

Example Desk Top Feasibility Report

Telecoms Proposal

St Giles Church, Reading

Operator Reference: MBNL Cell ID: XXXXX
NET Ref: A09095
Date of Report: 25 February 2019



1. About NET CS

NET CS [NET] have been working with the CoE since 2004, initially through QS4, who had secured the National Aerials Agreement with the Archbishops' Council, and directly with the CoE since 2008 when, with the Archbishops' Council approval, NET acquired QS4.

Since 2008 NET have completed over 200 cellular installations within 40 Dioceses, which over the term of each agreement will provide over £32.5 million income to the CoE.

In early 2019, the CoE at a central level working with NET the agreed Code and Faculty compliant terms with the Mobile Network Operators' which reflect the significant changes in the market and rental thresholds arising as a direct result of the Mobile Network Operators' new Code rights.

As part of this process, the Compensation and Consideration sums which were subsequently agreed with Mobile Network Operators' have independently checked and verified.

NET collectively promote the CoE locations to the Mobile Network Operators' [MNO]; once a church is nominated, NET survey, design, and secure all the necessary secular and ecclesiastical approvals and implement the cellular radio sites.

NET have a highly experienced, dedicated CoE team with unrivalled knowledge of the Faculty Jurisdiction process including consultations required with secular and amenity bodies and the requirements on PCC's of the Charities Act.

Upon legal completion the church will be paid the 1st Consideration sum, and before the build starts the church will be paid the one-off Compensation sum.

NET will be responsible for all aspects of the build works, the timing of which will be agreed with the PCC at the Pre-Start meeting.

From a design and implementation perspective the NET CS Structural Engineers and dedicated C of E Build Managers have unrivalled experience designing and installing apparatus within historic church buildings to ensure both the visual impact and the impact on the fabric of a church building is minimal and never detrimental.

Post build completion, NET will remain the churches principal point of contact and will be available for any queries which may arise over the term of the agreement. NET will also be responsible for coordinating any maintenance access requests made by the Mobile Network Operator contractors and for checking the associated Risk and Method Statements to ensure they are not proposing to install any additional equipment which has not been approved by Faculty.

During the process NET will honour to pay all reasonable church related costs, such as legal advice, church Architect fees, Charity Act requirement fees, Historic England and other Society costs etc. and once we have achieved Faculty approval and the site specific legal agreement is engrossed, NET pay the church the recurring Consideration sum and any extra access payments for the duration of the agreement.

2. Why should our church host a telecoms site?

1) Mobile phones are a vital part of modern society.

- 93% of adults own a mobile phone for personal use, and there were over 23.6 million 4G mobile subscriptions by the end of 2014 (data from Ofcom).
- Network coverage plays an important role in our personal lives allowing us to ensure the safety of loved ones, pay household bills, perform the weekly shop and making banking transactions.
- Mobile phones are also relied upon for calls to the emergency services, roadside recovery companies and for working out-of-hours.
- Wireless connectivity for our professional lives is equally essential. High-quality coverage assists in the achievement of successful economies, improves employment prospects and reduces the need for travel.
- The prevalence of 3G and 4G-capable smartphones means that operators often struggle to cope with the increased demand on their network. Each telecoms site can only cope with a limited amount of traffic, leading to slow connections and dropped calls once the limit has been reached, meaning new telecoms sites are required to cope.

2) Hosting a telecoms site benefits the parish.

- The one-off Compensation sum paid to compensate the church for the PCC's time and efforts supporting NET progress the faculty application will provide the church with an immediate and meaningful lump sum.
- The recurring Consideration sum will provide a church with the security of known long-term income to help plan and fulfil the parish's mission.
 - The Compensation and Consideration sums have been negotiated by NET and the Church of England at a senior level to ensure every church is afforded the optimum market value.
- The Head & Sub Code and Faculty compliant legal agreements have been determined by Birkett's, a leading legal firm with a thorough understanding of Faculty and Ecclesiastical Law with a heritage spanning over 150 years, ensures each church is protected from the onerous elements of the new telecoms code, and will ensure the sums paid to a church are protected and through NET ensure the long-term best interests of each church is maintained and Faculty rules always applied (refer to sub-section below).
- The visual impact of these installations is typically zero. Wherever possible NET ensures all of the equipment will be contained within the church tower, often utilising spaces previously unused. The alternative involves the setting up of these sites on adjacent properties or land, which can be unsightly.
- Locating these sites within churches reduces the impact on the environment by diminishing the need to manufacture and construct new steel support towers.
- The alternative would mean rent being paid to a commercial landlord, which is highly unlikely to benefit parishioners.
- To coincide with the Accord between the CoE and Government, the church would be providing a vital service to the local community.

