

Openreach LN320 Agreement

England, Wales & Scotland

For Highway Authorities who are in, or wish to sign up to an LN320 agreement with Openreach, to adjust/replace frames and covers during resurfacing works



01. LN320 Sign up

Should you wish to sign up to the Openreach LN320 agreement, please complete the attached letter giving the commitment from your organisation to work to the Openreach specification.



Click here to download the sign-up form ↗

All completed agreements should be emailed to ln320signup@openreach.co.uk. We will then email you back to confirm receipt.

Any third party (including your Authority) or parties acting on behalf of the Authority are **NOT** allowed to enter or carry out any work on Openreach apparatus without the prior agreement of Openreach. If you do so, you are in breach of Health and Safety Policy and liable to prosecution.

Openreach apparatus must NOT be replaced with any non-standard covers. Only approved frames and covers obtained through this agreement must be used.

Works Promoters (including your Authority) are responsible for fully assessing the risks they place on their workforce and the general public before opening or adjusting levels of Openreach property, and ensure they always comply with the relevant Health & Safety requirements.

02. Carrying out the work – contacting us

Contact the National Notice Handling Centre electronically at nnhc@openreach.co.uk with LN320 in the subject field. There is a requirement in the agreement to notify us of your works as per s83/s84 – s142/143 of NRSWA and to provide us with a schedule of completed works as detailed within the specification.

To assist us in achieving this and satisfying NRSWA s79, our National Notice Handling Centre will need information to record the works in the register. As there is no electronic version of this notice, please complete the attached form with your request.



Click here to download
Section 82, 84 Data Capture form ↗



Click here to download
Section 142, 143 Data Capture form ↗

Openreach requires 5-6 weeks' notice to the commencement of the work, to allow for site visit appointments and stores ordering.

03. What happens next?

Openreach approved materials:

- ✓ A site visit will be arranged between you (the Authority)/ your contractor completing the work, and one of our Streetworks Engineers to agree what work is required.
- ✓ The Streetworks Engineer will then arrange the delivery of the stores to you/your contractors
- ✓ Once the resurfacing works are completed, you must advise the National Notice Handling Centre via email - quoting the LN320 reference number - that the work is completed and that the notice can be closed.
- ✓ **In progress and complete photographic evidence must also be sent to; ln320digitalevidence@openreach.co.uk**



04. Already signed up?



**Read the guidance
and specification in
the linked document** ➤



05. Further Notes

The agreement does not cover prefabricated or cast joint boxes.

Specialist frame and covers required for block paving which are not Openreach supplied standard frame and covers are not included in this process. The agreement does not automatically permit the placement of precinct type covers but is still a precursor requirement. For this work, please contact Openreach via our website at <http://www.ournetwork.openreach.co.uk/altering-our-network/when-you-want-our-network-moved.aspx>

Subsequent to arrangement, all precinct type frames and covers placed by the Authority including the frame, tray and inserted paving/material is the property of the Authority, and as such all maintenance of the frame, tray and inserted paving/material shall lie with the Authority. Only Openreach approved precinct frame and covers may be used and the chamber remains the property of Openreach. Openreach reserve the right to access the chamber at any time for maintenance, inspection, provision and repair of our equipment. For further information contact your Openreach Network Alterations Planner.

The Authority or Openreach can withdraw from the agreement at any time.

It should be noted that Openreach only permits the raising or lowering of Openreach Frames and Covers by Authorities/your contractors up to a **maximum variation of 150mm. Works in excess of 150mm** are classified as reconstruction and should be referred to our Alterations teams at <http://www.openreach.co.uk/orpg/home/contactus/alteringournetwork/alterationcontacts/alterationcontacts.do>

Where a footway, verge or carriageway is being adapted by a Highway, Local or Road Authority to include a cycle lane or track and chambers or frames and covers are directly affected or would become part of the cycle lane/track the network alterations team **MUST** be consulted as alteration work may be required.

If you are not the correct recipient for this information, please forward to the correct person within your organisation.

Thank you