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# DCC Telecoms Unit

## Monopole Product Matrix

SEPTEMBER 2025

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Dublin City Council – Telecoms Unit



Comhairle Cathrach  
Bhaile Átha Cliath  
Dublin City Council

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## 1. Document Scope

This document sets out all aspects of the DCC offering for monopole access and installation.

## 2. Product Description

This product facilitates access to DCC owned land for the installation of monopole structures and equipment to support telecoms services.

## 3. Pricing and Rate Card

The rate cards, see Appendix A, apply to standard service offerings within the canals and outside of the canals. Case-by-case pricing will be required for nonstandard offerings. This rate card is currently under review.

## 4. Roles and Responsibilities

The section sets out the roles and responsibilities of all parties involved in the provision and the use of the monopole access and installation offering.

### **The Telecoms Unit:**

Provides a single point of contact for the processing of monopole access and installation requests. The Telecoms Unit will liaise with all other relevant DCC departments for the provision of this product. The other DCC departments include, but are not limited to: Planning, Property, Legal and Parks. Novegen are the Telecoms Unit's appointed management agent.

Contact: [support@dcctu.zendesk.com](mailto:support@dcctu.zendesk.com)

### **The Customer:**

To use the agreed monopole space in accordance with the agreed license agreement, see [Appendix B – License Agreement](#)

### **DCC Property / Management Companies (Building Managers etc):**

Facilitating access to DCC lands in a timely manner in line with support SLAs set out in the License agreement.

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## 5. Processes and Procedures

The following processes and procedures have been defined to support monopole access and installation.

- New Service Request
- Service Delivery
- Annual Billing

## 6. Commercial and License Agreements

### **License / Commercial Agreements:**

An existing license agreement, see Appendix B, is in place to support monopole access and installation product.

## 7. Supporting Information

The following supporting information is available for monopole access and installation.

- Asset Maps
- Product Definition
- Rate Card
- Commercial Agreements
- Process Maps
- Planning Guidelines

## 8. Supporting Information Required to Install and Access Monopoles

The following information will be required to install and access monopoles.

- RAMs
- Health and Safety Statements
- Low Level Designs
- Evidence of Appropriate Insurance
- Appropriate Commercial Agreements
- Surveys

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- Planning Documentation

## 9. Support Contacts

All support requests should be addressed to the Telecoms Unit and/or their management agent Novegen.

Contact: [support@dcctu.zendesk.com](mailto:support@dcctu.zendesk.com)