Sub-Section – The New Telecoms Code

To achieve the government's ambition of a digital UK, the DCMS brought into legislation a new telecoms code on December 28th, 2017.

The government's intention of the new code was to provide the Mobile Network Operators [MNOs] with statutory code rights to implement sites where previously there were no willing landlords prepared to host a radio site, or at locations which were subject to high ransom rental costs.

Under the terms of the new Code an MNO needs to only offer a landlord 'compensation' and 'consideration' for the use of their building or land to host a radio site i.e. no added financial benefit other than a landlord's costs being paid.

In due consideration of the new Telecoms Code and the Accord announced between the National Church Institutions of the Church of England and Her Majesty's Government, the CoE established a senior level central team to advise Dioceses and in conjunction NET negotiate with the MNOs a nationwide set of Compensation and Consideration sums.

As a result the CoE and NET have been able to negotiate terms which still provide a church with a meaningful income, combined with a set of Code and Faculty compliant agreements which will ensure the sums paid to a church are protected and through NET ensure the long-term best interests of each church is maintained and Faculty rules always applied.

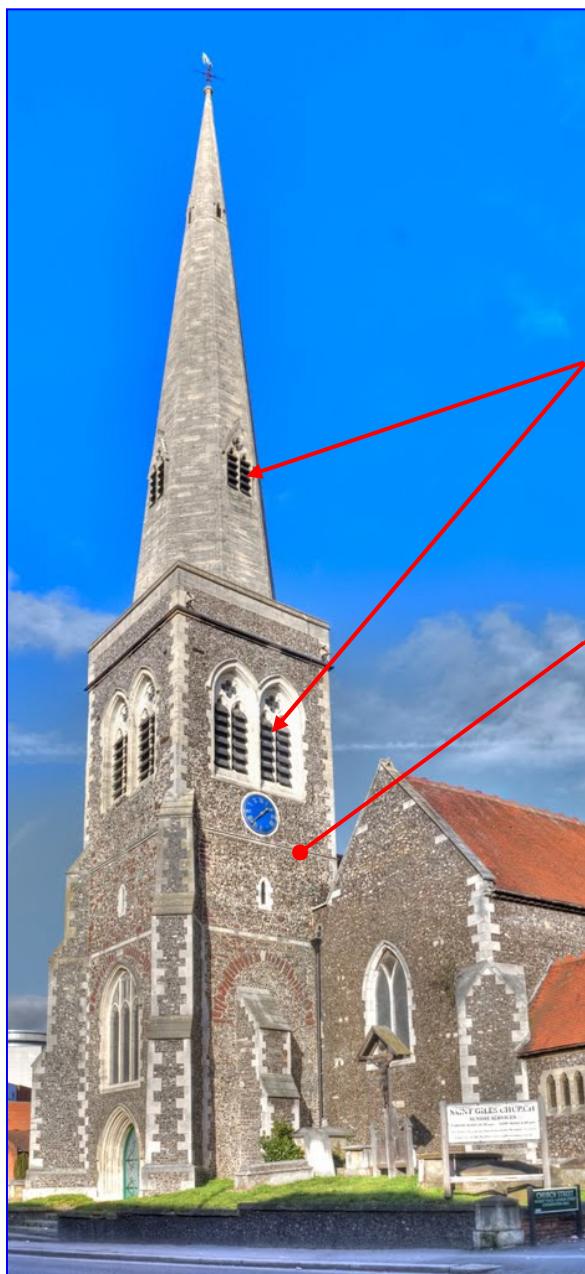
Important note:

Because the terms the MNO's have agreed with the CoE exceed terms offered to other landlords, the CoE and NET have been obligated to keep these terms confidential, therefore NET ask the PCC to maintain this confidentiality during the process, and for this reason, for the purposes of the Charities Act Report, NET request the PCC appoint Telemaster as recommended by the CoE central team.

3. Specific Desk Top Design for St Giles

Based on photos of St Giles Church, NET's initial desk-top assessment indicates the antennas would be ideally located within the Bell Chamber behind replica louvres, however if the louvres are timber they may not necessarily need to be replaced (this will be assessed during the survey), and we estimate there will be plenty of space to locate the equipment cabinet within a lower chamber of the tower. Please note however this is subject to NET's measured survey, and one-to-one discussions with the PCC, wardens and bell ringers.

