

Date: 30th April 2025

Saxilby with Ingleby Parish Council,
Head of Property
William Street ,
Lincoln,
LN1 2LP

Recorded Delivery

Dear Sirs

Re: Proposed Installation of electronic communications apparatus at Westcroft Drive, Saxilby, Lincoln (LN1 2PT)

Site Ref 65511 – Westcroft Green TEMP

We work on behalf of Mobile Broadband Network Limited (MBNL), <https://mbnl.co.uk/> a company jointly owned by EE and Three to provide mobile infrastructure services to their customers in the UK. Mobile coverage in the UK is provided by a network of communication sites, and each and every one of those sites plays a very important role in ensuring businesses and residents have continued access to high quality mobile services.

There are times when EE and Three are required to move off one of their communications sites and a replacement site or sites is therefore required to fill the gap that will be created. This means EE and Three need to act quickly to find a suitable location to build the replacement site. Typically, we have 18 months or less to find and assess a suitable location, secure an agreement and build the new site before we lose the existing one. This may sound like a long time, but significant work takes place across multiple specialists at every stage. The sooner we can be sure the location works and has all agreements and approvals in place, the more likely it will be that we can avoid an adverse impact to mobile services in the area.

EE and Three are highly likely to lose a site in your area and we were therefore instructed to conduct a search to find a new location. During our searches, your property came up as being potentially suitable for EE and Three as a replacement location for their equipment.

There is a process that EE and Three follow to assess the suitability of locations/potential replacement sites. A comprehensive set of assessments and checks is carried out (which we collectively refer to as surveys) which include, for example, assessing what sort of mobile signal could be achieved and what site design would work considering the specific site characteristics.

If the location is assessed as suitable, negotiations commence with the property owner for an agreement to enable us to build the site and integrate it into the mobile network.

At this stage, we would like to come and have a look at your property to carry out an assessment and this letter seeks your permission to do so.

What will happen during the first visit?

- The first visit generally involves coming to your property to undertake a technical and practical evaluation of the site, for example assessing whether there are any potential radio signal obstructions, looking at access routes, whether a crane might be required for equipment installation and from where the equipment would obtain its power. This will help us to better establish whether the land / building is suitable for a communications site. The assessment is usually referred to as a Multi Skilled Visit (MSV).
- It is estimated the visit will take approximately 2 to 4 hours to complete. You are welcome to attend the assessment if you wish.
- We would like the first visit to take place within about 2-4 weeks from now on a pre-arranged date.
- EE and Three will meet any reasonable and properly incurred out of pocket expenses as a result of this visit.
- If you want to find out more about what the initial assessment will entail, enclosed is a copy of the '**Landowner's Factsheet**' document which provides useful information about the assessment and other relevant information.
- We also enclose an **Operators' Questionnaire** we would ask you to complete and return to us before the access date we agree, which will assist with and with the overall evaluation of the site and ensure the survey is completed as quickly as possible.

What happens next?

Following the initial assessment, we will contact you to let you know whether we consider your property is suitable to be a replacement site or not. If it is not suitable, we will not progress the matter further.

If your property is a suitable replacement site, we will then need to discuss terms of occupation, at which stage we would recommend that you seek professional advice in that respect. If you do so, we will meet your reasonably and properly incurred professional fees within certain parameters which we outline to you.



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If the initial results are positive, some additional assessments will be needed. We always try our best to keep these visits to a minimum and seek to set a date(s) and time(s) to suit you.

These further visits go into more technical detail as to the proposed construction and design of the communications site and we will discuss this further with you. We look, for example, into more detail at the ground makeup and may carry out structural assessments. We will provide more detail on what these further visits may entail.

We can also meet with you and talk through the details at that time, giving you the opportunity to ask questions.

If the assessments confirm your property is suitable as a replacement site, then you could become part of a wide-ranging community of valued site providers at over 20,000 sites across the country, who assist us in ensuring that mobile connectivity is maintained for the public benefit in their areas. This brings with it technological advancements of superfast 4G services and the next generation of 5G compatibility. To that end, your support in providing access to your property for the first visit is very much appreciated.

What do you need to do next?

In order for us to make arrangements with you for our first visit:

could you please call **Matthew Dunne on 07812 664725** or send an email to **m.dunne@whptelecoms.com** who will be your principal contact at WHP Telecoms. We can then agree a date for the initial survey and confirm any access arrangements etc.

Legal Notice

You will shortly receive a letter enclosing a notice formally requesting access to survey. This is a formal request for the access we are requesting in this letter. To make sure that replacement coverage is in place before the existing site is lost from the network, we need to move through the various stages of the end-to-end process, detailed in the attached factsheet as swiftly as possible.

We always want to work with our prospective site providers to build a good working relationship, dealing with matters on a collaborative basis wherever possible in compliance with OFCOM Code of Practice. https://www.ofcom.org.uk/data/assets/pdf_file/0025/108790/ECC-Code-of-Practice.pdf. That said, there is a legal framework that EE and Three can use to seek to secure rights to access and build communications sites.

If you respond to this letter and visits are arranged, we should not need to take any further steps in this initial part of the process beyond serving the notice, as set out in the factsheet. If we don't hear from you, you



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refuse access, or time is moving on without suitable progress, we may reluctantly *need to move the matter into legal proceedings to seek to secure the access we need.*

If we do not hear from you in response to this letter and/or the notice we will attempt to make contact with you at your property.

Thank you in advance for your support and understanding. MBNL look forward to collaborating with you to continue their mission to provide best-in-class mobile infrastructure services to EE and Three, to serve their tens of millions of customers in the UK.

Yours faithfully,

P&D → 21 May
→ 4 June

Matthew Dunne

WHP Telecoms - For and behalf of MBNL

Email: m.dunne@whptelecoms.com

Phone Number: 07812 664725



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Site Provider Factsheet – The Process: What, where, how, when?

(1) Surveys

Desktop surveys identify the property(ies) as being potentially viable for an electronic communications site. These are followed by a comprehensive set of physical on-site surveys carried out by specialist surveyors and engineers. Formal requests will be made to you for permission to carry out the on-site surveys, by letter/email/phone call/visit to your property and you will also receive a legal notice from EE and Three's solicitors. The legal notice commences the formal legal procedure available to EE and Three should agreement to conduct the surveys not be reached as explained below.

(2) Planning permission

If, following the surveys, your property is thought to be viable, EE and Three will apply for any necessary planning permissions to build the site in the proposed location. Note that planning permission is not always required.

(3) Negotiate Terms

If the results of the surveys are positive, EE and Three will look to commence negotiations with you or your appointed representatives to agree terms on which they would build and manage the site. Terms will cover all rights and obligations of the parties including e.g. the payments to be made to you, access arrangements etc. At the same time as negotiations commence, you will receive a further legal notice from EE and Three's solicitors formally seeking these rights.

(4) Build

Once the legal agreement has been completed, EE and Three's specialist contractors will install the electronic communications apparatus (mast, antennas, dishes, equipment etc in accordance with the agreement). The site will then go live in the network, providing critical mobile connectivity to the local area.

EE and Three's preference is always to work with you and/or your professional representatives at all stages of the process and reach agreement to (a) survey your property and (b) enter into the legal agreement to build the electronic communications site. If, however, agreement cannot be reached at any stage in a timely manner, legislation allows such rights to be sought in the courts and imposed where necessary and appropriate. EE and Three may accordingly issue legal proceedings in the Upper Tribunal following service of the notices for access for survey and/or access for build.