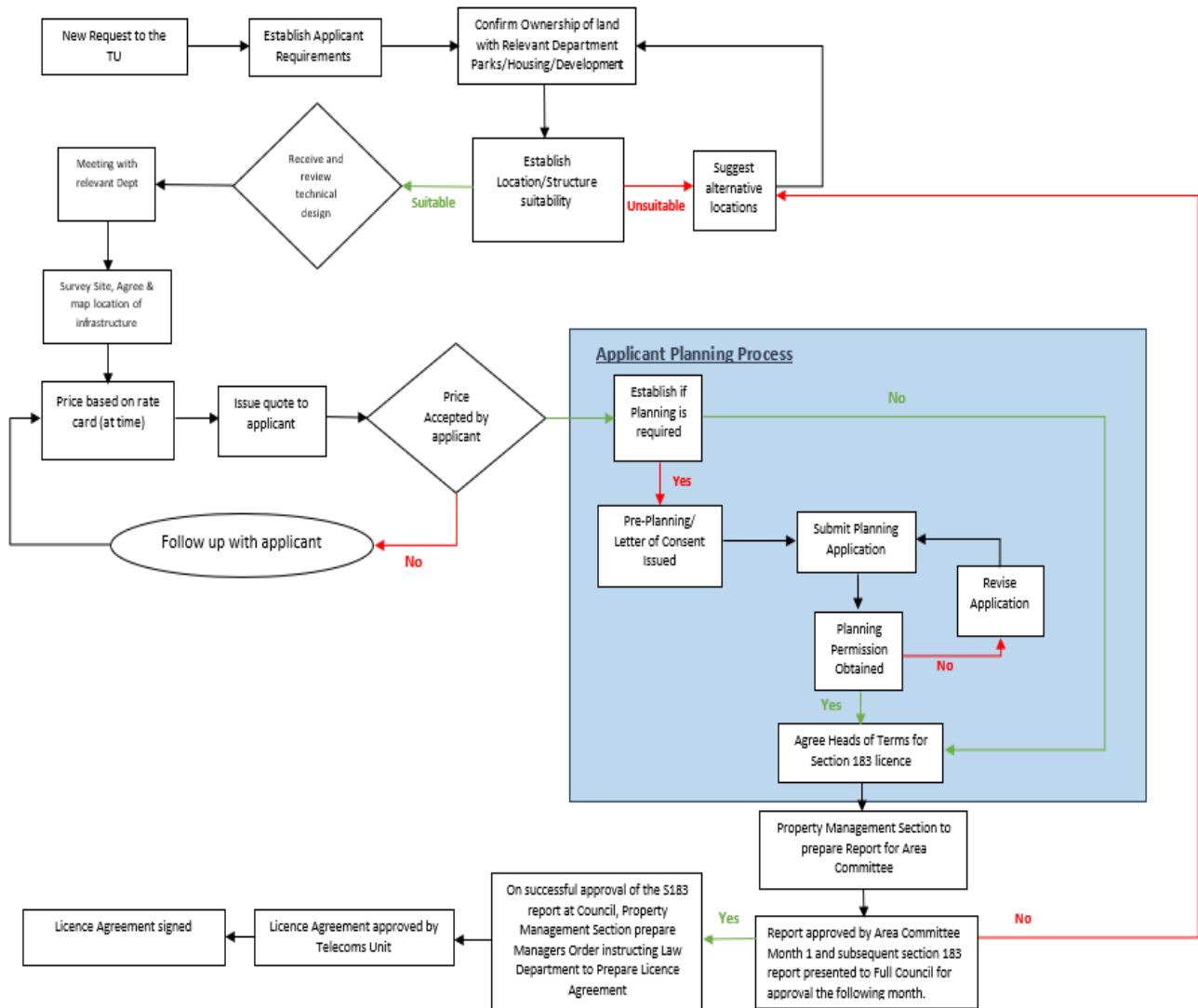
## 10. Product Matrix

<i>Between the Canals</i>		
Code	Structure	Details
DCCMA-LSU	Legal & Set-up Charge	<p>This fee is applied to an Operator when they utilise a deployment type (i.e. rooftop/duct/street furniture/etc) for the first instance only. Its purpose is to cover the costs to the council of any legal or set-up fees for the use of an infrastructure by the Operator. For example, the first time Operator A leases a roof top from DCC this charge will be applied - it will not be applied to any subsequent rooftop leases. It will be applied the first time Operator A leases street furniture from DCC but not for any subsequent street furniture leases.</p> <p>This same principle will be applied to each infrastructure type. The same principle will apply to each Operator.</p>
DCCMA-IC1-B	Monopole/Tower/Mast with equipment Room or cabinet	Basic package to include 6 antennae, 2 dishes and an equipment room. Height to be governed by planning permission application.
DCCMA-IC1-B1	DCCMA-IC1-B Operator equipment upgrade	Upgrade to the equipment specified in the basic package.
DCCMA-IC1-B2	DCCMA-IC1-B Subsequent Operator	Subsequent operator on existing infrastructure.
DCCMA-IC1-B3	DCCMA-IC1-B Subsequent Operator equipment upgrade	Upgrade to the equipment specified in the basic package for any subsequent operator
DCCMA-IC1-F	Bespoke Requests	Items not covered above, i.e. heights greater than 30m, disguised structures (i.e. fake trees), new technologies, etc
DCCMA-IC1-G	Health & Safety	Fees associated with making a building/structure safe due to an installation, i.e. fire sealing, handrails, safe access/egress, latchway systems, etc.
DCCMA-IC1-H	Documentation Review	This is a one off fee per application to cover review of drawings, site plans, structural analysis reports and site handover.

