and Country Planning (General Permitted Development England Amendment No 2 Order 2005)
1.3	<p>Operation of this Policy will also contribute towards the following OVH corporate aims:</p> <ul style="list-style-type: none"> • To provide the environment to deliver business success • To provide homes that meet demand in safe and sustainable neighbourhoods • To provide excellent services that meet or exceed customers’ and stakeholders’ expectation • To make a positive impact in the communities in which we operate
1.4	<p>The application of this Policy ensures compliance with the outcomes of the Regulatory Framework for Social Housing in England as introduced by the Homes Community Agency as outlined below:</p> <ul style="list-style-type: none"> • Registered providers shall ensure effective governance arrangements that deliver their aims, objectives and intended outcomes for tenants and potential tenants in an effective, transparent and accountable manner. Governance arrangements shall ensure they: <ul style="list-style-type: none"> ○ Adhere to all relevant legislation ○ Comply with their governing documents and all regulatory requirements ○ Are accountable to tenants, the regulator and relevant stakeholders ○ Safeguard taxpayers’ interests and the reputation of the sector ○ Have an effective risk management and internal controls assurance Framework

	<ul style="list-style-type: none"> • Registered providers shall: <ul style="list-style-type: none"> ○ Treat all tenants with fairness and respect ○ Demonstrate that they understand the different needs of their tenants, including in relation to the equality strands and tenants with additional support needs <p>1.5 Access and Communication</p> <p>1.5.1 OVH is committed to ensuring that our services are accessible to everyone. We will seek alternative methods of access and service delivery where barriers, perceived or real may exist, that may make it difficult for people to work for OVH or use its services. This policy will abide by OVH’s Communication and Accessibility Policy.</p> <p>1.6 Equality, Diversity and Human Rights</p> <p>1.6.1 OVH is committed to ensuring that no person or group of persons will be treated less favourably than another person or group of persons and will carry out our duty with positive regard for the following core strands of equality; Age, Disability, Gender, Race, Gender Identity / Gender Expression, Sexual Orientation, Religion and / or Belief, Marriage and Civil Partnership, Pregnancy and Maternity.</p> <p>1.6.2 OVH also recognise that some people experience disadvantage due to their socio-economic circumstances, employment status, class, appearance, responsibility for dependants, unrelated criminal activities, being HIV positive or with AIDS, or any other matter which causes a person to be treated with injustice.</p> <p>1.6.3 OVH will also ensure that all services and actions are delivered within context of current Human Rights legislation. Staff and others with whom we work, will adhere to the central principles of the Human Rights Act (1998).</p>
2	Statement of Intent
2.1	OVH is committed to promoting choice and access for tenants and leaseholders who wish to take advantage of modern telecommunications options.
2.2	In line with this commitment OVH will grant permission for the installation of aerials, antennas, and microwave dishes on and in the grounds of properties providing the requests comply with planning regulations.
2.3	All requests will need to comply with the Town and Country Planning (General Permitted Development) (England) (Amendment) (No.2) Order, 2005.
3	Policy
3.1	<p>This Policy sets out OVH stance on;</p> <ul style="list-style-type: none"> • Requests from residents seeking permission to install aerials, antennas or satellite dishes

- How OVH will deal with installations that do not meet legal requirements or OVH's conditions

- 3.2 It is a condition of OVH leases and tenancy agreements that residents must not install aerials, antennas and dishes without first obtaining written consent from the Association.
- 3.3 Where aerials, cables, antennas and satellite dishes have been installed without written permission and / or there is a breach of planning conditions, OVH will expect tenants and leaseholders to remove the equipment at their own expense and make good any damage to properties and grounds. Failure to do so may be classed as a breach of tenancy agreement and may result in tenancy enforcement action.
- 3.4 OVH will not adopt any aerial, antenna or dish at a change of tenancy and it is the responsibility of the outgoing tenant or leaseholder to remove the equipment and make good any damaged areas.
- 3.5 If the tenant or leaseholder fails to remove unauthorised aerial, antennas or satellite dishes installed to its properties, any cost that OVH incurs to remove the installation and make good any damaged caused to the property will be rechargeable to the tenant or leaseholder.
- 3.6 OVH will send a written response to all formal requests to install aerials, microwave dishes and antenna within 10 working days of the request being received.
- 3.7 Where OVH grant written permission for aerials, antennas or dishes to be installed it is the tenant or leaseholders responsibility to ensure the equipment is:
- Purchased and installed by reputable suppliers
 - No larger than it needs to be for good reception and within the specified size or volume limits for the area and property
 - Located in the most appropriate position where the visual impact on the external appearance of the building, neighbours, the public and environment is minimised (When, no longer required for transmission purposes) - removed as soon as is reasonably practicable
- 3.8 When dealing with request for installation of aerials, antennas and satellite dishes, OVH will comply with the specific requirements of the Town and Country Planning (Amendment) Order 2005 relating to property size and type:
- **Houses and Buildings up to 15 Metres high**
 - There will be no more than two aerials, antenna or dishes on the property overall
 - Any one aerial, antenna or dish may not exceed 100 Centimetres in length in any linear direction
 - Any one aerial, antenna or dish may not have a cubic capacity exceeding 35 Litres
 - The length of the aerial, antenna or dish will not include any projecting feed element, reinforcing rim, mounting or brackets
 - Where two aerials, antennas or dishes are installed, one should not be more than 100 Centimetres in any linear direction and the other is not more than 60 Centimetres in any linear direction