Please Note: The exact locations of the proposed antennas and equipment, and other matters such power etc. will be confirmed at the measured survey stage, and even if our desk top assessment is wholly inaccurate, NET's Engineers can normally determine a solution to suit both the PCC and the



Subject to our measured survey, our initial desk top assessment suggests the antennas could be installed within the belfry or spire, behind GRP louvres, however if the louvres are timber they may not necessarily need to be replaced (this will be assessed during the survey)

Also, subject to our measured survey, our initial desk top assessment suggests there should be space to locate the operator's equipment cabinet/s elsewhere within the tower

4. About the Church

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| Church Name | St Giles |
| Address | Southampton Street, Reading, Berkshire RG1 2QL |
| NGR | 471648 / 172962 |
| Est Ant Height | 20-25m AGL (centre of antenna) |
| Operator requirements | For the purposes of this report the MNO will be referred to as MBNL (a combined shared EE and 3 site). Typically, up to 12No. Antennas with associated equipment cabinet/s, either a new power supply or a sub-metered power supply from the church, and a dedicated transmission line/s or, in rare instances where a dedicated line/s is not feasible, transmission dishes. |

5. Agreement & Payments

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| Rental payments and term of licence | <p>The Head Agreement will be between NET CS Ltd and St Giles Church.</p> <p>Under the terms of the Head Agreement, and the predetermined geographical bandings approved by the Church of England, the church will benefit from one off-off Compensation payment of £x,xxx which will be paid when the build works start and an annual Consideration payment of £x,xxx p/a, the first payment of which will be made on the day of legal completion</p> <p>Based on combined value of the initial Compensation and recurring Consideration sums means the church will derive a minimum of £xxx,xxx over a 20-year term.</p> |
| Note | Because the terms negotiated by the CoE and the Mobile Network Operators are significantly better than the terms offered to other landlords under Code, the CoE and NET have been obliged to keep these terms confidential, therefore NET ask the PCC to maintain this confidentiality during the process |

6. Design

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| NET have two main criteria when designing a church-based radio site: | |
| 1) to design a radio site which, from the church's perspective, offers the least visual impact, least impact to the fabric of the church, and the least impact to the day-to-day activities of the church. | |
| 2) to design a radio site which, from the Operator's perspective, offers the optimum coverage at the optimum value (lowest construction cost). | |
| Antennas | The antennas are an integral part of the radio site to ensure the best coverage is provided to the local community. The antennas therefore are ideally located in as high a location on or within a church as possible, but equally without compromising the fabric of the church, or having a detrimental visual impact. |