<b>Outside the Canals</b>		
<b>Code</b>	<b>Structure</b>	<b>Details</b>
DCCMA-LSU	Legal & Set-up Charge	<p>This fee is applied to an Operator when they utilise a deployment type (i.e. rooftop/duct/street furniture/etc) for the first instance only. Its purpose is to cover the costs to the council of any legal or set-up fees for the use of an infrastructure by the Operator. For example, the first time Operator A leases a roof top from DCC this charge will be applied - it will not be applied to any subsequent rooftop leases. It will be applied the first time Operator A leases street furniture from DCC but not for any subsequent street furniture leases.</p> <p>This same principle will be applied to each infrastructure type. The same principle will apply to each Operator.</p>
DCCMA-OC1-B	Monopole/Tower/Mast with equipment Room or cabinet	Basic package to include 6 antennae, 2 dishes and an equipment room. Height to be governed by planning permission application.
DCCMA-OC1-B1	DCCMA-OC1-B Operator equipment upgrade	Upgrade to the equipment specified in the basic package.
DCCMA-OC1-B2	DCCMA-OC1-B Subsequent Operator	Subsequent operator on existing infrastructure.
DCCMA-OC1-B3	DCCMA-OC1-B Subsequent Operator equipment upgrade	Upgrade to the equipment specified in the basic package for any subsequent operator
DCCMA-OC1-F	Bespoke Requests	Items not covered above, i.e. heights greater than 30m, disguised structures (i.e. fake trees), new technologies, etc
DCCMA-OC1-G	Health & Safety	Fees associated with making a building/structure safe due to an installation, i.e. fire sealing, handrails, safe access/egress, latchway systems, etc.
DCCMA-OC1-H	Documentation Review	This is a one off fee per application to cover review of drawings, site plans, structural analysis reports and site handover.