	<ul style="list-style-type: none"> ○ Where an aerial, antenna or dish is to be installed on a chimney the length in any linear direction shall be no more than 60 Centimetres and shall not protrude above the chimney ○ Where an aerial, antenna or dish is to be installed on a roof without a chimney it shall not be higher than the highest part of the roof <ul style="list-style-type: none"> ● Houses and Buildings over 15 Metres high <ul style="list-style-type: none"> ○ There will be no more than four aerials, antenna or dishes on the property overall ○ The size of any aerial, antenna or dish is not more than 130 Centimetres in any linear direction (not including any projecting feed element, reinforcing rim, mounting and brackets) ○ The cubic capacity of each individual aerial, antenna or dish is not more than 35 Litres ○ An aerial, antenna or dish fitted onto a chimney stack is not more than 60 Centimetres in any linear dimension ○ An aerial, antenna or dish mounted on the building does not stick out above the highest part of the building by more than 300 Centimetres <p>3.9 Where communal aerials have been and will be installed, it is the responsibility of the tenant or leaseholder to make the necessary arrangements to receive digital signals including subscriber services, purchase of digitally enabled televisions and set top boxes.</p> <p>3.10 OVH will refuse any request to install aerials, antennas and microwave dishes where the installation will:</p> <ul style="list-style-type: none"> ● Make OVH properties less safe ● Reduce the living space in the property ● Increase the OVH’s maintenance costs ● Detract from or may damage any redevelopment or refurbishment ● Disturb asbestos material ● Any other restrictions that may apply in conservation areas <p>3.11 Where OVH have installed digital aerials or provided cable access, this will be subject to a service charge payable by residents of communal blocks.</p>
4	Implementation
4.1	All requests for aerials, antenna and satellite dishes will be processed by the OVH Surveyors.
5	Performance
5.1	There are no additional performance requirements as a result of this policy.
6	Consultation
6.1	OVH staff have been consulted in the review of this Policy. The Tenant Policy Review Group was also consulted in the development of this Policy.

7	Review		
7.1	The Policy will be reviewed every three years from or as near the date of Executive Management Team (EMT) approval. The Policy will be reviewed sooner in the light of any relevant changes in legislation, or system audit findings in regard to OVH's stance on aerial, antenna and satellite dish or cable installations.		
8	Equality Impact Assessment		
8.1	Was a full Equality Impact Assessment (EIA) required?	No	
8.2	When was EIA conducted and by who?	An EIA Relevance Test conducted by the Policy and Strategy Manager and Policy Writer on 07-5-14 is still relevant to this Policy review.	
8.3	Results of EIA	The EIA Relevance Test did not indicate any differential or adverse impacts for any group with protected characteristics.	
9	Scheme of Delegation		
9.1	Responsible committee for approving and monitoring implementation of the policy and any amendments to it	EMT	
9.2	Responsible officer for formulating policy and reporting to committee on its effective implementation	Operations Director – Assets and Compliance	
9.3	Responsible officer for formulating, reviewing and monitoring implementation of procedures	Operations Director – Assets and Compliance	
10	Amendment Log		
Date of revision:	Reason for revision:	Consultation record:	Record of amendments:
18/07/2017	In line with review schedule	See Section 6 above	<ul style="list-style-type: none"> • OVH Surveyors are now responsible for processing requests for installation of aerials, antennas and satellite dishes • OVH will recharge tenants or leaseholders for any cost it incurs to remove unauthorised aerials,

			<p>antennas or satellite dishes and work required to make good of any damage caused to the property</p> <ul style="list-style-type: none"> • OVH may refuse permission to install aerials, antennas or satellite dishes if it breaches any restrictions that may apply in conservation areas
4 th August 2020	In line with review schedule	See Section 6 above	There are no significant changes to the Policy in this review.