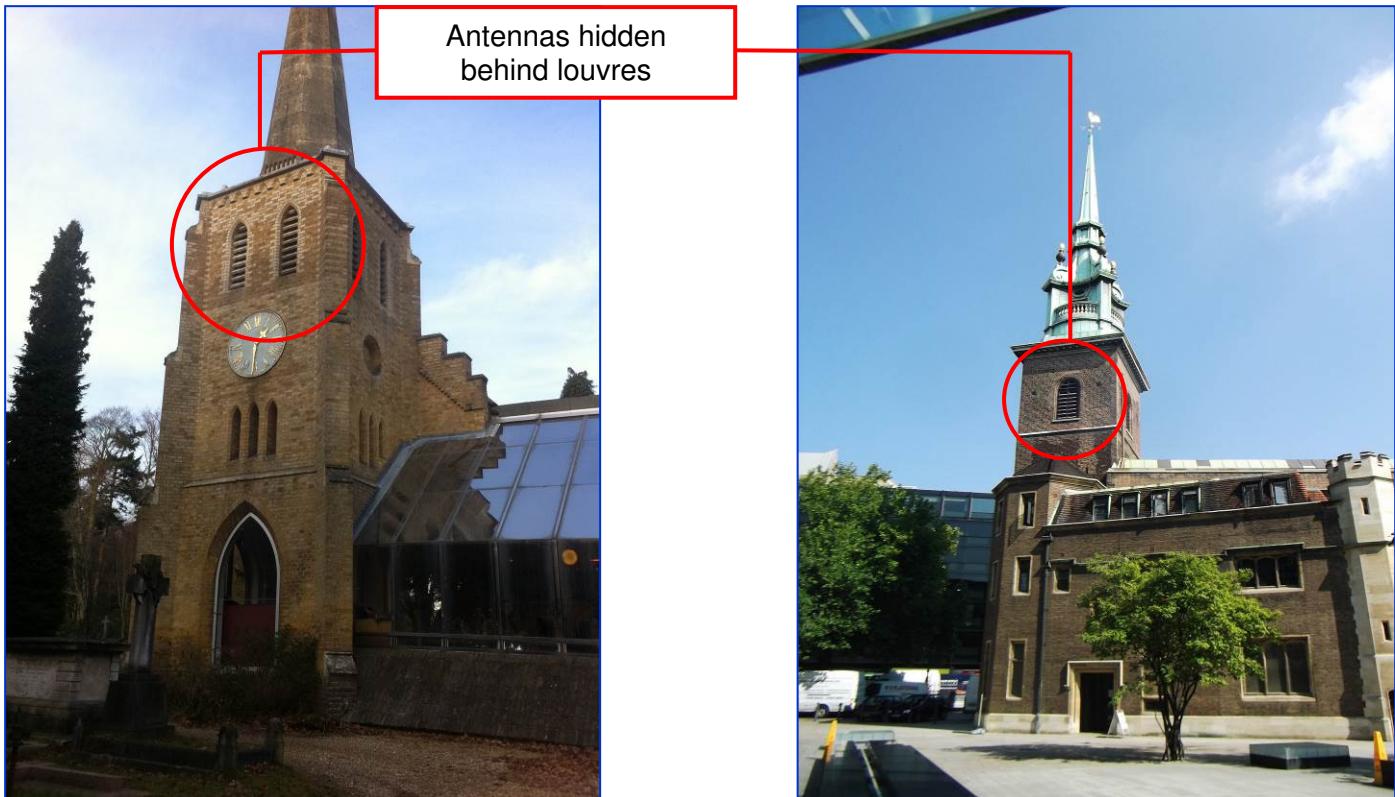
7. Examples

Behind Louvres

In most instances NET will utilise the Belfry openings to locate the antennas. This is the preferred design solutions as the visual impact of this design is mitigated because the antennas will be hidden. If necessary they will be behind GRP louvres or GRP screens, both made to match exactly the existing louvres or panels, and any required animal mesh will also be installed.

The size of the Belfry openings varies, therefore if the openings are too small to accommodate a normal antenna, NET would propose the deployment of half-height antennas, but if that is not feasible, or if such antennas would not provide adequate coverage, or if the space within the Belfry would be compromised, NET would then investigate other antenna location options which are detailed later in this report.

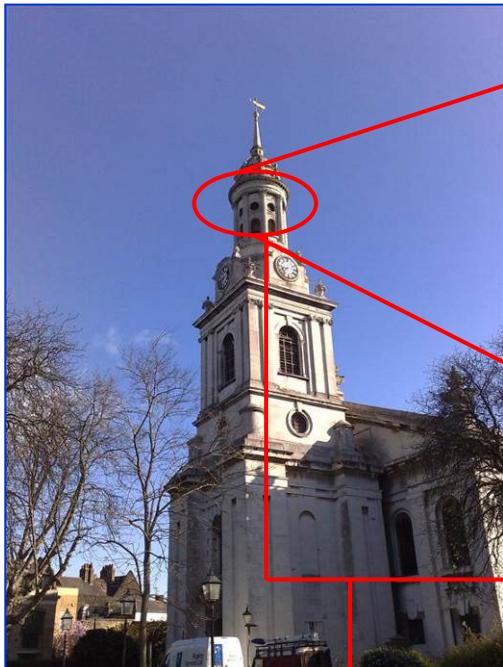
The photographs and details to follow show previous antenna systems designed and installed by NET within Belfry Chambers.



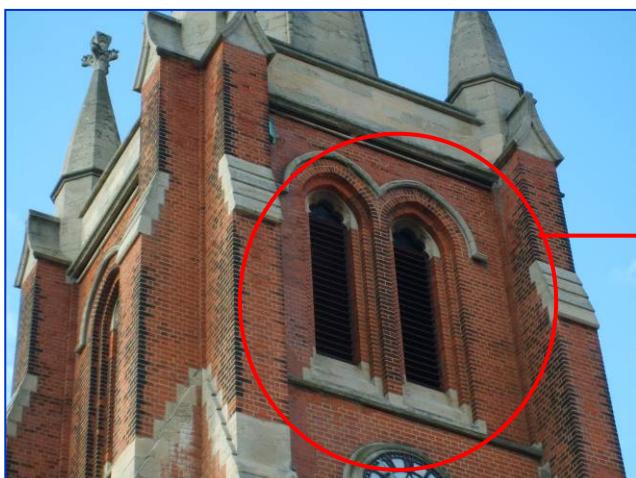
8. Examples – Behind GRP Louvers

Antennas Behind Louvres

The photographs and details of previous antenna systems designed and installed by NET within Belfry Chambers.