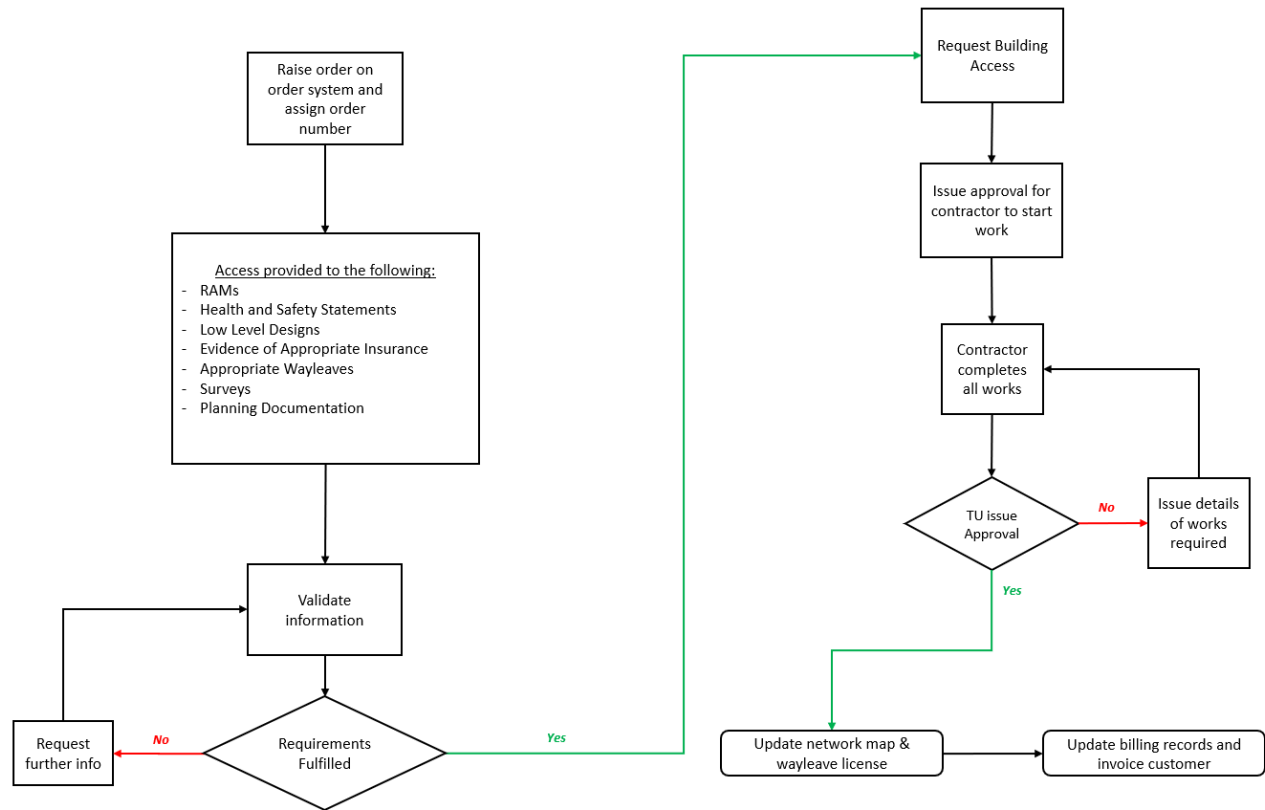
## 11. Process Maps

- **New Service Request**

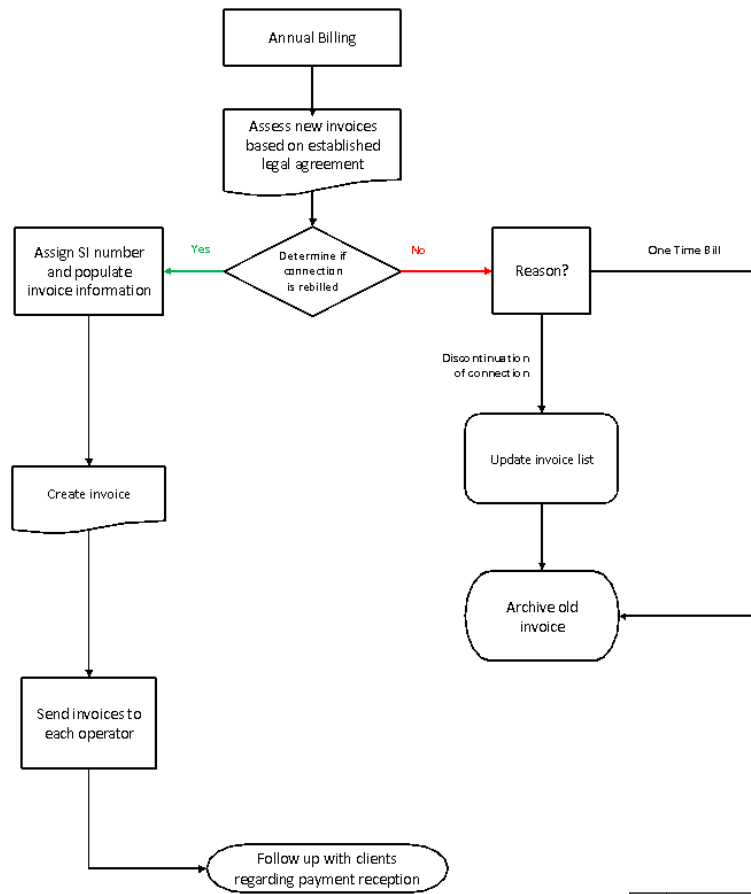




- Service Delivery



- Annual Billing



## Appendix A – Rate Cards

<b><i>Between the Canals</i></b>				
<b>Code</b>	<b>Structure</b>	<b>Details</b>	<b>Fee</b>	<b>Fee Detail</b>
DCCMA-LSU	Legal & Set-up Charge	<p>This fee is applied to an Operator when they utilise a deployment type (i.e. rooftop/duct/street furniture/etc) for the first instance only. Its purpose is to cover the costs to the council of any legal or set-up fees for the use of an infrastructure by the Operator. For example, the first time Operator A leases a roof top from DCC this charge will be applied - it will not be applied to any subsequent rooftop leases. It will be applied the first time Operator A leases street furniture from DCC but not for any subsequent street furniture leases.</p> <p>This same principle will be applied to each infrastructure type. The same principle will apply to each Operator.</p>	€6,150.00	One-off fee per infrastructure type - applies to all Operators.
DCCMA-IC1-B	Monopole/Tower/Mast with equipment Room or cabinet	Basic package to include 6 antennae, 2 dishes and an equipment room. Height to be governed by planning permission application.	€12,500.00	Annual renewal paid in advance
DCCMA-IC1-B1	DCCMA-IC1-B Operator equipment upgrade	Upgrade to the equipment specified in the basic package.	€2,500.00	Annual renewal paid in advance
DCCMA-IC1-B2	DCCMA-IC1-B Subsequent Operator	Subsequent operator on existing infrastructure.	€12,500.00	Annual renewal paid in advance
DCCMA-IC1-B3	DCCMA-IC1-B Subsequent Operator equipment upgrade	Upgrade to the equipment specified in the basic package for any subsequent operator	€2,500.00	Annual renewal paid in advance
DCCMA-IC1-F	Bespoke Requests	Items not covered above, i.e. heights greater than 30m, disguised structures (i.e. fake trees), new technologies, etc	TBC	Annual renewal paid in advance
DCCMA-IC1-G	Health & Safety	Fees associated with making a building/structure safe due to an installation, i.e. fire sealing, handrails, safe access/egress, latchway systems, etc.	TBC	One-off fee
DCCMA-IC1-H	Documentation Review	This is a one-off fee per application to cover review of drawings, site plans, structural analysis reports and site handover.	€1,500.00	One-off fee per application.

