
UK 5G Innovation Network

Advisory Board

Terms of Reference

1. Background/Context

Over the next decade, the successful development of the UK 5G infrastructure and the services it enables will play a crucial role in the UK's productivity, economic growth and social wellbeing. Business, consumers and government will derive benefits from improvements in enhanced mobile broadband, machine-to-machine communication, and ultra-low latency communication. These technologies promise to transform mobility, healthcare, manufacturing, entertainment, city management, and a host of other sectors.

The Government is supportive of making the UK a world-leader in the development of 5G. It has recently cemented its commitment to this with significant funding for research and development through the 5G Testbeds and Trials Programme within the Department for Digital, Culture, Media and Sport (DCMS).

In addition, DCMS is supporting the development of a UK 5G Innovation Network. The Network is being led by a consortium of delivery partners that consist of Cambridge Wireless (lead partner), Knowledge Transfer Network (KTN) and TM Forum and which also includes a number of relevant associate partners, that have committed time and resource to make the Network a success.

The UK 5G Innovation Network will operate autonomously from Government and at its heart will be an independent Advisory Board, which will inform and review its operations, provide a leadership focus for the UK 5G ecosystem, and advise to Government as it further develops its 5G policy and programmes.

- **Mission and objectives of the UK 5G Innovation Network**

The Network's mission is to ensure that the UK is at the forefront of global 5G development. It will do this by leveraging excellent links across the national and international innovation landscape to forge a vibrant ecosystem, bringing together our world-class research base, technology providers, investment and, crucially, vertical industry partners that might not yet fully understand the benefits of 5G.

The Network will:

- Build and nurture a community that brings together industry, researchers and research organisations, the public sector, entrepreneurs, innovators and end users to accelerate the UK's development and take-up of 5G
- Share the knowledge and lessons of emerging 5G R&D activities
- Enable new introductions and collaborations between technologists, potential new entrants and major industrial adopters
- Identify key developments, opportunities, innovation challenges, and barriers to adoption
- Provide an up to date information source for industry; a clear location for research, technology and industry collaboration; and an attractive offer for overseas businesses wishing to understand the advantages of investment into the UK and its test-bed network
- In partnership with Government, support inward and outward investment opportunities

- Promote Knowledge Building and sharing through Working Groups, Members' Events etc.

2. Role of the Network's Advisory Board and its members

The Advisory Board is a vital part of the Network's operations. It provides advice, guidance and support for the aims of the network, as well as providing impartial, industry-focused advice to DCMS on its future plans for 5G.

The role of the UK 5G Innovation Network Advisory Board is to:

- Inform and review the operations of the Network to ensure that it meets its objectives
- To champion the opportunities for 5G for the UK
- Provide independent, impartial advice to the Government as it develops its strategic policy and support for 5G
- Act as an informal review body for projects funded by the DCMS 5G Programme

The Board is supported by a secretariat, overseen by the consortium of delivery partners and led on a day-to-day basis by KTN.

Individual Board Members

Members will be appointed for a period of 12 months and then on a rolling basis at the discretion of the secretariat.

The role of the individual members of the Advisory Board will include:

- Attending regular meetings as required (likely to be 4 per year) and actively participating in the Network's initiatives
- Being an advocate for the Network and its objectives
- Providing informed, impartial advice to Government and to the Network for the delivery of its mission
- Reviewing and advising on publicly-funded R&D projects
- There will be opportunities for members to represent the 5G Innovation Network at industry events
- Being available between Board meetings for occasional ad-hoc advice (via phone, email)
- Ensuring appropriate levels of confidentiality (both on commercially sensitive and Government information and plans)

N.B. Since the Advisory Board is not a formal decision-making body, members are not personally responsible for the actions of the Network via the delivery consortium.

3. General

3.1. Membership

Membership of the 5G Innovation Network Advisory Board shall be comprised of at least 20 people, including:

- Industry and academic representatives from a cross-section of stakeholders in the 5G community
- A balance of members from both the supply side (providers of technology, infrastructure, operators, services) and the demand side (customers and potential customers of 5G), of the 5G ecosystem
- The Network's delivery consortium (Cambridge Wireless, KTN, TM Forum)
- An observer from the DCMS 5G team
- Other members may be included in the group as required.

Membership will be appointed via an open, published application process, overseen by the delivery consortium, with the DCMS acting as observer to the short-listing process.

3.2. Chair

An appropriate representative from industry will chair the group, selected via the open application process by the delivery consortium and endorsed by the DCMS.

Meetings will be convened by the Chair and supported by secretariat support from the KTN.

3.3. Agenda items

All agenda items will be forwarded to the secretariat by close of business 7 working days prior to the next scheduled meeting.

The agenda, with attached meeting papers, will be distributed at least five working days prior to the next scheduled meeting.

3.4. Minutes and meeting papers

The minutes of each Advisory Board meeting will be prepared by the secretariat.

Full copies of the minutes, including attachments, will be provided to all Advisory Board members no later than five working days following each meeting.

Out-of-session advice and support will be deemed acceptable.

3.5. Frequency of meetings

The Advisory Board will meet 4 times a year, normally quarterly.

3.6. Proxies to meetings

There are no proxies at the Advisory Board

Members who miss more than 2 meetings in any 12 months will be asked to relinquish membership.

3.7. Quorum requirements

A quorum will be half the regular membership plus one.

3.8. Review

The effectiveness and membership of the Advisory Board will be reviewed after 12 months.