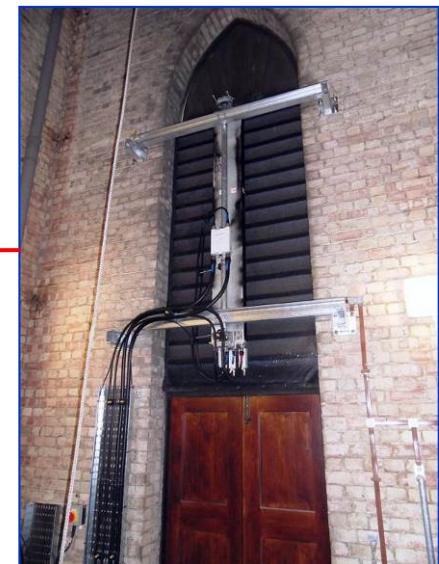
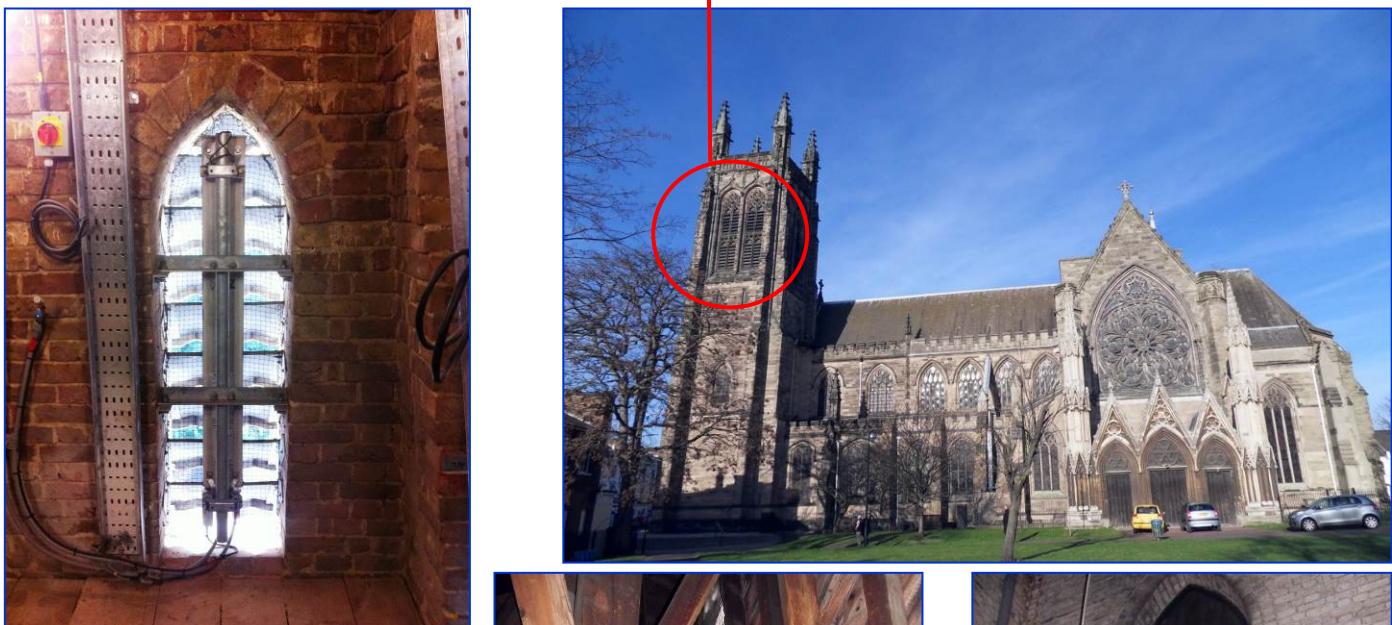
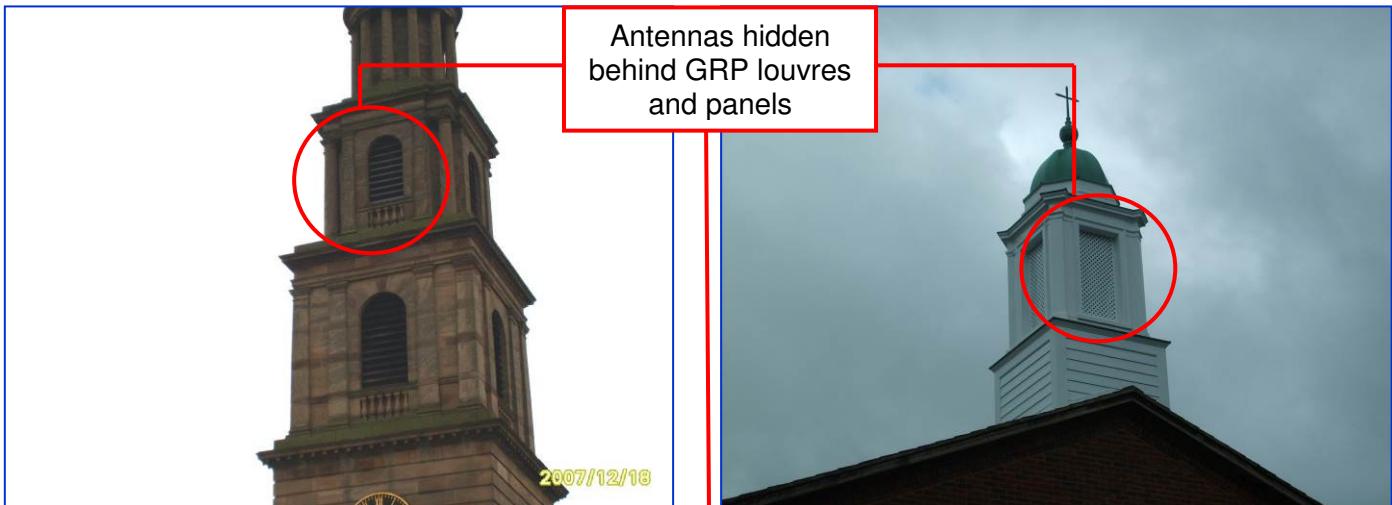