Outside the Canals				
Code	Structure	Details	Fee	Fee Detail
DCCMA-LSU	Legal & Set-up Charge	<p>This fee is applied to an Operator when they utilise a deployment type (i.e. rooftop/duct/street furniture/etc) for the first instance only. Its purpose is to cover the costs to the council of any legal or set-up fees for the use of an infrastructure by the Operator. For example, the first time Operator A leases a roof top from DCC this charge will be applied - it will not be applied to any subsequent rooftop leases. It will be applied the first time Operator A leases street furniture from DCC but not for any subsequent street furniture leases.</p> <p>This same principle will be applied to each infrastructure type. The same principle will apply to each Operator.</p>	€6,150.00	One-off fee per infrastructure type - applies to all Operators.
DCCMA-OC1-B	Monopole/Tower/Mast with equipment Room or cabinet	Basic package to include 6 antennae, 2 dishes and an equipment room. Height to be governed by planning permission application.	€10,500.00	Annual renewal paid in advance
DCCMA-OC1-B1	DCCMA-OC1-B Operator equipment upgrade	Upgrade to the equipment specified in the basic package.	€2,000.00	Annual renewal paid in advance
DCCMA-OC1-B2	DCCMA-OC1-B Subsequent Operator	Subsequent operator on existing infrastructure.	€10,500.00	Annual renewal paid in advance
DCCMA-OC1-B3	DCCMA-OC1-B Subsequent Operator equipment upgrade	Upgrade to the equipment specified in the basic package for any subsequent operator	€2,000.00	Annual renewal paid in advance
DCCMA-OC1-F	Bespoke Requests	Items not covered above, i.e. heights greater than 30m, disguised structures (i.e. fake trees), new technologies, etc	TBC	Annual renewal paid in advance
DCCMA-OC1-G	Health & Safety	Fees associated with making a building/structure safe due to an installation, i.e. fire sealing, handrails, safe access/egress, latchway systems, etc.	TBC	One-off fee
DCCMA-OC1-H	Documentation Review	This is a one off fee per application to cover review of drawings, site plans, structural analysis reports and site handover.	€1,500.00	One-off fee per application.

- The dishes specified are 600mm in diameter. Anything greater than this is deemed to be an upgrade.
- The antenna heights are either 1.5m or 2m and 350mm wide.
- The basic package is (i.e. DCCMA-xC1-B) is limited to 6x 4G RRUs or 3x 5G RRUs (5G RRUs can be up to 39Kg in weight and have a major effect on weight loading).

## Appendix B – License Agreement Template

<p>DATED      DAY OF      20XX</p> <p>DUBLIN CITY COUNCIL</p> <p>And</p> <p>XXXXXXX</p> <p>LICENSE AGREEMENT</p>	<p>THIS LICENSE AGREEMENT is made on the      day of      20XX</p> <p>BETWEEN</p> <p>DUBLIN CITY COUNCIL, a statutory authority having its offices at Civic Offices, Wood Quay, Dublin 8 ("the Licensor"),</p> <p>AND</p> <p>XXXXXXXXXXXXXXXXXXXX, a company incorporated in Ireland under registration number XXXXXX whose registered address at XXXXXXXXXXXXXXX ("the Licensee")</p> <p>hereinafter collectively referred to as the "Parties" or separately the "Party"</p> <p>RECITALS</p> <p>(A) The Licensor has power to do such things as it considers necessary or desirable to promote the interests of the local community and directly or indirectly the economic, or general development of part of its administrative area.</p> <p>(B) The Licensor is the owner of a parcel of land known as XXXXXXXXXXXXXXX.</p> <p>(C) The Licensee wishes to install, erect, operate, and maintain a monopole including accessory equipment, devices and antenna on part of the Property for Telecommunications Services.</p> <p>(D) The Licensor is willing to grant to the Licensee a License to install erect, operate, and maintain the monopole subject to the terms and conditions contained in this Agreement.</p> <p>NOW for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:</p> <p>1. Definitions and Interpretation</p> <p>1.1 For purposes of this Agreement, the following terms shall bear the meanings hereby assigned to them, namely:</p> <p>"Access Route" means the route from XXXXXXXX to the Licensed Area measuring xx metres in length and approximately xxxx metres wide as shown coloured yellow on Map XXXXXXXX attached hereto at Schedule X.</p> <p>"Agreement" means this License Agreement as may be amended, supplemented or modified from time to time and includes the Schedules hereto.</p>
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Please see [licence-agreement-template-monopole.pdf](#) to view/ download a copy of the draft license agreement.

Email: [support@dcctu.zendesk.com](mailto:support@dcctu.zendesk.com)