

Slough Digital Infrastructure Toolkit

July 2021

1. Introduction

Slough Borough Council welcomes network partners to introduce faster, reliable, and high-quality mobile connectivity in Slough. The Slough Digital Infrastructure Tool Kit aims to simplify the process for mobile network operators when introducing digital infrastructure, sets out requirements for installation of digital infrastructure in the Borough including the grant of a wayleave agreement to network operators, the standard financial terms and guidance to network operators seeking to host small cells.

The toolkit also contributes to delivering Slough's priority outcomes of the Five-Year Plan 2020-2025 and the Infrastructure Projects Service Plan 2020-21.

- Outcome 3: Slough will be an attractive place where people choose to live, work, and stay by improving access and speed of the Internet.
- Outcome 5: Slough will attract, retain, and grow businesses and investment to provide opportunities for our residents by providing wider coverage of wi-fi facilities that can be used by businesses and residents.

The Slough Digital Infrastructure toolkit has been prepared in accordance with the:

- Electronics Communications Code that sets out the Government's commitment to establishing reliable mobile connectivity across the Country and sets out code rights that are designed to enable the installation and maintenance of electronic communications networks.
- Digital Infrastructure Toolkit published by the Department for Digital, Culture, Media & Sport (DCMS) that provides guidance and templates to assist local authorities to best manage the roll out of 4G and 5G infrastructure.

2. Digital Infrastructure Guidance

The tool kit sets out the guidance for the installation of 4G/5G smart cells for Network Operators onto the Council's Street furniture including CCTV columns, lighting columns, bus shelters and advertising hoardings sets out the deployment approach and planning process where applicable.

The Slough Digital Infrastructure Tool Kit will set out the standard financial terms and guidance to operators and provide a clear and transparent process for network

operators to make a formal application to the Council for a wayleave agreement to permit them to host 4/5G small cells on selected Slough Borough Street furniture/assets.

Our non-exclusive approach aims to allow for multiple Network Operators to share the same assets. The Network Operators must be aware that where there is more than one operator requesting for access to the same asset, the Council will consider both operators and will give priority to the operator that demonstrates that their approach will accommodate other operators and they have approval for the Council's planning and highway team.

We are asking Code Operators to aim for a maximum of **6 months** to approve the design and installation of the scheme.

This tool kit is effective from **18 August 2021**.

The Council can amend the tool kit guidance at any time.

Legal Agreement

The Wayleave agreement will permit operators to install their small cells on Slough Borough Council's assets and will cover a minimum of 5 years and a maximum term of 10 years. The arrangement is non-exclusive and allows multiple mobile operators to develop infrastructure in Slough to maximise the potential 4G/5G coverage in the borough whilst ensuring all activity is in accordance with requirements set by the Council.

Planning Regulations

Network Operators are advised that the installation of 4G/5G small cells will be undertaken under the Permitted Development order which requires 28 days prior notification.

Financial Terms

- The Network Operator will pay a fee of £5000 towards the Local Authorities costs and expenses in negotiating and facilitating the agreement. A daily rate of £250 is required for costs towards inspection fees and structural capacity tests for each site.

- Fees of £300 per year per asset towards installing, maintaining, operating, and upgrading the assets.
- All costs towards Traffic Management, Traffic Regulation Orders and any other additional permits consents or approvals related to the installation of the equipment, or any other associated works will be paid by the supplier.
- Power costs associated with the equipment will be paid by the supplier based on the UMSUG code for the installed small cell system configuration.
- Costs towards the removal of the smart cells will be paid by the supplier.

Business rates

Assessment of proposed infrastructure to determine business rates payable on the asset or property are to be paid by the operator.

- [Additional information about business rates](#)

Alternatively Contact the Business Rates team on Telephone 01753 772220

3. Application Process

Expression of Interest

Network Operators seeking to deploy their 4/5G small cells on Slough Borough Council's Street furniture or assets are invited to submit their expressions of interest by filling in the form in appendix 1 The Council will consider EOI's individually and if requirements are met and satisfactory, an agreement will be made between Slough Borough Council and the mobile operator to deploy their infrastructure.

Annex 1: Expression of Interest

The following form must be completed and submitted by Network Operators seeking to install Small Cell / Wireless Infrastructure technology on Slough Street Furniture or assets.

Part 1: Network Operator Details

Lead Contact Name:

Lead Contact Position:

Company

Address (including postcode):

Email address:

Telephone number:

Part 2: Proposal Overview

Please attach a detailed overview of the proposal including scope of the project, deployment approach, technical architecture of the small cells to deploy, identified assets (if any), and any expected project timelines.

Part 4: Location

To be confirmed following site visit.

Proposed location of installation

Type of equipment Intended for installation:

Amount/approximate size of equipment intended

For installation:

Proposed access requirements for installation and

Ongoing maintenance:

Part 4: Signature

Please sign to confirm that the information contained here is complete and accurate. The Electronic Communications Code 2017 specifies that site providers may reclaim all “reasonable” costs of external advisors (i.e., surveyor and legal) in negotiating and concluding any agreement. Signature also confirms that the operator will meet these costs.

Signature of Network Operator:

Date:

Please send this from to:

Mr Sing- Wai Yu

Project Lead

Slough Borough Council

Email: Sing-Wai.Yu@slough.gov.uk

This document can be made available on audio tape, braille or in large print, and is also available on the website where it can easily be viewed in large print.

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