Antennas hidden
behind GRP louvres
and panels



8. (continued) Examples – Behind GRP Louvers

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| Antennas Behind Louvres | The photographs and details of previous antenna systems designed and installed by NET within Belfry Chambers. |
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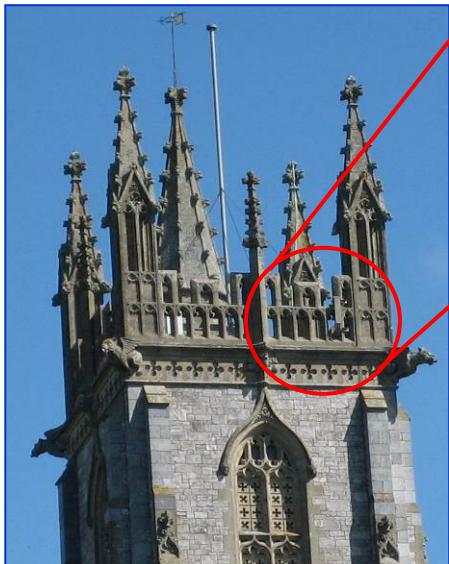
9. Examples – Alternative Design Solutions

Alternative Antenna Locations

The photographs and details below show alternative design solutions, such as behind replica panels, face-fixed to external walls, and attached to handrails.

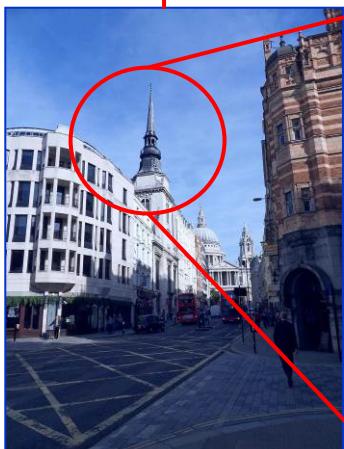


Subject to the nature and style of a church, antennas behind GRP glass panels, or face-fixed may be considered



Or fixed to an external handrail, such as at St Martin within-Ludgate

Or even within a GRP replica disused chimney



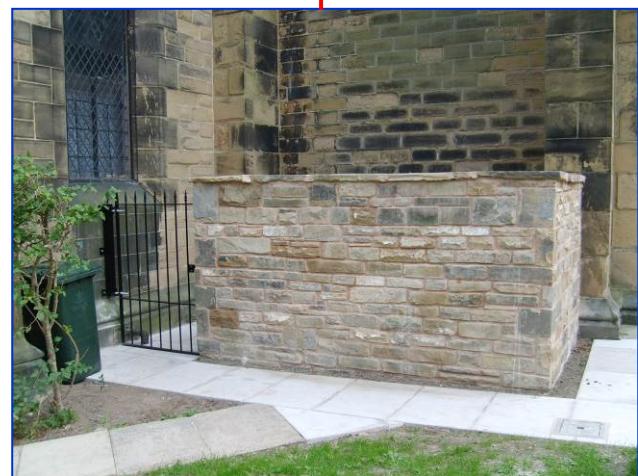
10. Examples – Associated Radio Equipment

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| Internal Equipment Cabinets | <p>In addition to the antennas, equipment cabinets must also be installed.</p> <p>In many instances the chambers within a church tower are not fully utilised so there is usually enough space for the radio equipment to be located in the tower where it is out-of-sight and well away from the church's day-to-day activities.</p> <p>In such circumstances, NET's Structural Engineers will ensure the design does not compromise the church structure; this usually means the weight of the radio cabinets is transferred to the structural walls, either by installing steel beams between the structural walls, or simply by installing gallows brackets.</p> <p>The following photographs are examples of equipment cabinets located within church towers.</p> |
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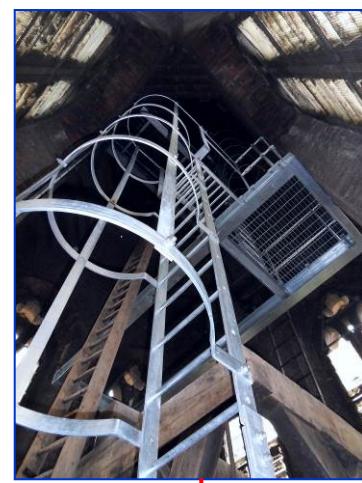
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| External Equipment Cabinets | <p>If there isn't sufficient space within the tower to locate the equipment, NET may propose a purpose-built external structure. The following photographs are examples of equipment cabinets located external to the church.</p> |
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In these two examples equipment has been located within a purpose built shed within the church yard, and the other behind a new wall built from stone sourced from the original quarry.



11. Examples – Safety, Access and Power Upgrades

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| Access to the telecoms equipment | <p>In addition to the advantages set out on page 4, for health & safety reasons NET must ensure access through the tower is safe. This may result in NET proposing new lights and access ladders, and in some instances even new floors.</p> <p>If these are required they will be paid for as part of the telecoms installation. Such new safety access measures have proven invaluable to churches, particularly in respect to Churches Measure 1955, which requires the fabric of all churches is inspected by an approved architect or surveyor every five years.</p> <p>NET's access measures, if required, enable such surveys to be completed safely, and in many instances to areas not previously accessible.</p> |
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Examples of safe access systems designed and installed within churches by NET

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| Power supply | <p>In most instances a church has more than enough spare power supply capacity to enable NET to take a sub-metered supply; this eliminates the necessity of installing a new supply to the church, along with the associated impact of those works, such as trenching and core drilling.</p> <p>However, if there is not an adequate sub-metered power, this will not impact the church progressing because NET can simply organise for a new supply to be installed.</p> <p>In all instances NET's Electrical engineers will ensure the installation meets all the latest regulations.</p> <p>The following photographs are examples of electrical installations within churches.</p> |
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12. Additional information

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| Transmission | In addition to a power supply the telecoms installation will also require a dedicated fibre transmission link (only a small circa 10mm diameter cable). This provides the link between the church and ultimately the operator's Switch Centre i.e. when a call is made from a phone, the radio site antennas pick up the transmission and transfers it from the antenna to the radio equipment, and is then routed via the transmission link to Switch Centre, and then on to whoever and wherever the recipient maybe. All of the cabling within the church demise will be carried by NET to ensure quality and minimise impact to the church fabric. All cabling routes will be agreed with the PCC and church architect prior to work commencing. If a fibre transmission link is not feasible we may propose a transmission dish instead, in such circumstances the installation will be similar to those previously described in the Design section. |
| Operator Independence | Because of the unique nature of church sites, and also the constraints laid down by the Archbishops' Council as part of the original National Aerials Agreement and subsequent rulings made by individual Consistory Courts, the Chancery Court of York and the Court of Arches in relation to telecoms within church buildings, NET adopt an operator independent role i.e. Head Agreement between a Church and NET, and sub-Agreement between NET and each Operator. |
| NET's long-term services & responsibilities | <ul style="list-style-type: none"> • Maintenance inspections and any associated testing associated with the telecoms equipment. • Storage of any church artefacts removed/replaced as part of the radio equipment installation, such as louvres etc. • Access facilitation and telephone help line service. • Management and administrative duties associated with the legal aspects of the licences to ensure the church's best interests are never compromised. • Management and coordination of the operators own maintenance activities. |
| Insurance | NET maintain insurance cover as follows: - <ul style="list-style-type: none"> • £10 million Public Liability • £10 million Employers Liability • £5 million Professional Indemnity |
| Design & Associated services | All services are carried out by NET using in-house resource. In addition to other disciplines and experts, NET employs highly skilled and experienced Structural & Civil Engineers, Technicians, AutoCAD operators, LPA Planners, Radio Design Engineers and Cell Site / Church related Construction Specialists. |
| Communication | NET operates in a completely open and honest manner and will keep both the Church and Operator/s fully informed of progress and all associated matters in a timely manner throughout the whole process. Please note also that NET will not move to next process milestone without first consulting with the church. |
| Historic England and other society approvals | NET has worked with and is fully conversant with Historic England requirements. NET will initiate communications with Historic England (and other societies as necessary) in the normal way once drawings have been approved by each party. |
| Church Architect | NET takes full responsibility to liaise with the Church appointed Architect and obtain their approval. |
| LPA Pre-Consultation & Planning | NET takes full responsibility to liaise with the local authority over the proposal, carry out all necessary pre-consultation with the local community and obtain planning permission as required. |
| Listed Building Consent | Listed building consent will be obtained as part of the Ecclesiastical Exemption i.e. through Faculty approval. |

12. (continued) Additional information

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| H&S perceptions | Radio sites typically operate at many thousands of % below the recommended radio emissions levels, and because of the unrivalled number of independent tests carried out, H&S related misconceptions and concerns are very rare. As local communities and businesses rely on mobile communications, churches hosting radio equipment are seen as providing a vital service, which in turn eliminates any necessity for unsightly roof top installations or steel towers being erected elsewhere in the community. Despite this there are still concerns and both NET and MBNL representatives will be happy to speak directly to interested parties to explain the technology and mitigate their concerns. Attached to this report is an EMF Health Fact Pack which explains how the technology works and why it is safe when operating within the safety guidelines. |
| DAC Recommendation | NET will prepare and issue all the documentation associated with the DAC submission in the normal way upon PCC approval. |
| Faculty Submission | NET takes full responsibility to liaise with the Diocesan Registrar, and in conjunction with the PCC, NET will prepare and issue all the documentation associated with the Faculty submission. |
| References | Over the years NET has established an enviable reputation with all parts of the Church of England including the Archbishops' Council, EIG and CPS, each Diocese and every church NET has and or is working with; if the PCC would like any contact details for a reference please do not hesitate to ask our C of E Portfolio Manager. |

13. PCC's Process and Timescale Commitments

Note: To ensure the proposal progresses through to legal completion within the desired timescale it is essential all actions by NET and the PCC are completed in a timely manner. If the church has any issues which are likely to impact timescales they are kindly asked to let NET know as soon as possible.

| Step | Description | Required Timescale |
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| 1 | Expression of interest in a church received by NET from an Operator or their agent. | N/A |
| 2 | NET to prepare a Desk Top Feasibility Report for consideration by the PCC and the Operator. The Feasibility Report will include details of the rent and terms. | Within 2 days of step 1 |
| 3 | Church confirm tentative interest to NET. Please note that this is merely a tentative interest, not a commitment. | Within 14 days of step 2 |
| 4 | Operator formally nominates the church as their primary option. | No set timescale |
| 5 | NET and the Operator's radio planner visit the church to carry out a full measured survey. NET will also issue the PCC Resolution 1 for signature at the next PCC meeting. | Within 14 days of Step 4 |
| 6 | NET issue detailed drawings for approval by the Operator and PCC, including the Church Architect. | Within 14 days of Step 5 |
| 7 | Church provide NET with requested information such as insurance policy number, name of the architect, details of the church legal advisers, statement of significance, the insured value of the church and contents, the age of the church and any stakeholders for consultation. | As soon as possible |
| 8 | PCC approve the drawings and return the PCC Resolution duly signed and dated. | Within 28 days of Step 6 |
| 9 | In parallel to step 8, Church to seek valuation advice | As soon as possible |

| Step | Description | Required Timescale |
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| 10 | Stakeholder and church user group consultation plan agreed between the PCC and NET. | ASAP |
| 11 | NET implement the pre-consultation plan followed by a planning application if necessary. | Planning will typically be submitted within 4 wks. of starting the pre-con |
| 12 | In parallel to step 12, NET submit the drawings, PCC Resolution and any other requested documentation to the DAC for their recommendation. | ASAP |
| 13 | Following DAC recommendation NET will issue the Petition for Faculty, Public Notices and a further copy of the Final PCC Resolution to the church. | As soon as received |
| 14 | Church to display Public Notices as soon as possible in and outside church | Within 7 days of Step 14 |
| 15 | Church petitioners to sign Petition for Faculty. | ASAP |
| 16 | PCC to sign Final PCC Resolution. | ASAP |
| 17 | Signed Public Notice, Petition for Faculty and Final PCC Resolution returned to NET. | Within 28 days of Step 15 |
| 18 | NET issue faculty documents to the Chancellor for consideration. | Within 2 days of Step 18 |
| 19 | NET request a copy of the existing asbestos register for the church. NET will organise an asbestos survey of the church should one not be available. | Within 2 days of Step 19 |
| 20 | Faculty approval granted, NET liaise with each relevant party over Legal Completion. | Within 12 weeks of Step 19 |
| 20 | The installation date, programme of works and methods will be agreed with the PCC at the pre-start meeting | Typically, within 4-weeks of legal completion |